

**VILLAGE OF MARSHALL
BOARD MEETING MINUTES
February 9, 2016**

President Hensler called the regular Village Board meeting to order at 7:00 p.m. Roll call: Shepler, Bunch, Schuepbach, Spencer and Diedrick were present. Absent: Peters. Others present: Jodi Dobson-Baker Tilly, Virchow Krause, Amy Bares-Town & Country Engineering, McGough-Courier, Police Chief Lee Hellenbrand, John Nault-Lieutenant, Brandon Millner-Recreation Director, Brian Koll-Public Works Director, Sue Peck-Village Administrator and Michelle Murphy-Village Clerk

Pledge of Allegiance
Public Comments

MINUTE APPROVAL

Approve the January 12, 2016 regular board meeting minutes for publication as presented. A motion was made by Diedrick and seconded by Schuepbach to approve the January 12, 2016 regular board meeting minutes for publication as presented. Roll call votes carried 6-0. Peters absent.

VOUCHER APPROVAL

1. Approval of January & February ACH debits for all funds, general vouchers #41878-#41946, payroll vouchers #12017-#12077 and water/sewer vouchers #13294-# for payment. A motion was made by Schuepbach and seconded by Spencer to approve of January & February ACH debits for all funds, general vouchers #41878-#41946, and payroll vouchers #12017-#12077 and water/sewer vouchers #13294- #13308 for payment. Roll call votes carried 6-0. Peters absent.

UNFINISHED BUSINESS

1. Town and Country Engineering-Amy Bares: update on the status of phosphorus compliance efforts at the Water/Wastewater Treatment Plant. Amy stated that based on the results of the pilot test and optimization, the Marshall WWTP should be capable of meeting the new TMDL monthly mass limits with chemical addition for polishing. No additional upgrades for phosphorus removal are needed until sludge quantities approach the capacity of the current system. The DNR has determined that these limits will go into effect April 1, 21016.

NEW BUSINESS

1. Presentation of water/sewer rate studies by Jodi Dobson from Baker Tilly. And consideration on submitting a water rate increase request to the Public Service Commission. Jodi handed out and reviewed a summary of the water/sewer rate studies. She went over multiple rate of return options and revenue requirements. **A motion was made by Schuepbach and seconded by Bunch to approve submitting a 3% rate of return, 27% increase and then a 3% simplified every year after, water rate increase request to the Public Service Commission and the sewer increase of 23% with a two-step rate implementation a year apart. Roll call votes carried 6-0. Peters absent.**
2. Consideration on request for temporary Class "B"/"Class B" retailer's license for Catholic Order of Foresters Court 1763 (St. Mary's of the Nativity Catholic Church) for March 18, 2016. A motion was made by Shepler and seconded by Diedrick to approve the request for temporary Class "B"/"Class B" retailer's license for Catholic Order of Foresters Court 1763 (St. Mary's of the Nativity Catholic Church) for March 18, 2016. Roll call votes carried 6-0. Peters absent.

3. Consideration on allocating additional funding to Marshall Fire Department for staffing daytime fire personnel program. (\$50,000 – Village’s portion 52.03% =\$26,015.00). A motion was made by Bunch and seconded by Schuepbach to approve allocating additional funding to Marshall Fire Department for staffing daytime fire personnel program. (\$50,000 – Village’s portion 52.03% =\$26,015.00), contingent that all municipalities are in agreement. Roll call votes carried 6-0. Peters absent.
4. Consideration on the appointment of a Community Development Authority member. A motion was made by Diedrick and seconded by Shepler to approve the appointment of Sue Weber a Community Development Authority member. Roll call votes carried 6-0. Peters absent.
5. Consideration on the appointment of temporary Village President from February 10, 2016 to March 14, 2016. A motion was made by Diedrick and seconded by Spencer to approve the appointment of John Schuepbach temporary Village President from February 10, 2016 to March 14, 2016. Roll call votes carried 5-0. Schuepbach abstained. Peters absent.
6. Consideration on changing the next regular Village Board meeting from March 8, 2016 to March 15, 2016 at 7:00 p.m. A motion was made by Bunch and seconded by Schuepbach to approve changing the next regular Village Board meeting from March 8, 2016 to March 15, 2016 at 7:00 p.m. Roll call votes carried 6-0. Peters absent

COMMITTEE & COMMISSION REPORTS

- Finance & Oversight

- Public Works & W/S Utility

1. Director of Public Works Report. DPW director Koll stated that last month work completed includes chipping Christmas trees, painting at the municipal building, replaced the fuel tank on the Ford dump truck and cut and shipped brush. Preparation of plans and specifications for pulverizing and repaving a portion of Lewellen St. between Sunnyview Dr. and Dairyland Ave. is nearly completed. Bid opening is scheduled for March 15.
2. Consideration on appointing Kenneth Anderson as a full-time water-sewer operator, 18 month probationary period. A motion was made by Shepler and seconded by Diedrick to approve appointing Kenneth Anderson as a full-time water-sewer operator, 18 month probationary period. Roll call votes carried 7-0.

- Planning Commission

1. Consideration on a conditional use permit CUP 2016-01, for allowing the exceedance of the building height requirement in the Business-Highway zoning district from 35’ not to exceed 60’ and not to exceed three stories for the construction of a hotel. A motion was made by Spencer and seconded by Shepler to approve a conditional use permit CUP 2016-01, for allowing the exceedance of the building height requirement in the Business-Highway zoning district from 35’ not to exceed 60’ and not to exceed three stories for the construction of a hotel. Roll call votes carried 6-0. Peters absent.
2. Consideration on proposed CSM for County of Dane, CSM #12410 in the Township of Medina, Parcel #0812-123-9100-0, and property lies within the Village’s extra territorial jurisdiction. A motion was made by Bunch and seconded by Schuepbach to approve proposed CSM for County of Dane, CSM #12410 in the Township of Medina, Parcel #0812-123-9100-0, and property lies within the Village’s extra territorial jurisdiction. Roll call votes carried 6-0. Peters absent.

3. Consideration on proposed CSM for Mike & Peggy Spear, 6345 S.T.H. 73, Marshall, WI in the Township of York, Parcel #0912-344-9670-4 & 0912-344-9330-5, and property lies within the Village's extra territorial jurisdiction. A motion was made by Diedrick and seconded by Shepler to approve proposed CSM for Mike & Peggy Spear, 6345 S.T.H. 73, Marshall, WI in the Township of York, Parcel #0912-344-9670-4 & 0912-344-9330-5, and property lies within the Village's extra territorial jurisdiction. Roll call votes carried 6-0. Peters absent.

- **Parks & Recreation**

1. Consideration on paying the water and sewer bills for Lions Park. Milner stated that the Lion's would be doing the cleaning and supply the toiletries. **A motion was made by Schuepbach and seconded by Spencer to approve paying the water and sewer bills for Lions Park. Roll call votes carried 6-0. Peters absent.**
2. Recreation Director Millner stated that a \$2000 donation was received from the Lazer family for Langer Park. He also gave an update on the new hole expansion project at the park. He stated that he has spoken with the woods and metal classes at the high school about taking the old bats and making benches for Converse Park. The Fireman's Park survey is out on our website, there are also paper copies at the village hall. He stated that there will be a portable concession trailer at three of the Larger Park events.

- **Police**

1. Monthly Police report. Chief Hellenbrand reported that there were 251 calls for the month of January.
2. Consideration on the appointment of Kyle Virchow as a full-time Police Officer with an eighteen month probationary period. A motion was made by Bunch and seconded by Schuepbach to approve the appointment of Kyle Virchow as a full-time Police Officer with an eighteen month probationary period. Roll call votes carried 6-0. Peters absent.
3. Consideration on the appointment of Micah Gray Fulton as a full-time Police Officer with an eighteen month probationary period; pending a background check. A motion was made by Diedrick and seconded by Shepler to approve the appointment of Micah Gray Fulton as a full-time Police Officer with an eighteen month probationary period; pending a background check. Roll call votes carried 6-0. Peters absent.
4. Consideration on request to enter into an intergovernmental agreement for operation of an impaired driving task force. A motion was made by Bunch and seconded by Spencer to approve the request to enter into an intergovernmental agreement for operation of an impaired driving task force. Roll call votes carried 6-0. Peters absent.

- **Library**

Schuepbach handed out and reviewed the upcoming library programs. On January 16th the Bee Keeping program had twenty eight people attend. Forty four tickets for the Wine & Fondue program that is being held February 13th. Twenty attended to hear Author Dr. Stork speak on his book. He also stated that the summer reading program director is trying to put together programs to incorporate the Village parks.

- **EMS/Public Safety Building Commission**

Bunch stated that the EMS current roster consists of 45 active members. Training in January consisted of various skill stations relating to EMS operations. EMS director Allain responded to one fire call in the month of December.

LEGISLATIVE UPDATES/MISCELLANEOUS CORRESPONDENCE

1. Dane County Planning & Development public hearing; March 22, 2016 at 7:00 p.m., in Room 201 of the City County Building: Amending the Dane County Comprehensive Plan by adopting the Town of Springfield Comprehensive Plan.
2. Dane County Planning and Development public hearing; March 22, 2016 at 7:00 p.m., in Room 201 of the City County Building: Amending the Dane County Comprehensive Plan by Adopting the Town of Black Earth Comprehensive Plan.

IDENTIFICATION OF TOPICS FOR FUTURE DISCUSSION AND/OR ACTION

OTHER BUSINESS

1. Appointment of Steering Committee for Build Grant Hwy 19 Corridor study. Sue gave an update on the build grant and that MSA is going to be doing the study. John Schuepbach stated he would be interested in being on the committee. Hensler asked the board to come back to the March meeting with ideas of people.
2. Convene to a closed session per Wisconsin Statutes §19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (Developer agreements/project funding). AND per Wisconsin Statutes §19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. A motion was made by Schuepbach and seconded by Shepler to convene to a closed session per Wisconsin Statutes §19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (Developer agreements/project funding). AND per Wisconsin Statutes §19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Motion carried unanimously.
3. Reconvene to an open session per Wisconsin Statutes §19.85(2). A motion was made by Diedrick and seconded by Bunch to reconvene to an open session per Wisconsin Statutes §19.85(2). Motion carried unanimously. 9:35 p.m.
4. Recognize members and others present. Hensler, Schuepbach, Spencer, Bunch and Diedrick were present.
5. Action from closed session as deemed necessary.
6. Consideration on TID contribution to CDA for development projects. A motion was made by Diedrick and seconded by Shepler to approve TID contribution to CDA for development projects. Roll call votes carried 6-0. Peters absent.

ADJOURNMENT

Having no further business a motion was made by Schuepbach and seconded by Shepler to adjourn at 9:37 p.m. Motion carried unanimously.

Respectfully submitted,
Michelle Murphy
Village Clerk

Board approved: March 15, 2016

A copy of the complete minutes are on file at the Village Clerk's office at 130 S. Pardee Street, Marshall for public inspection during office hours or can be viewed on the web at: www.marshall-wi.com