

**VILLAGE OF MARSHALL
BOARD MEETING MINUTES
JUNE 14, 2016**

President Hensler called the Village Board meeting to order at 7:00 p.m. Roll call: Frey, Bunch, Peters, Schuepbach, Shepler and Hensler were present. Diedrick was absent. Others present: Matt Shechtman, Roland Hensler, Susan Hensler, Diane Graff-Courier, Christie Elders, Sara Rigelman-Dane County Parks, Karl Green, Brian Koll-DPW, Lieutenant Nault, Lindsey Reno and Sue Peck-Administrator.

Pledge of Allegiance
Public Comments

MINUTE APPROVAL

A Motion was made by Peters and seconded by Schuepbach to approve the May 10, 2016 regular board meeting minutes for publication as presented. Roll call votes carried 6-0, Diedrick absent.

VOUCHER APPROVAL

A motion was made by Shepler and seconded by Frey to approve the May & June ACH debits for all funds, general vouchers #42163-#42273, payroll vouchers #12259-#12387 and water/sewer vouchers #13357-#13379 for payment. Roll call votes carried 6-0, Diedrick absent.

UNFINISHED BUSINESS

NEW BUSINESS

1. Murphy resignation. **A motion was made by Schuepbach and seconded by Bunch to accept the resignation of Michelle Murphy as Village Clerk/Deputy Treasurer. Roll call votes carried 6-0, Diedrick absent.**
2. Reno appointment. **A motion was made by Peters and seconded by Schuepbach to appoint Lindsey Reno as Village Clerk/Clerk of Court. Roll call votes carried 6-0, Diedrick absent.**
3. 2016-2017 operator licenses. **A motion was made by Schuepbach and seconded by Frey to approve 2016-2017 operator licenses for: Steve Chadwick, Thomas Murphy, William Kowski, Blair Pierce, Joseph Blaschka, Angela Dorn, Debra Herried, Thomas McNelly, James Peschel, Joyce Whiting, Traci Filter, Jonathon Bunch, Brian Brodbeck, Karen Herried, Layne Herried, Dennis Kloeping, Todd Madaus, Edward Roberts, Paul Wehking, Jarod Williams, Susan Woldt, Katie Thompson, Timothy Gorder, Mark Wilson, Sheila Mishleau, Quintin Oxley, Michelle Andruss, Melissa Erickson, Mariah Sewell, Christine Kopplin, Kolton Jurss, Jessica Dorn, Allison Eggers, Tammy Eggers, Alyssa Reed, Natasha Kalk, Larry Leistikow, Stephanie Leverington, Ashley Reeson, Skyler Myers, Devin Weber, Marci Conway, Tiffany Timpel, Tristan Killerlain, Gavin Peck, Bonnie Murphy, Douglas Lutz, Alea Kloeping, April Whitford, Chad Diedrick. Roll call votes carried 6-0, Diedrick absent.**

4. American Mobile Home Communities. **A motion was made by Schuepbach and seconded by Peters to approve the renewal of the American Mobile Home Communities IV, LLC-Evergreen Village Mobile Home Park License for the period 7/1/16-6/30/17.** Discussion: President Hensler said a meeting was held a few weeks back to discuss items that needed to be addressed prior to license renewal. One of the items was cleaning up of the storage area (bull pen). Mr. Shechtman said it is 90-95% cleaned up; there is a small scrap metal pile left that will be gone by the end of the week. They have contracted with McKay to add trees to replace missing evergreens. Light fixtures are on order and should be delivered on the 20th. Faded signs have been replaced; house numbers have been put on the light poles; obstructions of signs have also been taken care of. There are some materials in the bull pen that look out of place somewhat-but are being used in their everyday business. The Village hadn't received the Fire department's inspection report. Mr. Shechtman provided a report from the Fire Department that showed no violations on the check list. Lot 267 took down his shed and cleaned up debris. Lot 261 is in the process of eviction or repairs. Lot 162 skirting has been completed. Mr. Hensler felt the final re-inspection by the Building Inspector and Police should be completed before issuance of the license. He would like the police department to sign off on the bull pen especially due to all the discussions.

President Hensler also brought up the born on date of mobile homes that can be brought into the park. Currently it is 25 years or newer can be brought in. The village is looking to reducing that number to 20 if not 15 years old. Mr. Shechtman doesn't anticipate many older homes coming into the park. Homes built after 1990 have vinyl siding and shingled pitched roofs. They would like to fill all their lots with newer homes. Financing is coming back somewhat so they would like it to remain at 25 years, but could work with 20 years. He felt 15 years may be too harsh. Their long range plan is to bring in new homes. Mr. Shechtman said he thinks everyone is concerned about the appearance of older homes.

Mrs. Bunch said once homes are in place, it is hard to have them removed. She also raised concern about homes that are remodeled along with the safety of the owners/residents.

President Hensler would like some criteria of what would be considered a livable/acceptable mobile home. The Village and Park owners need to have a discussion on what the criteria should be; we need to work together. If we work together we can be stronger and a joint effort may make more sense. Mr. Shechtman said they do send notices out to people telling them to clean homes, etc. If they don't comply they send a tougher letter. If there is no compliance after the third time they send a notice and they can charge back the residents if they haven't taken care of it. They are getting tougher on situations. Mr. Hensler would like some comprise and some teeth that something gets done.

Mr. Shechtman stated they ordered 14-5' Norway Spruce trees that will be put in the gap on highway 19 and some will be put on the School Street side. Mr. Hensler said they also discussed about continuing replacing the trees as they take them out. They have shown good faith already by placing trees now. It is appreciated.

Mr. Shechtman said they do see a trend with the housing period of over building; they do see their industry coming back and see a future of new homes. Mr. Hensler said he would like a sign off by Police and Building Inspector prior to issuance of the permit.

A motion was made by Schuepbach to amend his motion to put the conditions on the American Mobile Homes Community's license that the Chief of Police and Building Inspector must sign off prior to issuance of the license and furthermore the Village, Village's Building Inspector and Mobile Home Park Owners come up with a criteria of what will be considered a livable mobile home , with the criteria being established within 90 days after issuance of the license and this criteria must come back to the Village Board for final approval. Peters concurred with the second. Roll call votes carried 6-0, Diedrick was absent.

5. Fermented malt beverages, wine and intoxicating liquors licenses for the period of 7-1-16 to 6-30-17:

CLASS "B" BEER AND "CLASS B" LIQUOR

A motion was made by Shepler and Peters to approve CLASS "B" BEER AND "CLASS B" LIQUOR licenses for the following:

1. ELTEE, Inc., Agent: Thomas J. McNelly, Trade Name: Marshall Pub, 137 E. Main St.
2. Loga Investments LLC, Agent: Mindy K. Leistikow; Trade Name: Mindy's Silver Fox, 118 E. Main St.
3. Luther-Hampshire-Pearsall American Legion Post 279. Agent: Gerald Scalissi, Trade Name: American Legion Post 279; 279 American Legion Circle.

Roll call votes carried 6-0.

CLASS "B" BEER

A motion was made by Peters and second by Schuepbach to approve CLASS "B" BEER licenses for Marshall Fire Department Inc. Agent: Joseph J. Blaschka, Trade Name: Marshall Fire Department Inc., Firemen's Park, Park Street. Roll call votes carried 6-0.

CLASS "A" BEER AND "CLASS A" LIQUOR

A motion was made by Schuepbach and second by Shepler to approve CLASS "A" BEER AND "CLASS A" LIQUOR for the following:

1. Dolgencorp LLC, Agent: Christine Engelhardt, Trade Name: Dollar General Store #10954, 701 W Main Street, Unit #125.
2. AKJ Spirits & More, LLC; Agent: Traci Filter, Trade Name: AKJ Spirits & More; 518 Plaza Drive, Marshall.
3. Kwik Trip, Inc. Agent: Mariah A. Sewell, Trade Name: Kwik Trip #721, 504 Plaza Drive.

Roll call votes carried 6-0.

6. Cigarette licenses: A motion was made by Peters and seconded by Bunch to approve cigarette licenses expiring 6-30-17 for: AKJ Spirits & More LLC, Kwik Trip Inc., Dolgencorp LLC. Roll call votes carried #6-0.
7. Arcade license: A motion was made by Shepler and seconded by Schuepbach to approve an Arcade/Game Room License for Leisure Coin Machine Inc. for Little Amerricka. 7/1/16 to 6/30/17. Roll call votes carried 6-0.
8. VFW temporary picnic license. A motion was made by Bunch and seconded by Schuepbach to approve a temporary Class "B"/"Class B" Retailer's Licenses for Marshall/Waterloo VFW Post 6614 on August 5, 2016; 203 Hubbell Street; Lions Park. Roll call votes carried 6-0.

9. Catholic Foresters picnic license. **A motion was made by Schuepbach and seconded by Frey to approve a temporary Class “B”/“Class B” retailer’s license for Catholic Order of Foresters Court 1763 for August 20-21, 2016; 112 Beebe St. Roll call votes carried 6-0.**

10. Resolution 2016-01 for rescinding DOT 35’ building setback. Mr. Green is the owner of storage units on W Karem Drive. They needed DOT approve to go into the 35’ building setback area to have a driveway around the south side the buildings. He has been working with the DOT to go into the setback area. On the CSM map that was done by David Bisbee there was a note of building setback of 35’. The law has since changed and the DOT does not have jurisdiction in a municipality that has approved a certified survey map (CSM). The DOT requires the municipality to approve removing the notation on the CSM. They want to get the rescinding document recorded so they can get the project finished. **A motion was made by Bunch and seconded by Schuepbach to adopt resolution 2016-01, approving the DOT rescinding the restriction of a 35’ highway setback restriction of CSM 12238 & 9594. Roll call votes carried 6-0.**

COMMITTEE & COMMISSION REPORTS

) Finance & Oversight

) Public Works & W/S Utility

1. Director of Public Work Brian Koll provided an update on work they have been completing over the past month. Payne and Dolan will begin milling and grading work on the Lewellen St repaving project on June 15th.

2. Logo for Water Tower. A survey was conducted on the possible logo/paintings for the water tower. Design “D” was selected at a cost of \$7000. **A motion was made by Bunch and second by Frey to approve design “D” for the water tower painting. Roll call votes carried 6-0.**

3. Resolution 2016-02, acknowledging the review of the annual Utility Compliance Maintenance Annual report. **A motion was made by Shepler and seconded by Schuepbach to adopt resolution 2016-02 acknowledging the review of the annual utility. Roll call votes carried 6-0.**

) Planning Commission

1. CSM for Gary Grundahl, CSM #12820, 852 Clarkson Road, Marshall, WI 53559 in the Township of York, Parcel #0912-334-3530-0 and the property lies within the Village’s extra territorial jurisdiction. (owner is adding home to existing lot)
A motion was made by Schuepbach and second by Bunch to approve CSM #12820 for Gary Grundahl, property lies within the Village’s extraterritorial jurisdiction. Roll call votes carried 6-0.

2. CSM for Tom Buchanan c/o Aaron Buchanan, Town of Medina, Section 11, (1.23 acres), property address known as 399 Canal Road, Marshall, WI 53559. Zoning Petition #10949 A-1EX to A-2(1), and the property lies within the Village’s extra territorial jurisdiction. **A motion**

was made by Peters and second by Bunch to approve a CSM (9876) for Buchanan property, Town of Medina, Section 11; property lies within the Village of Marshall's extraterritorial boundaries. Roll call votes carried 6-0.

) **Parks & Recreation**

1. Park & Rec Update. Mr. Millner was not present to give a report. Mr. Hensler said they are working at Langer Park for the upcoming disc golf tournaments. The pier at Fireman's park has been fixed and staff will be staining this week. There was fencing repaired at Fireman's Park. They also added wood chips around the trees.
2. Update from Dane County Parks representative Sara Rigelman on Riley-Deppe park enhancements. Sara Rigelman is a parks planner for the County. She was present to show improvements that are needed at the park. Last year they worked on the shelter-new roof. Looking to replace the playground with a new structure. They will be requesting bids to spend up to \$35,000 for equipment. It would be in the same location as the current. They will be updating accessibility pathways to the play area. Given the grade of the area there is an area that will be difficult to mow and she would like to have a group that may be interested in planting in this area. Groups/names should be passed on to Ms. Rigelman and she will coordinate with them. Mr. Hensler thanked Dane County for taking action to make upgrades to the park.
3. Consideration on having electricity available at the open park shelter at Converse Park at all times, without a fee. Currently electricity is only made available when the shelter is rented out. Mr. Hensler said if you don't rent the shelter and you want to plug something in for a short period of time; you have to pay \$75.00. He doesn't see charging for the electricity use. If you are there and no one else is around; He would suggest changing the lock to a padlock and have the combination available –so it protects the children also. **A motion was made by Bunch and second by Frey to approve having electricity available at the open park shelter at Converse Park at all times; without a fee, providing it is padlock with a combination.** Discussion: Mr. Schuepbach asked can someone plug in at all times. Do we want to know who is using it? **Roll call 5-0, Hensler abstained, Diedrick was absent.**

) **Police**

1. Monthly Police report
Lieutenant Nault reported they had 307 calls in May. The department intercepted a drug deal, via Facebook, and caught some individuals. A lot of vehicles thefts have been happening. Junk vehicles are being followed up on. All officers participated in vehicle pursuit training in May. Participated in the bike rodeo at the school-lots of positive feedback. On May 11th the school held service day and students helped out at the Police Department by cleaning the garage and squads. One June 1st there was a bike to school day and over 100 students participated. Well attended event. Slow down campaign is also going on.

Mr. Hensler said he had a resident request to stop a right turn off of Deerfield Road. He wants to see if there is enough traffic there to warrant a no right turn. This will be investigated further.

) **Library**

No report.

) **EMS/Public Safety Building Commission**

Director Allain has moved forward with posting a LTE position. He is still trying to fill his roster. They have 55 active members now.

LEGISLATIVE UPDATES/MISCELLANEOUS CORRESPONDENCE

IDENTIFICATION OF TOPICS FOR FUTURE DISCUSSION AND/OR ACTION

Mr. Frey said the Lee Merrick Foundation is conducting a survey on horseback riding in the Marshall area. They want to know if this is something of interest to the community. He encouraged people to complete the survey.

OTHER BUSINESS

1. **Closed session: 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. (Community Pride Development hotel proposal) Motion carried unanimously**
2. **Open session: A motion was made by Schuepbach and seconded by Frey to reconvene to an open session per Wisconsin Statutes §19.85(2). Motion carried unanimously.**
3. Recognize members and others present. Frey, Bunch, Peters, Schuepbach, Shepler, Hensler, Peck, and Reno were present.
4. Consideration action from closed session as deemed necessary. No action was taken.

ADJOURNMENT

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

Respectfully submitted,

Sue Peck
Administrator/Treasurer/Deputy Clerk