

**VILLAGE OF MARSHALL
BOARD MEETING MINUTES
August 2, 2016**

President Hensler called the regular Village Board meeting to order at 7:00 p.m. Members present: Bunch, Frey, Peters, Shepler, Schuepbach, Diedrick and Hensler were present. Others present: Tom TeBeest- Town & Country Engineering, Brynn Fitzsimmons- Courier, Christine Eilders, Scott Allain- Marshall EMS, Brian Koll-DPW, Police Chief Hellenbrand, Police Lt. John Nault, Parks & Recreation Director- Brandon Millner, Sue Peck-Administrator, and Lindsey Reno- Village Clerk.

Pledge of Allegiance

Public Comments

Mr. Hensler discussed the Park Committee member who moved out of the Village of Marshall. Hensler believes that the member still may come to the meeting but cannot participate in voting. The Village attorney stated that if you didn't live in the Village, you can't vote; however, the Village president may appoint anyone he wants outside of the Village for input. The rule was not enforced and the member was still voting. Only members of this village may vote. Hensler apologizes for not following the rule. The Village Parks committee will have 2 openings.

A motion was made to move the Parks & Recreation discussion up- unanimously approved

MINUTE APPROVAL

Approve the May 17, 2016 special board meeting minutes and June 14, 2016 regular board meeting minutes. **A motion was made by Bunch and seconded by Shepler to approve the May 17, 2016 special board meeting minutes and June 14, 2016 regular board meeting minutes for publication as presented. Roll call votes carried 7-0**

VOUCHER APPROVAL

1. Approval of final pay request no. 7 from James Peterson Sons, Inc, \$46,419.52, Deerfield Road Project. **A motion was made by Schuepbach and seconded by Diedrick to approve the final pay request no. 7 from James Peterson Sons, Inc. \$46,419.52, Deerfield Road Project. Roll call votes carried 7-0.**
2. Approval of June/July ACH debits for all funds, general vouchers #42330-42377, payroll vouchers #12471-12509 and water/sewer vouchers #13403-13411 for payment. **A motion was made by Peters and seconded by Bunch to approve the June/July ACH debits for all funds, general vouchers #42330-42377, payroll vouchers #12471-#12509 and water/sewer vouchers #13403-#13411 for payment. Roll call votes carried 7-0.**

UNFINISHED BUSINESS

NEW BUSINESS

1. Street use Permit for Marshall Area Business Association. **A motion was made by Shepler and seconded by Diedrick to approve a street closing permit, 100-200 block of Main Street, to MABA for Main Street Mania on September 24th, 2016. Roll call votes carried 7-0.**

2. Temporary Class B Retailers license for Main Street Mania. **A motion was made by Diedrick and seconded by Schuepbach to approve a temporary class b retailer's license to Marshall Area Business Association for Main Street Mania on September 24th, 2016. Roll call votes carried 7-0.**
3. Ordinance 2016-04- updating the municipal code with approved rates & regulations. **A motion was made by Schuepbach and seconded by Bunch to approve Marshall Ordinance 2016-04 updating the municipal code in regards to approved rates and regulations by the Public Service Commission of Wisconsin for the water utility. Roll call votes carried 7-0.**
4. Street use permit for Marshall High School Homecoming Parade. **A motion was made by Peters and seconded by Frey to approve the street closure for the Marshall Homecoming Parade closing Park St from Firemen's Park to Elm St to North Beebe St to Main St to Howard St to Herman St to William St to the Early Learning Center. Roll call votes carried 7-0.**
5. Billing Struck & Irwin for theft of water & damage to sidewalks/approaches. **A motion was made by Bunch and seconded by Frey to approve billing Struck and Irwin for theft of water and damage to sidewalks/approaches. EMS Commission to withhold payment to contractor for aforementioned damages until the board is satisfied with the result. Roll call votes carried 7-0**

Hensler informed the company that they didn't have permission to take water from the hydrants. Koll reported that they used approximately 136 gallons of water. Their equipment left damaged sidewalks at the fire station and Lion's park. Hensler believes there should be a fine for taking water without permission.

COMMITTEE & COMMISSION REPORTS

- **Finance & Oversight**

- **Public Works & W/S Utility**

1. Director of Public Works Report.
Mr. Koll reported that Koll was at the water tower today and stated that the painters are on track. Peters asked if there is a painted cross walk down on Lewellen by Dairyland, koll said would get that done. Allain asked for the timeline on watertower- 30 to 40 days pending weather. Hensler discussed thanking the street department for doing a remarkable job on getting everything done. Hensler thanks the police department for delivering cases of water and their professionalism for helping to go out of their way to do that.
2. Acceptance of 2015 public works improvements- Deerfield Road Area Commercial Development. **A Motion was made by Shepler and seconded by Diedrick to accept the 2015 public works improvements. Roll call carried 7-0.** TeBeet discussed DOT satisfied project completed satisfactory. Asphalt, pavement, grading pond and remainder of project. Warranty would start one year from today

- **Parks & Recreation**

1. Park & Rec Update. Park and Rec Director Millner gave an update on the parks. He mentioned the upcoming soccer camp taking place on Aug 15-19-- there are flyers in the office and posted on the Parks and rec Facebook page. Langer- Disc golf clubs raised roughly \$10,000 since the course expansion. Diedrick stated that the PGA officials said that it was one of the greatest competitions and will try to keep it on a 6-8 year rotation for tournaments. Millner discussed putting up 37 tee signs. Millner discussed possibility of girls fall softball at Converse Park. The batting cage (poles) is currently under repair at Fireman's Park.

- **Police**

1. Monthly Police report. Chief Hellenbrand reported that there were 319 calls for the month of July. He discussed avenues to make the police officers safer. Possibly adding a camera to one of the squad cars with grant money the department received. The DOJ recommends responding with 2 officers (officer 1/3 less likely to be injured by someone with 2 officers), The Department will have two officers in one squad from the peak hours of 2:00 P.M. until 2:00 A.M. Hellenbrand also asked the board to come up with ideas for an office layout to keep the Police Department and the Village Clerks safe. The board is in unanimous support of the Police Department and Chief Hellenbrand decision on two officers in one squad car during peak hours.

2. Bids for the purchase of a 2017 squad car

First bid mentioned was Ewald Ford in Hartford, WI for \$26,550. The second Bid was from Keyser Ford in Madison, WI at \$27,632. Both are the 2017 Ford Interceptor Utility. Ewald gives a municipal discount of \$7200 and Keyser gives \$6,100. Hellenbrand recommends Ewald Ford \$26,550 which also includes destination charge and lighting on the open tailgate. The Village will be selling the Crown Victoria for a "Utility" style squad. The new squad will offer more room and four wheel drive. Hellenbrand mentioned that 80-90% of police departments are making the switch over to utility style vehicles.

A Motion was made by Peters and seconded by Shepler to accept the Ewald Ford of Hartford, WI bid of \$26,550 for a 2017 Ford Interceptor Utility vehicle. Roll call votes carried 7-0.

- **Library**

1. Marshall Community Library Report- Schuepbach shared a few highlights from the month of June.

- **EMS/Public Safety Building Commission**

1. EMS Director - Scott Allain updates- The crack sealing was completed on July 19th. Allain shared highlights from the EMS report

LEGISLATIVE UPDATES/MISCELLANEOUS CORRESPONDENCE

IDENTIFICATION OF TOPICS FOR FUTURE DISCUSSION AND/OR ACTION

OTHER BUSINESS

1. 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. (EMS future staffing/platform

change and campground progress) A motion was made by Schuepbach and seconded by Diedrick 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 conduction other specified public business, whenever competitive or bargaining reasons require a closed session. (EMS future staffing/platform change and campground progress). Motion carried unanimously.

2. Reconvene to an open session per Wisconsin Statute 19.85(2). A motion was made by Diedrick and seconded by Schuepbach to reconvene to an open session per Wisconsin Statute 19.85(2). Motion carried unanimously.
3. Recognized members and others present. R. Frey, M. Bunch, M. Peters, C. Diedrick, M. Shepler, J. Schuepbach, and M. Hensler.
4. Action from closed session as deemed necessary.

ADJOURNMENT

Having no further business a motion was made by Peters and seconded by Frey to adjourn at 10:03 p.m. Motion carried unanimously.

Respectfully submitted,
Lindsey Reno
Village Clerk

Board approved: September 13, 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