

MARSHALL VILLAGE BOARD

March 12, 2019

Minutes

President Schuepbach called the Village Board meeting to order at 6:35 PM. Roll call: Frey, Pitzer, Andrews, Michalak, Campbell present. Gibbons absent

PUBLIC ACKNOWLEDGEMENTS, PRESENTATIONS, RESIDENT COMMENTS

1. Village President Comments/Remarks- Moving planning commission items up before presentation section. Kudos out to street department for snow and ice removal. Another shout out to the Marshall Girls Basketball state championship, second year in the row.
2. Public Comments- Dan Grady, Dist. Administrator from the Marshall School spoke about the school referendum. Grady, Bob Chady and Paul Wheking gave some background information on the referendum.

MINUTE APPROVAL

1. Approve the February 12, 2019 regular board meeting minutes for publication as presented. **A motion was made by Michalak and seconded by Andrews to approve the February 12, 2019 regular board meeting minutes as presented.** Under EMS and PSB section, Pitzer wants to strike "to everyone for taking over ownership of the plan" Also under "New business" the actual dollar amount for the sale dropped to 1,500,000 from 1,515,000. **Roll call votes carried 6-0, Gibbons absent.**

VOUCHER APPROVAL

1. Approval of February & March ACH debits for all funds, general vouchers #45042-45133, and payroll vouchers #14739-14797 for payment. **A motion was made by Campbell and seconded by Michalak to approve the February and March ACH debits for all funds, general vouchers and payroll vouchers for payment. Roll call votes carried 6-0, Gibbons absent.**

PRESENTATIONS

1. 2019 Digital Marketing Campaign Update with Bill Cavanaugh from TMJ4- Cavanaugh could not be in attendance due to staffing issue. Ruechel stated that this is getting delayed until March 25th. There will be email information sent out to trustees with updates to help speed this process up. March 25th will be the official kick off date for Milwaukee digital market.
2. 2019 Media Marketing Campaign Update with Dave Piazza from NBC 15. – Dave Piazza passed around some scripts based on feedback from the trustees. There are three, 15 second book-end commercials. The trustees continued discussion on the transcripts.

VILLAGE DEPARTMENT REPORTS

1. Parks & Recreation

1. Park & Recreation Update
2. Discussion and considering of the recommendation from the Parks Committee for approval of the Farmers Market to be located at Firemens Park and waive the special event application and vendor fees for the first year. **A motion was made by Andrews and seconded by Frey to**

approve the Farmer's Market to be located at Firemen's Park and waive the special event application and vendor fees for the first year. Millner made it clear that Trustee Michalak will be running this. The parks and the Village will have nothing to do with this as far as the event is concerned. For Village liability, Millner did create a vendor agreement with rules, etc. for the vendors to sign and Michalak is responsible for filling out an annual event permit as the facilitator of the event. **Roll call votes carried 6-0, Gibbons absent.**

3. Discussion and considering of the recommendation from the Parks Committee to adopt the 2019-2023 Comprehensive Outdoor Recreation Plan. **A motion was made by Frey and seconded by Pitzer. Roll call votes carried 6-0, Gibbons absent.**
4. Discussion and considering of the recommendation from the Parks Committee to implement pay to play disc golf at the Birds Ruins Disc Golf Course at Langer Family Park. **A motion was made by Frey and seconded by Pitzer to approve implementing pay to play disc golf at the Birds Ruins Disc Golf Course at Langer Family Park.** Millner stated that there will be an ordinance change with rules and prices. Currently annual fee would be \$20 and a \$5 daily permit fee. There would be a \$10 replacement fee and a \$50 ordinance violation for those playing without permits. Millner would be able to issue those violations and take it off of the police work load. **Roll call votes carried 6-0, Gibbons absent.**
5. Discussion and considering of hiring a full time Parks & Recreation Coordinator pending a background investigation beginning April 8th. **A motion was made by Frey and seconded by Campbell to hire a full-time Parks and Recreation Coordinator pending a background investigation beginning April 8th.** Millner stated that they are going through applications and interviews now. Michalak made it clear that this is a coordinator and Millner is the director. Schuepbach reminded the board that this position was approved during the budget process. Pitzer requested to be involved in the process as part of the Finance and Oversight Committee. **Roll call votes carried 6-0, Gibbons absent.**

2. Public Works & W/S Utility

1. Public Works & W/S Utility Update
2. Discussion and Consideration of Recommendation for Award of Contracts for 2019 Street & Parking Lot Improvements. (Raymond P Cattell, Inc \$224,247, Forest Landscaping & Construction, Inc \$240,850 and Wolf Paving & Excavating \$247,967.50) **A motion was made by Michalak and seconded by Frey to approve a 2019 Street & Parking Lot Improvements contract to Raymond P Cattell, Inc. in the amount of \$224,247.** DPW Koll mentioned that sometimes you will see a price difference based on the availability of a company. For instance, someone may come in very high because they have a busy season, etc. Project to be located at Riverview Drive, starting at the Sleepy Hollow Lane intersection going about 1000 ft. The parking lot repaving will be the municipal lot on Main Street across from the Fox Bar and Grill. This project is slated to start sometime in June or July of this year and lasting about 3-4 weeks, weather depending. Town and Country as well as DPW Brian Koll recommend Raymond P Cattell. Ruechel mentioned this is within our Capital Improvement plan that was approved in our 2019 budget. Pitzer asked if the Village staff could look into adding a vehicle charging station in that parking lot, if anything, see what it would cost to trench it and have the bones there for future addition. **Roll call votes carried 6-0, Gibbons absent.**

3. Police

1. Police Update
2. Discussing and consideration on hiring a full time Police Patrol Officer pending a background investigation to fill open position vacancy. **A motion was made by Campbell**

and seconded by Michalak to approve hiring a full-time Police Patrol Officer pending a background investigation to fill open position vacancy. Nault mentioned that the position is already budgeted for. **Roll call votes carried 6-0, Gibbons absent.**

NEW BUSINESS

1. Discussion and Consideration of Village of Marshall Listing Proposal for Whistle Street Lot 1 & 2 with Lighthouse Commercial Real Estate LLC. **A motion was made by Campbell and seconded by Frey to approve the listing proposal for Whistle Street Lot 1 & 2 with Lighthouse Commercial Real Estate, LLC.** Dave from Lighthouse Commercial gave a presentation on how they would plan on listing the properties the Village currently owns for commercial or residential development. Their priorities are trying to list as an event barn and hotels, however, if something else comes along, that would be proposed to the Village Board. The developer incentive will all be part of the TIF. Ruechel stated that the previous hotel that wanted to possibly build here would be a 4.5 million dollar hotel. Pitzer asked for Ruechel to get some low end/high end numbers for hotels to get tax dollars and cash flow towards the TID. Pitzer proposed a table on this motion. **A motion was made by Campbell and seconded by Frey to table this conversation in order to get more information on numbers in comparison. Roll call votes carried 6-0, Gibbons absent.**
2. Whistle Stop Campground Update.

COMMITTEE & COMMISSION REPORTS

1. Finance & Oversight

1. Finance & Oversight Updates
2. Discussion and consideration on recommendation to the Village Board for all employees and trustees to ban all usage of social media as a condition of employment. **A motion was made by Michalak and seconded by Pitzer to group discussion items 2-5 of this section to deny it because it is satisfied that the Finance and Oversight looked over these recommendations and found that existing policies are in place. Roll call votes carried 6-0, Gibbons absent.**
3. Discussion and consideration on recommendation to the Village Board to remove persons from board meetings who verbally threaten board members with physical assault.
4. Discussion and consideration on recommendation to the Village Board in regards to comments related toward ethnic, gender or racial slurs becoming grounds for immediate termination whether by a trustee, employee or contracted employee.
5. Discussion and consideration on recommendation to the Village Board on when a trustee submits a topic for discussion or consideration in writing/email 72 hours prior to a board meeting it gets put on the agenda automatically.

2. Planning Commission

1. Planning Commission Updates-
2. Discussion and Consideration of recommendation for Planned Unit Development to be located at 6116 Hwy 73, Marshall WI, 53559. (this was moved up after public comments section) **A motion was made by Andrews and seconded by Frey to consider the recommendation for the PUD located at 6116 Hwy 73, Marshall, WI 53559.** Ruechel gave an update on what

happened at the planning commission meeting from February 2019. The property owners put a proposal together over the last 4 months in accordance with our ordinance. There would be a mix of a one bedroom and two bedroom units. This property is currently zoned at RM (multi-family residential). Ruechel stated that the multiple buildings could be on one site (according to building inspector and village attorney). The lot areas, setbacks are all mirrored for the allowed use. There is a DOT set back of 100 feet from the highway, that's why the original building was set where it is. Ruechel mentioned that there needs to be a firm reason why it gets denied. Ruechel explained that the resident's number one concern is the actual residents who live near the new building. When the Planning Commission met February 26th, 2019, it was voted 1-5, Schuepbach voting FOR and Wollin, Vick-Peck, Blaschka, Gibbons and Eggers voting AGAINST. Peck was absent. Brenda Steele 6094 N. Lewellen Street spoke about how they enjoy the quite single family homes around them. Evan Chapin- one lot down from where property is being built. Stated that he has seen how Sun Prairie has built so many apartments and that isn't the way he wants to see Marshall. Weigand's on 6113 N. Lewellen St. mentioned that they explained their thoughts to the planning commission members. They are not opposed to apartments and the business minded to want to make more money. Michalak asked if anyone of their property values went down since they purchased the unit. Weigand stated they were built around the same time; it would be hard to say there would be a comparison. Chapin stated that if someone were to sell their house, it wouldn't sell because of that additional unit. Andrews stated that Weigand's knew that there were multi-family homes already there. Weigand stated that as a board you have a lot of ability to exercise your digression based from the Wisconsin Statutes. Weigand also mentioned that the ordinances and zoning codes are there to guide the committees and trustees. There is also a reason where there are public hearings; so that the community can voice their concerns so that you can get both sides from the legal side and the public side. Weigand stated that a reason to deny would be 13-1-52 where it states that "the plan shall not be contrary to the general welfare and economic prosperity of the community" and "A proposal shall be in general harmony with other homes in the neighborhood as well." Giving another legal reason to deny. Vick-Peck from the planning commission was quoted by Weigand that approving the ordinance and legal side of things is just one hurdle, public approval is the other half of the process. Shawn Montanio spoke about the timeline from when they purchased the property and the condition it was in. He mentioned there is a screening process that is involved for their tenants. They do not want to have a lot of traffic. Trustee Campbell stated he would like to better check out the property and understands both sides and would like more time to assess the situation. **Campbell made a motion to table this item until next meeting in order to have more time to look at the property; the motion was seconded by Andrews. Roll call votes carried 6-0, Gibbons absent**

3. Consideration and recommendation of ground sign approval for Meadows of Marshall to be temporarily located at 405 E. Main Street, Marshall WI 53559. A motion was made by Campbell and seconded by Michalak to accept the recommendation from the planning commission to deny a temporary sign to be located at 405 E. Main Street. The Planning Commission does not want this to set a precedent for off premise advertising. **Roll call votes carried 6-0, Gibbons absent.**

3. Library

1. Library Updates

4. EMS/Public Safety Building Commission

1. EMS/PSB Report and updates

LEGISLATIVE UPDATES/MISCELLANEOUS CORRESPONDENCE

IDENTIFICATION OF TOPICS FOR FUTURE DISCUSSION AND/OR ACTION

Michalak was wondering if there was a way the Village could help fix the roof on the old liquor store building and Neim Bequiri's building on Plaza Drive.

Going forward, Pitzer wants to make sure Ruechel keeps the respective committees informed on the renewable energy information that they are currently working on.

OTHER BUSINESS

1. Convene to a Closed Session per Wisconsin Statute §19.85(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. (TID 2 possible economic development) **A motion was made by Michalak and seconded by Frey to convene to closed session pursuant to WI Statutes 19.85(e). Roll call votes carried unanimous.**
2. Reconvene to an open session per Wisconsin Statute §19.85(2). **A motion was made by Michalak and seconded by Andrews to reconvene to an open session. Motion carried unanimous.**
3. Recognize members and other present.
4. Action if deemed necessary- No action.

ADJOURNMENT

Having no further business, a motion was made by Campbell and seconded by Frey to adjourn at 11:17 PM. Motion carried unanimous.

Respectfully submitted,

Lindsey Johnson
Village Clerk

Board approved: April 16, 2019

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