

Agenda
Village of Port Edwards Board Meeting
Tuesday, November 9, 2021

Board Meeting, Marshall Buehler center, 7:00 p.m.

If you are member of the public and wish to listen, please call the dial in number below and you will be acknowledged. It will be held via ZOOM for the most part.

Join Zoom Meeting <https://us06web.zoom.us/j/85064146072?pwd=TIJTZlpxUVVqZnpqQzY2RDARODU4QT09>

Meeting ID: 850 6414 6072, Passcode: 267005, One tap mobile +16465588656

Meeting Audio Dial-in number: 715-423-6698, Access Code ID: 02067

Village Board Meeting

- 1) Call to order.
- 2) Roll call.
- 3) Pledge of Allegiance.
- 4) **MOTION** to Approve the Consent Agenda
 - a. Meeting minutes (from the 12 October 2021 Board MTG)
 - b. Vouchers (Pay monthly bills, journal entries, etc.)
- 5) Public comment on agenda items.
- 6) President's Report.
- 7) Committee Reports:
 - a. Airport Commission. (Met on 4 November 2021)
 1. Review proceedings of the commission.
 - b. Public Works Committee. (Did Not Meet in November 2021)
 1. Committee Chairman's Comments
 - c. Parks and Recreation Committee. (Met on 28 October 2021)
 1. Committee Chairman's Comments
 - d. Public Safety Committee. (Met on 2 November 2021)
 1. Committee Chairman's Comments
 - e. Finance and Human Resource Committee. (Met on 4 November 2021)
 1. Committee Chairman's Comments
 2. **MOTION** to transfer the funds from the sale of the Police cruiser from the general funds into the Police vehicle 400 account for a future purchase.
 - f. Planning, Property & Information Technology Committee. (Did Not Meet)
 1. Committee Chairman's Comments
- 8) Unfinished Business from previous meetings.
 - a) DMI Update. The administrator will provide a current status on the dealings with DMI
- 9) New Business.
- 10) Report from Village Administrator.
- 11) Report from Clerk/Treasurer.
 - a) **MOTION** to authorize a Public Hearing for the 2022 Village budget as presented at the meeting. The public hearing will be held on November 30, 2021 at 7:00 p.m.
 - b) **MOTION** to move the December Board meeting to November 30, 2021 for taxing purposes.
- 12) Trustee Comments.
- 13) Committee meeting calendar. (Next 30 Days)
 - PW meeting: 18 November 2021, 1600 (4 pm), method in person
 - PR meeting: 18 November 2021, 1600 (5 pm), method in person

- PS meeting: 7 December 2021, 1600 (4:00 pm), method in person
 - FHR meeting: No December 2021 meeting
 - PLPIT meeting: 9 December 2021, 1700 (5:00 pm), method in person
 - Committee of the Whole: Budget discussion 22 November 2021, 1700 (5pm), method in person
 - Village Board: 30 November 2021, 1900 (7:00 pm), method- in person (following Public Comment on Budget)
 - Public Comment on Village 2022 Budget: 30 November 2021, 1900 (7:00pm), method in person
- 14) **MOTION** for Adjournment.

Validated:

President of the Board of Trustees, Joseph Zurfluh

Village Administrator, Raymond “Boz” Bossert

The Village Board meeting was held at the Port Edwards Fire Station and also set up as a conference call meeting according to Wisconsin Attorney General Release Coronavirus Disease 2019 (COVID-19) and Open Meetings. The number to call in: 715-423-6698; 5-digit conference ID: 02067.

The agenda for this meeting was posted on the Municipal Building door, the entrance of the Police Department/Marshall Buehler Center, and at Nekoosa Port Edwards State Bank in Port Edwards, as well as on the Village website.

The Village Board meeting was called to order by President Zurfluh at 7:00 p.m.

Present: President Zurfluh, Trustees Bingham, Duncan, Grunden, Mancl & Mitchell

Absent: Trustee Saylor (excused)

Also Present: J. Worden, S. Drew (via telephone), R. Bossert, D. Tremmel

Citizens: Jeremy Sickler (Airport Manager), Scott Stewart, Pat Tyler & Gary Blum (Police & Fire Commission Members)

President Zurfluh acknowledged the passing of Diane Solberg on September 24, 2021. She served as Village Clerk in 1993. She was also the wife of Jeff Solberg, who was a public works employee for the Village who recently retired. President Zurfluh also acknowledged the passing of Jim Schuerman on October 7, 2021. He served on the Village of Port Edwards Fire Department for 32 years and was Assistant Chief at the time of his retirement.

Motion (Duncan/Bingham) to approve the Consent Agenda (meeting minutes from September 14, 2021 Board meeting and to approve monthly bills and the journal entries for the previous month). Motion carried. All ayes.

Public Comment: None

President's Report: None

Special Recognition: Scott Stewart also acknowledged Jim Schuerman's passing. He stated that the firefighters lost a brother and a friend and asked everyone to join in a moment of silence. Mr. Stewart stated that the Police and Fire Commission officially appointed Jason Worden as the new Fire Chief at their September 13th meeting and that he is to be sworn in at tonight's Board meeting. A swearing in ceremony took place with Jason Worden taking oath and his mother pinning on his badge.

Airport Commission: Review of minutes.

Airport Manager Jeremy Sickler gave a brief presentation on the airport activities. They have been busy all summer keeping up with the aircraft coming in. Upcoming projects include a new fuel system being put in and acquiring easements which will lead to removal of trees. He clarified that no houses were being purchased. The Village's 2022 contribution to the Airport Commission is \$8,030. Administrator Bossert asked that the Village be provided with specifics as to how the Village benefits from the annual payment.

Proposed Motion on Agenda: Motion to approve the Village contribution to the 2022 South Wood County Airport budget of \$7,880.

Motion (Zurfluh/Mitchell) to approve an amendment to the proposed motion to change the amount from \$7,880 to \$8,030. Motion carried. All ayes.

Amended Motion: Motion (Mancl/Bingham) to approve the Village contribution to the 2022 South Wood County Airport budget of \$8,030. Motion carried. All ayes.

Police and Fire Commission: No report.

Public Works: Review of minutes.

There will be no meeting scheduled for next month.

Parks & Recreation: Review of minutes

Public Safety: Review of minutes.

Finance and Human Resources: Review of minutes.

Planning, Legislative, Property & Information Technology: Review of minutes.

Motion (Duncan/Mancel) to approve subdivision of four parcels in Grand Rapids located along Deer Road, Parcel #0701003. Motion carried. All ayes.

Motion (Duncan/Mitchell) to approve Resolution #2021-8 for Ward Division, Designating Polling Places, and Election of Trustees. Motion carried. All ayes.

Unfinished Business: Administrator Bossert gave an update on DMI. He had discussions with Joe Moore of DMI. DMI settled their lawsuit and is working with the County on payment of past due real estate taxes. Rail work is going on and demolition is out for bids. A grant application will be submitted to Legacy requesting money for a riverwalk. It was questioned whether the Village was still in need of the legal firm working on DMI matters. Administrator Bossert presented the DOT’s Hwy 54 project plan. There is a meeting scheduled with the DOT regarding the project this week. The DOT plans to move the curb but not the sidewalk or street lights. Administrator Bossert stated that he has been in meetings with the DNR and Nepco Lake residents regarding the problem with weeds in Nepco Lake. The DNR will help with weed mitigation. The cost will be about \$100,000 to take care of the weeds. The County is also involved in this matter. He is still working with residents regarding services that will be provided when the Boundary Agreement ends.

New Business: Administrator Bossert mentioned the GoGov app which is an IT platform for Village resident notifications and ease in information access. There was concern as to whether enough residents would use the app to make it worth the cost of \$2,000 per year. Mr. Bossert will provide more information in the future.

Village Administrator Report: Administrator Bossert mentioned that the restaurant is being remodeled and the owner is getting ready to open in approximately two months. Their plan is to serve breakfast and lunch.

Clerk-Treasurer Report: None

Communications: None

Trustee comments: Trustee Grunden stated that she will not be at next month’s Parks & Recreation Committee meeting. President Zurfluh confirmed that he will be at the meeting so there will be no need to find a substitute. Trustee Duncan stated that he has over 30 years serving the public on various boards and committees. He has received anonymous letters throughout that time, with the most recent complaining about his dog barking while his wife takes it for a walk about 6:00 a.m. If the dog sees a deer or something, it will bark. Trustee Duncan stated that he would like the person to talk to him directly or call the police rather than sending an anonymous letter. After serving the public for so many years, Trustee Duncan said it would be nice to get a “thank you” once in a while.

Meeting adjourned at **8:00** p.m.

Diane M. Tremmel, Village Clerk-Treasurer

The following Village bills were approved for payment:

Abts Law LLC-monthly retainer (October)	1000.00
Ace Hardware-misc expenses	1092.16
Advance Janitorial Service & Supply-monthly statement	208.50
Advanced Disposal-WR-M3 – monthly statement	10010.25
Advantage Plumbing & Heating Inc-restroom fixtures for PD	1365.30
Aflac-monthly statement	274.50
Alliant Energy-monthly statement	5941.98
American Welding & Gas Inc-fire equip replace & maint	36.64
Anderson O’Brien-TIF legal fees	80.00
Brooks Tractor Inc-street machinery	1858.42
Bull’s Eye Country Club-police conference rental, breakfast & lunch	154.99
Cintas Corporation-monthly statement	799.33
Concentra Health Services Inc-random alcohol tests for CDL	120.00
Diversified Benefit Services Inc-Oct health reimb arrangement	102.65
Diversified Benefit Services Inc-health insurance deductible reimb	1635.04
Diversified Benefit Services Inc-health insurance deductible reimb	325.63

Diversified Benefit Services Inc-health insurance deductible reimb	168.52
Ferguson Enterprises LLC #1550-veterans memorial flag pole materials	180.59
Insight FS-street machinery; small equipment	1419.70
John Hanson-refundable shelter deposit	25.00
Kenneth Murray-reimb for ww conference expenses; water exam	411.50
Lonn Radtke-unused sick leave health insurance reimb	285.04
Napa Auto Parts/Nekoosa-misc expenses	134.60
Port Edwards Post Office-postage stamps	232.00
Port Edwards Water Utility-quarterly bills	4842.91
Scott Construction Inc-paving Rangeline Road	13200.00
Scott Drew-reimb for candy for school parade	63.98
Security Health Plan-monthly statement	22410.16
Solarus-monthly statement	1257.32
State of Wisconsin-September court report	222.00
Tactical Solutions-police radio/radar	245.00
The Dirks Group LLC-Office 365 – 1 mo;	483.00
Verizon Wireless-monthly statement	430.29
We Energies-monthly statement	147.12
WI Environmental Improvement Fund-interest for Clean Water Fund loan	7413.74
Wis Valley Building Products-parks	47.85
Wood County Treasurer-September jail assessment	80.00
A-1 Services Wisconsin Rapids LLC-sidewalks; pave track	4440.00
Anderson O'Brien-TIF legal fees	265.00
Ben Martinson-continuing education classes	49.00
BGA LLC-monthly building inspection expense	2000.00
Brooks Tractor Inc-street machinery	927.31
CNA Surety-cashier bond	100.00
Commercial Testing Laboratory Inc-testing (wastewater)	1229.50
Core & Main LP-maint of pumping plant	234.56
Craig Kester-reimb for fire dept office supplies	66.28
Dinges Fire Company-fire dept capital outlay	1037.87
Election Systems & Software Inc-batteries for DS200	180.00
Ferguson Enterprises LLC #1550-maint of mains	853.50
James Leiser-health insurance unused sick leave reimb	157.84
Jason Worden-reimb for fire dept office supplies	113.41
Jeffery Abley-reimb for Mid-State Tech class	114.15
Marco Technologies LLC-copier contract & additional copies	94.24
Nekoosa Port Edwards State Bank-October direct deposit fee	50.00
Nicholas Flugaur-restitution on citation	859.33
Phillips 66-monthly statement	1448.43
Piggly Wiggly-fire meeting expense	92.98
Principal Life Insurance Company-monthly premium	60.58
Quill LLC-misc office supplies	232.35
Rapids Sheet Metal Works-balance for warming house furnace (ARPA Exp)	1967.50
Ray Bossert-reimb for various purchases	688.22
W.S. Darley & Co-fire dept capital outlay	350.59
Wis Dept of Natural Resources/OCP-wastewater & water certifications	90.00
Wis Dept of Revenue/Milwaukee-2021 manufacturing assessment	643.90
Wis Dept of Transportation-police conferences	60.00

Wages & Salaries – October wages **64006.32**

The following Water Utility Bills were approved for payment:

Alliant Energy-monthly statement	2322.87
Badger Meter Inc-backhaul comm fees Oct-Dec 2021	54.00

Core & Main LP-maint of hydrants	140.22
Mailboxes & Parcel Depot-testing	24.46
Public Service Commission of Wisconsin-assessment fees	596.26
WI State Lab of Hygiene-testing	26.00

Building Permits:

John & Roberta Bingham-sign
 Dylan & McKenna Schudy-fence
 Cade Peet/Heather Mentzel-add 2 x 6 to each rafter; remove shingles & install new shingles
 All Fenced Up (Michael Vruwink)/Max Ayres-fence
 John Nigon/Dave Bruener-addition to west side of house
 American Fence/John Chadwick-replace existing fence with new vinyl
 Ellen Arnold-new steps

Electrical Permits: None

Plumbing Permits:

Steve's Plumbing/Dan & Sarah Doeberriener-install drain tile system, sump pit, re-pipe all waste in house
 Steve's Plumbing/Yvonne Koenig-replace sewer and water lines via pipe bursting due to leak in water line

Excavation Permits:

We Energies/O'Connor-alter gas service in way of addition

ALEXANDER FIELD

SOUTH WOOD COUNTY AIRPORT MUNICIPALLY OWNED

MEETING MINUTES

AIRPORT COMMISSIONERS:

Shane Blaser, Mayor
Arne Nystrom, Chairman
Joe Zurfluh, President
Brad Hamilton, Alderman

MUNICIPALITIES:

City of Wisconsin Rapids
Town of Grand Rapids
Village of Port Edwards
City of Nekoosa

10/7/21

The South Wood County Airport Commission met on Thursday October 7, 2021 at 8:00 AM at the South Wood County Airport, Alexander Field. Members present were Shane Blaser, and Joe Zurfluh, Brad Hamilton, and Jeremy Eichorn. Also in attendance were Merry Mackenzie, Bill Clendenning, Dennis Polach, Tom Becker, and Jeremy Sickler.

1. Call to order: Chairman Blaser called the meeting to order at 8:02 AM.

2. Approval of previous month's minutes (9-2-21):

Motion by Commissioner Zurfluh, 2nd by Commissioner Hamilton to approve the minutes as presented. Motion carried.

3. Airport Manager's Report:

Airport Manager Sickler presented the sales and revenues for the year to date and previous month. Both are the highest since the Commission took over FBO operations. Also, the Assumption Cross Country event was a success and will most likely be larger next year. Motion by Commissioner Blaser, 2nd by Commissioner Nystrom to approve the Airport Managers Report. Motion carried.

4. Old Business

a. Discuss and consider action regarding the 2022 budget. Sickler presented a draft of the 2022 department budget to the Commission. The proposed budget included the Municipal contributions and the salary/wage/benefit figures. Collective municipal contributions were held flat again in this budget except the Wood County contribution is being decreased by \$5000. Motion by Commissioner Blaser, 2nd by Commissioner Nystrom to approve the Airport Managers Report. Motion carried.

5. Review of Financial Statements.

Financial statements were presented and reviewed. Motion by Commissioner Hamilton, 2nd by Commissioner Blaser to approve the vouchers. Motion carried. Commissioner Eichorn abstained.

6. Future Agenda Items:

Doug Galuk hangar request

7. Public Comment:

None.

8. Correspondence Received:

Thank you card from Assumption Cross Country team.

9. Set next meeting date:

November 4 at 8:00 AM

- 10. Adjourn:** Motion made by Commissioner Hamilton, 2nd by Commissioner Zurfluh to adjourn at 8:47 AM. Motion carried.

Minutes prepared by Jeremy Sickler; Respectfully reviewed and submitted, Chairman Blaser

VILLAGE OF PORT EDWARDS

Port Edwards, Wisconsin

COMMITTEE: Parks & Recreation Meeting

DATE: October 28, 2021

TO: JOSEPH ZURFLUH

cc: BETSY MANCL
DANA DUNCAN
JOHN BINGHAM
DIANE TREMMEL
JASON WORDEN

ERIK SAYLOR
SUE MITCHELL
TIARA GRUNDEN
SCOTT DREW

RAYMOND BOSSERT
DAILY TRIBUNE
WFHR/WGLX
NICK ABTS

Purpose of Meeting: **Regular Monthly Meeting**

Attendance: B. Mancl, J. Zurfluh, S. Mitchell, R. Bossert

Citizens: K. Nagorski

Subjects Discussed, Action Taken, and Board Action Required:

Regular Monthly Meeting

- ***Call to order:*** Meeting called to order by Mancl - Chairman at 5:01 p.m.
- ***Roll Call:*** All present from above.
- ***Approve the previous month's minutes and Agenda:*** MOTION (Mancl/Mitchell) to approve minutes from 23 September 2021 and agenda. Motion carried.
- ***Public comments on agenda items:*** None
- ***Committee Chairman's comments:*** None
- ***Parks & Recreation Updates***
 - a. **2022 Budget Discussion.** Bossert said no changes from the Parks budget of \$50k, will be presented to FHR next week. For 2022, Parks will receive 10k and 5k to the cemetery. (Flip flops every year)
 - b. **Discussion on Proposed Capital Improvements plan for parks.** Bossert wants ideas from committee members for Capital Improvements. Ideas presented are gazebo/shelter at the Central Park and Village downtown park. Adding grills and showing movies at Central Park and adding a covered play area/playground in the area. Mitchell would like

to see a design/plan for the empty space at Central Park. Bossert recommends putting in a gas fire pit with a timer to help improve the utilization of the skating area with Mancl suggesting it stay up for the summer. He would also like to see the skating house spruced up and add disposable furniture. Mancl wants to work with the Parent Organization to manage a table inside the skating house.

Bossert mentioned the bike trails need another half mile section done from Verbunker to Letendre. He wants a physical connection from the beginning of the trail, across from the fire station (kiosk) to Edwards Avenue. Would be a \$100-\$150k project with a 5-year plan.

- c. Discussion on Holiday Events in Port Edwards and Parks.** Adding a Veterans Day event in November at the Memorial may be a last minute addition due to interest from the Legion and VFW. December has the Village Tree lighting on the 1st. Citizen commentary suggests putting up stand alone trees around the Village Tree and having different groups, school/church/Lions, decorate them. Bossert recommends moving the lighting to the 8th of December so there is time for the groups to decorate the trees and can be lit up with the Village Tree on the same day. Will talk to B. Martinson to confirm the date for tree lighting.

- ***Old Business.***

- a. None

- ***New Business.***

- a. Railroad grant of up to 25k for beatification of the trail from Letendre to Seneca. The first draft of the proposal was passed out for comments from committee members so it can be adjusted and ready to submit by December 1st.
 - b. Legacy grant for bike trail improvements and assistance with the kayaks. Submission date is the end of November.

- ***Correspondence received.*** None.

- ***Future Agenda items for next meeting:***

- a. Update on railroad grant.

- ***Next meeting date:*** 18 November 2021 at 4 p.m. (Thursday), in person.

- ***Adjourn:*** Adjourned at 5:35p.m. by Mancl.

VILLAGE OF PORT EDWARDS

Port Edwards, Wisconsin

COMMITTEE: Finance and Human Relations

DATE: November 4, 2021

TO: JOSEPH ZURFLUH

CC: BETSY MANCL	ERIK SAYLOR	RAYMOND BOSSERT
DANA DUNCAN	SUE MITCHELL	DAILY TRIBUNE
JOHN BINGHAM	TIARA GRUNDEN	WFHR/WGLX
DIANE TREMMEL	SCOTT DREW	NICK ABTS
TIM LEVERANCE	JASON WORDEN	

Purpose of Meeting: Regular Monthly Meeting

Attendance: R. Bossert, J. Bingham, E. Saylor, D. Tremmel, D. Duncan (Zoom at 4:32 p.m.)

Citizens: Kelley Nagorski

Subjects Discussed, Action Taken and Board Action Required:

- **Call to order:** Meeting called to order by Saylor - Chairman at 4:31 p.m
- **Roll Call:** All present from above
- **Approve previous month's minutes and agenda:** **MOTION** (Saylor/Zurfluh) to approve minutes from 7 October 2021 and agenda. **Motion carried.**
- **Public comments on agenda items:** None
- **Committee Chairman's comments:** None
- **Discussion/Action approving the monthly bills, journal entries for the previous month, and financial report:** **MOTION** (Saylor/Bingham) to approve the monthly bills. **Motion carried.**
- **Discuss Draft #3 of the 2022 Budget.**
 - Currently, Police and Fire Chief's go straight to the board, bypassing administration. Bossert, Zurfluh and Bingham agree with adding the administrator to the chain of command.
 - Bossert went over the final draft #3 of the 2022 budget. No major changes to the budget. The 2021 budget amount will be added with the actual amount at the end of the year. Anticipated revenue for 2022 is \$4.7 million.
 - Fire Chief wants to use his 10k as a leadership stipend to boost morale. Chief working on how the money gets divided based on certain criteria. Zurfluh's

concern if there is a need for a policy regarding this cause it may cause trouble down the line.

- ***Review Fee schedule of 2022 and adjusted salaries per employee position.*** Crossing guards, summer/seasonal help will be adjusted. New insurance numbers should be locked in before next week, need confirmation. Vision added to benefits for all employees to get the best rate, which dropped overall rates down. No charge to the Village.
- ***Old Business:*** None.
- ***New Business:*** None.
- ***Correspondence received:*** None.
- ***Agenda items for next meeting:*** None.
- ***Next meeting date:*** 9 December 2021 at 4:30 p.m.
- ***Adjourn:*** Adjourned at 5:30 p.m by Saylor.

Erik Saylor - Chairman

VILLAGE OF PORT EDWARDS

Port Edwards, Wisconsin

COMMITTEE: Public Safety Meeting

DATE: November 2, 2021

TO: JOSEPH ZURFLUH

cc: BETSY MANCL

DANA DUNCAN

JOHN BINGHAM

DIANE TREMMEL

JASON WORDEN

ERIK SAYLOR

SUE MITCHELL

TIARA GRUNDEN

SCOTT DREW

RAYMOND BOSSERT

DAILY TRIBUNE

WFHR/WGLX

NICK ABTS

Purpose of Meeting: **Regular Monthly Meeting**

Attendance: E. Saylor, B. Mancl, T. Grunden, R. Bossert, J. Zurfluh, Police Chief Drew, Fire Chief Worden, Craig Kester, Scott Stewart

Citizens: Kelley Nagorski

Subjects Discussed, Action Taken and Board Action Required:

Regular Monthly Meeting

- ***Call to order:*** Meeting called to order by Saylor - Chairman at 4:00 p.m.
- ***Roll Call:*** All present from above.
- ***Approve the previous month's minutes and agenda:*** **MOTION** (Saylor/Mancl) to approve minutes from 5 October 2021 and agenda. **Motion carried.**
- ***Public comments on agenda items:*** None
- ***Committee Chairman's comments:*** Citizen contacted Saylor & Gruden about "jake braking" on State Hwy 173. Not a Village issue, being referred to the Town of Port Edwards.
- ***Public Safety Updates***

Fire Department:

- Review monthly and budget comparison reports.** Engine 1 had 2 out of 3 issues repaired, parts are on backorder. Only minor changes to budget. Proposed 3% overall allocation; not by hourly rates, the overall payroll budget will be increased instead. Bossert addressed Gruden's concern & the pay will stay competitive with other stations. Hazard duty pay has a category in the books and

is to be executed based on board approval as an allotment for various events. Fire department has a business committee meeting tomorrow; expenditures & budget may be brought up. Chief Worden will discuss with Bossert if needed. Saratoga ATV/UTV Rider's Club donated \$500 to the fire department.

- b. FCC license renewal.** Completed, good until 2031. Chief will need to confirm frequencies and other info regarding the renewal.
- c. Fire leadership position changes.** Backfill training officer position filled by Josh Mancl, which left the secretary position open, filled by Don Kitowski
- d. Fire leadership stipend.** Stipend program proposed by Chief Worden for his station. The draft was part of the PS packet.
- e. New fire applicants/candidates.** Chief Worden, mentioned there are 2 applicants for the fire department.

Police Department

- a. Review monthly and budget comparison reports.** Busy month. Shortages this month due to illness, now back to normal. Drug take-back on October 23 resulted in 12 lbs of drugs. Police Department received a check from the county for \$756.
- b. Discuss and action Public Safety 2022 budget.** At the June meeting, Drew requested the proceeds (\$10,377.50) from the squad car that was sold at auction, to go to the new vehicle budget instead of general. 2018 squad car needs major repair, appointment at Denny's repair on 16th in Wisconsin Rapids for next week. Payroll is on track and enforcements are below average.

MOTION (Saylor/Mancl) to approve \$10,377.50 from the general fund to the 406 new vehicle fund. **Motion carried.**

- ***Old Business.*** None
- ***New Business.*** None.
- ***Correspondence received.*** None.
- ***Future Agenda items for next meeting:*** None.
- ***Next meeting date:*** 7 December 2021 at 4 p.m. (Thursday), in person.
- ***Adjourn:*** Adjourned at 4:22 p.m. **MOTION** (Saylor/Gruden)

VILLAGE OF PORT EDWARDS

Port Edwards, Wisconsin

COMMITTEE: Finance and Human Relations

DATE: November 4, 2021

TO: JOSEPH ZURFLUH

CC: BETSY MANCL	ERIK SAYLOR	RAYMOND BOSSERT
DANA DUNCAN	SUE MITCHELL	DAILY TRIBUNE
JOHN BINGHAM	TIARA GRUNDEN	WFHR/WGLX
DIANE TREMMEL	SCOTT DREW	NICK ABTS
TIM LEVERANCE	JASON WORDEN	

Purpose of Meeting: Regular Monthly Meeting

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Citizens: Kelley Nagorski

Subjects Discussed, Action Taken and Board Action Required:

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- **Roll Call:** All present from above
- **Approve previous month's minutes and agenda:** **MOTION** (Saylor/Zurfluh) to approve minutes from 7 October 2021 and agenda. **Motion carried.**
- **Public comments on agenda items:** None
- **Committee Chairman's comments:** None
- **Discussion/Action approving the monthly bills, journal entries for the previous month, and financial report:** **MOTION** (Saylor/Bingham) to approve the monthly bills. **Motion carried.**
- **Discuss Draft #3 of the 2022 Budget.**
 - Currently, Police and Fire Chief's go straight to the board, bypassing administration. Bossert, Zurfluh and Bingham agree with adding the administrator to the chain of command.
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concern if there is a need for a policy regarding this cause it may cause trouble down the line.

- ***Review Fee schedule of 2022 and adjusted salaries per employee position.*** Crossing guards, summer/seasonal help will be adjusted. New insurance numbers should be locked in before next week, need confirmation. Vision added to benefits for all employees to get the best rate, which dropped overall rates down. No charge to the Village.
- ***Old Business:*** None.
- ***New Business:*** None.
- ***Correspondence received:*** None.
- ***Agenda items for next meeting:*** None.
- ***Next meeting date:*** 9 December 2021 at 4:30 p.m.
- ***Adjourn:*** Adjourned at 5:30 p.m by Saylor.

Erik Saylor - Chairman

Village of Port Edwards

Raymond "BOZ" Bossert
Administrator

Municipal Building
Port Edwards, Wisconsin 54469
Phone: 715-887-3511
Fax: 715-887-3524

Date: 8 NOV 2021
To: Village Board
Subject: Administrators REPORT, November 2021

Summary: *(A summary of events since last meeting. This will include an assessment in safety, security, Infrastructure, fiscal issues and general government for the Village. This area should also address any external/regional factors that may impact the city.)* We are finalizing our Village 2022 Budget and summarizing all our projects for the year to conduct an assessment of our progress. Preparations for Winter are ongoing in our streets and parks departments. The vaccine is rolling out and our estimate is that 75% of the Village has been vaccinated, the county is over 55%, the remainder of the residents are determining their desires to get vaccinated, we have reached the statistical point, like other diseases that we may have reached MAX vaccination based on personal choices. We have had an average of 10 active cases weekly in the Village, non to the level of serious hospitalization or death that we have been made aware of. Our Students are at a 38% vaccination rate, with less than 10 active cases.

Human Resources:

1. The village has currently 6 police officers/ 21 firemen/ 3 general government/ 1 court officer/ 7 public works employees = 38 employees (This does not include the 20 Board & Commission members we pay). We also have a contracted Building Inspector and Legal counsel. We selected a new Fire Chief and he was instead earlier this month, Congratulations Chief Jason Worden. We now have 3 temporary work study students, 1 working for our Police department and 2 for our general Government for this school year.
2. Our Village employee expenses to date have been \$810,580.67 out of our total employee budget of \$1,480,000, for the year. We have a payroll execution rate of 65%, no issues. FYI---The Village Payroll is a total of 33% of the Overall Village 2021 Budget.

Public Works:

1. We have no major projects ongoing, the last involves installing our new trail signs.
2. We completed work with Grand Rapids and Saratoga on the Town Line Road resurface. We have released the funds(\$14K) to honor our commitment. Based on the pending Boundary agreement we will review our need to maintain this agreement moving forward.
3. We have initiated Phase II of the 3rd street project thru the same contractor and will await their estimates for construction in 2022.
4. Our Trail Signs funded by the County have been installed. They will be a great addition to the Village. We are working with Saratoga and Nekoosa on their signs since we are

the lead agency, they will be installed later this month and in December. This will begin the initial start of the County HEART network.

Safety and Security:

1. Police- We have had 6 citations; 9 Traffic stops and 5 criminal/warrants and no ordinance violations these past 30 days. We responded to over 118 calls/events in the past 30 days. The Police are executing their budget- No issues or trends.
2. Fire- Responded to 23 events (8x Fire calls and 15x 1st responder events). They conducted 3 drill and training events as well as 1 officer meetings. The Fire Department are executing their budget- No issues or trends. The membership committee has submitted two applicants for consideration for associate fireman, they will be reviewed this month.

Budget:

1. Our Village budget is on track on execution. We have expended \$3,1000.00 so far this year, a 88% expenditure rate, we expected to have spent \$3,450,000.00. No issues. Our revenue to date is \$2,865,232 approx. 97% of our expected revenue this year, no issues.
2. Budget season is wrapping up; we completed our final review of the 2022 budget and it will be open for public comment on 30 NOV 2021. No major concerns to date. Our 2022 Budget is expected to produce \$4.7 Million in revenue and expenses of \$3.7 Million, this will place by end of year approx. \$1 Million in our savings and reserves.

General Government:

1. We have three Work Study students from Mid-State TECH college. No cost to the Village and they can work for 20 hours a week for school credit (they are averaging 10 hours a week). These are augmenting our Police department and front office for clerical work.
2. Administrator Bossert attended the 2021 League of Wisconsin Municipality Annual conference in October in Green Bay, 20-22 October. It was a great networking event and gave the ability of the Village to seek best practices from other communities.
3. NEPCO lake meetings will be planned in the next 60 days to discuss updates.
4. We have completed our Village redistricting, no changes from pervious products and no change to wards and how trustees are elected.
5. We are submitting a GRANT for our Bike trail for plants and trees thru CN. This will be for \$25K. we will be notified if accepted in December 2021.

6. We are submitting a GRANT request thru the legacy foundation for \$500K for a Parks, recreation trail and River walk project along the DMI property. Letter of interest is being submitted with a notification in December 2021.
7. Final discussion on our \$15K GRANT for our Proposed Kayak sites will be determined later this month by the County.
8. We Received a \$2000 GRANT for our Parks from our Insurance carrier. It will be utilized for capital improvements.

HOLIDAY:

1. No plans for Veterans Day.
2. We will have a Village Tree Lighting on 8 DEC 2021 at 6pm. This will also incorporate 4-6 smaller trees that will be decorated by partners in the Village. The Nekoosa Port Edwards Bank, The Sentrail Group (Dog Park), The South Wood County Animal Shelter, Mia Bella Salon awaiting others to confirm. They will decorate and use it as a community outreach project.

State or Federal Issues:

1. Federal Vaccine/Testing Mandates do not Apply to Wisconsin Municipalities

the Biden Administration, through the Occupational Safety and Health Administration (OSHA), issued an emergency temporary standard (ETS) mandating vaccinations or weekly testing for workers of employers with 100 or more employees. The ETS was published in the Federal Register today. Also, yesterday, the federal Department of Health and Human Services Centers for Medicare & Medicaid Services (CMS) published an interim final rule imposing vaccine mandates on Medicare- and Medicaid-certified providers. On September 9, President Biden issued an Executive Order requiring federal contractors to comply with vaccine mandates. With this flurry of activity, the League has received questions from members about whether these mandates apply to Wisconsin municipalities.

NO Impact for us.....

- a. Are Wisconsin municipalities covered by the vaccination/testing mandate applying to employers with 100 or more employees?
- b. Are municipal EMS services covered by the CMS vaccine mandate applicable to health care providers that receive Medicare and Medicaid?
- c. Are municipalities that have received federal funding from the CARES Act and the American Rescue Plan Act considered federal contractors and therefore subject to the vaccine mandates in the September 9 Executive Order?

The below Wisconsin State Bills could have a direct Impact on the Village, the league of Municipalities DOES NOT concur with them and recommended a NO vote.

2. **BILL AB 605**

This bill requires, to the extent permitted by federal law, political subdivisions to use a certain portion of moneys received by the political subdivisions from the federal American Rescue Plan Act of 2021 toward workforce housing projects. Under

the bill, a political subdivision is defined as a city, village, town, or county. The bill requires that a political subdivision use at least \$1,000,000 or at least 10 percent of the total stimulus moneys it receives, whichever is less, for one or more of the following projects: 1) new workforce housing infrastructure, including streets, sewer, water, and sidewalks; 2) establishing a low interest or no interest loan program for the remodeling and repair expenses related to the rehabilitation of older workforce housing; 3) establishing a low interest or no interest loan program for the building of new workforce housing units; or 4) redeveloping idle sites currently used for a shopping center, shopping mall, or other commercial property of at least 40,000 square feet to workforce housing. The bill allows political subdivisions to make loans as part of the loan programs established. If the loan is not repaid at the time of the sale of the property, the loan amount is delinquent and becomes a lien on the property.

3. **BILL AB 608**

A This bill requires municipalities to take certain actions with regard to certain housing development and provides for judicial review of certain denials of applications for approvals related to workforce housing projects.

Under the bill, any municipality that has a zoning ordinance and that furnishes water and sewer service must 1) provide at least one district in which multifamily housing providing not fewer than 16 residential units per acre is a permitted use and 2) with certain limitations, permit residential use at a density of at least 16 residential units per acre in any district designated for commercial use.

Also under the bill, a political subdivision must 1) establish a process for approving, denying, or conditionally approving an application for approval of a workforce housing project within 90 days of receiving the application and 2) approve any application for approval of a workforce housing project that is consistent with the housing element of the political subdivision's comprehensive plan or consistent

with the political subdivision's zoning ordinance unless the political subdivision demonstrates that the project would have an adverse impact on public health or safety that is significant, quantifiable, direct, and unavoidable and the impact cannot be mitigated without making the project financially infeasible as a workforce housing project.

The bill also provides that a person aggrieved by the failure of a political subdivision to approve an application for a workforce housing project including at least four residential units may appeal the decision to the circuit court of the county in which the project was to be completed. If the court finds that the political subdivision has failed to satisfy certain statutory requirements related to comprehensive planning or failed to prepare certain reports, the court must order the political subdivision to approve the application.

Finally, the bill provides that a county, town, city, or village (approving authority) that has the right to approve or object to a map of a subdivision (plat) must, if the approving authority has the right to do so, assign street addresses to the lots within the plat no later the date on which the plat is approved or deemed approved by the approving authority, unless the time is extended by agreement with the subdivider.

4. **Bill AB 610**

Under this bill, assessors may not do any of the following when assessing the value of real property for property tax purposes:

1. Use mortgages or bank appraisals, or any portion thereof, to determine the assessed value.
2. Use projected rents and other future or anticipated benefits to determine fair market value.
3. Use list and asking prices or rents to determine fair market value.
4. Use price trends to determine fair market value in order to increase the value of multiple properties by a general amount or percentage.
5. Consider the value of a club house, swimming pool, or other amenity that is part of a multifamily property when assessing the multifamily property if the club house receives minimal or no rental income, regardless of whether the club house is located on a separate lot.

The bill also provides that when there is an inconsistency or ambiguity between the Wisconsin Property Assessment Manual and a statute, the statute controls the practices of the assessor.

MAJOR Initiatives in the next 30-60 DAYS:

1. Continue to work off PAA Audit corrective actions
2. DMI engagements
3. Rezoning commission meeting
4. GRANT preparations

VILLAGE OF PORT EDWARDS
Raymond “BOZ” Bossert
Administrator

C: Board members

C: Village Department Heads (Treasurer/Clerk, Police, Fire, Public Works)

C: File