

**Agenda**  
**Village of Port Edwards Board Meeting**  
**Tuesday March 14, 2023**

**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/83033619067?pwd=UWp3NHFoVnA1OXlvajlpelZqcys3dz09>

Meeting ID: 830 3361 9067, Passcode: 358625, One tap mobile +16469313860

**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 14 February 2023 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 2 February 2023)
    1. Review proceedings of the commission.
  - b. Police and Fire Commission (Met on 13 March 2023)
    1. Review proceedings of the commission.
  - c. Public Works Committee. (Met on 22 February 2023)
    1. Committee Chairman's Comments
  - d. Parks and Recreation Committee. (Met on 22 February 2023)
    1. Committee Chairman's Comments
    2. **MOTION** to approve the Port Road Bike Trail extension and authorize the administrator to seek a Request for Quote (RFQ) on Engineering and Design work for the trail from Le Tendre to Ver Bunker (along Port Road) to 5<sup>th</sup> Street and Rail crossing.
  - e. Public Safety Committee. (Met on 7 March 2023)
    1. Committee Chairman's Comments
  - g. Planning, Property & Information Technology Committee. (Met on 8 March 2023)
    1. Committee Chairman's Comment
    2. **MOTION** to approve the changes to Village Ordinance Chapter 9- Orderly Conduct. These changes were mostly administrative and included the elimination of outdated language and terminology.
  - f. Finance and Human Resource Committee. (Met on 9 March 2023)
    1. Committee Chairman's Comments
    2. Discuss the Village Employee Satisfaction Survey and initial results.
  - h. Planning Commission (Did not meet since April 2022)
    1. Committee Chairman's Comments
  - i. NEPCO lake Transition Planning Sub-Committee (Met on 15 February 2023)
    1. Committee Chairman's Comments
- 8) Unfinished Business from previous meeting.
  - a) Floor is open to any Trustee to discuss any old topics with updates and committee or issue referral recommendations, *NO Motions can be proposed.*

- 9) New Business.
- a) Floor is open to any Trustee to discuss any late breaking business or issues that need to be referred to a committee for discussion/action. *NO Motions can be proposed.*
- 10) Report from Village Administrator.
- a) Administrators monthly SNAPSHOT
  - b) Discussion on the April 2023 Reorganizational and Strategic meetings
- 11) Report from Clerk/Treasurer.
- 12) Trustee Comments.
- 13) Committee meeting calendar. (Next 30 Days)
- NEPCO lake transition meeting: 22 March 2023, Noon, 1200 (Wednesday)
  - PW meeting: 22 March 2023, 1600 (4 pm), method in person (Wednesday)
  - PR meeting: 22 March 2023, 1630 (4:30 pm), method in person (Wednesday)
  - Elections 4 April 2023 (Tuesday)
  - PLPIT meeting: 5 April 2023, 1630 (4:30 pm), method in person (Wednesday)
  - FHR meeting: 6 April 2023, 1630 (4:30 pm), method in person (Thursday)
  - PS meeting: 6 April 2023, 1715 (5:15 pm), method in person (Thursday after FHR)
  - Village Board: 11 April 2023, 1900 (@7:00 pm), method- in person (Tuesday)
  - Re-Organization Meeting: 18 April 2023, 1800 @ 6pm, method in person (Tuesday)
  - Village Board Strategic meeting, TBD
- 14) Call for Adjournment.

**Validated:**

President of the Board of Trustees, Joseph Zurfluh

Village Administrator, Raymond “Boz” Bossert

**Posted: 9 March 2023, 1100**

The Village Board meeting was held at the Marshall Buehler Center and also set up as a conference call meeting and Zoom meeting. 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 Grunden, Mancl, McGregor, Mitchell, Radtke & Saylor

**Absent:** None

**Also Present:** J. Worden, R. Bossert, D. Tremmel

**Citizens:** Eric Hummel, Jackie Hummel, Megan Duellman

After the Pledge of Allegiance, a moment of silence was held for Lester (Pinky) Emerson, former employee and fireman with the Village, and Peter Jerving, the Milwaukee police officer who was killed in the line of duty last week in Milwaukee.

State Senator Patrick Testin gave a Zoom presentation on matters involving the State. He is a member of the Joint Finance Committee so he will be spending a majority of the next few months working on the State budget. He spoke about shared revenue which has had the same revenue limits in place for decades. The State is working on a more equitable system. He talked about the State surplus but mentioned that a major reason for the surplus is the \$60 Billion of COVID money received from the federal government. A trustee asked Mr. Testin about a proposed bridge connecting Highway 54 in Port Edwards to the east side of the river. Mr. Testin said the Village should work with the County on that project and then the County could present it to the State.

Motion (Mitchell/Mancl) to approve the Consent Agenda (meeting minutes from January 10, 2023 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

**Airport Commission:** Review of minutes.

**Police and Fire Commission:** No meeting held.

**Public Works:** Review of minutes.

**Parks & Recreation:** Review of minutes.

**Public Safety:** Review of minutes.

**Finance & Human Resources:** Review of minutes.

Motion (Mancl/Grunden) to approve Resolution 2023-02 on a request that the State re-evaluate the shared revenue models for local government funding. Motion carried. All ayes.

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

Motion (Saylor/McGregor) to approve and support Resolution 2023-01 for the creation of a Nepco Lake District. Motion carried. All ayes.

Motion (Saylor/Grunden) to approve Certified Survey Map, Port Plaza Condominium Addendum #1. Motion carried. All ayes. Said Certified Survey Map divides Unit 6 into two units - Units 6A and 6B.

**Plan Commission:** No meeting held.

**Nepco Lake Transition Planning Sub-Committee (Ad Hoc Committee):** Will meet February 15, 2023 at Noon.

**Unfinished Business:** None

**New Business:** Administrator Bossert stated that meeting minutes will be posted on the website after they are approved at the next meeting. The meeting packets are being posted on the website along with the meeting agendas. The meetings will be available to watch on You Tube. He also mentioned that the Strategic Planning Meeting should be held sometime between Tuesday, April 18<sup>th</sup> (date of Organizational Meeting) and Saturday, April 22<sup>nd</sup>.

**Village Administrator Report:** Administrator Bossert provided his monthly report including general government, human resources, public works, budget and safety & security.

**Clerk-Treasurer Report:** None

**Communications:** None

**Trustee comments:** Trustee Grunden was wondering if the Village has a plan for how to handle the duties if an employee was out for a length of time. Trustee Mitchell commented on the new sign by the municipal garage/fire station. Trustee Radtke stated that everyone should support the local restaurant when it opens this spring.

Meeting adjourned at **8:14** p.m.

Minutes taken by Diane M Tremmel, Village Clerk-Treasurer

**The following Village bills were approved for payment:**

Mid-State Technical College-Office – February Tax Settlement	39055.69
Port Edwards Schools-February Tax Settlement	430855.49
Wood County Treasurer-February Tax Settlement	255051.65
Wood County Treasurer-February Tax Settlement/MFL payment	301.91
Abts Law LLC-monthly retainer (February)	1000.00
Ace Hardware-misc expenses	196.08
Advance Janitorial Service & Supply-monthly statement	218.93
Ag Source Coop Services-wastewater testing	310.00
Alliant Energy-monthly statement	7194.85
Alycia Linzmeier-refundable shelter deposit	25.00
American Welding & Gas Inc-fire health & welfare	37.33
Amoco-monthly statement	1796.67
Anderson O'Brien-legal counseling (Lake District)	300.00
Arborvantage Tree Care LLC-removal of trees	2925.00
Brady Reiman-boot allowance	232.05
Brian Luebke-reimb for fire equipment & supplies	80.45
Brooks Tractor Inc-street machinery	6635.11
Caleb Peaslee-CDL license renewal	75.48
Cintas-monthly statement	1847.68
City of Wisconsin Rapids Fire Dept-first half ambulance service	9208.50
Commercial Testing Laboratory Inc-wastewater testing	347.50
Compass Minerals America-snow & ice control	6275.07
Current Technologies-TIF expense (Market Ave building)	858.04
Current Technologies-street lighting	5914.00
David Mock-boot allowance; CDL license	196.52
Diversified Benefit Services Inc-health insurance deductible reimbursement	602.49
Diversified Benefit Services Inc-February health reimb arrangement	101.14
Don Kitowski-reimb meat for fire dept meeting	91.59
Eagle Engraving Inc-service pins for fire dept	227.05
Eagle Engraving Inc-police clothing	98.10
Energenecs Inc-2023 SCADA	784.50
Jakes CDL Testing LLC-David Mock CDL test	150.00
James Leiser-unused sick leave health insurance reimb	196.91
Jeffery Abley-reimb food for fire dept meeting	233.21

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Karen Thiel-mileage & training for elections	71.55
Kustom Signals Inc-police radio/radar	1608.91
Lonn Radtke-unused sick leave health insurance reimb	295.48
Municipal Property Insurance Company-annual property & liability insurance	25498.00
Napa Auto Parks/Nekoosa-misc expenses	492.70
Nassco Inc-misc supplies	517.95
North Central Chiefs of Police Association-2023 dues	25.00
Piggly Wiggly-food for fire dept meeting expense	66.68
Postmaster/US Postal Service-postage stamps	392.40
R&R Waste Systems Cleaning Inc-clean sanitary sewers	700.00
Rebecca Taylor-mileage & training for elections	65.20
Rent-A-Flash – street signs	30.03
Scott Drew-mileage & meals for conference	98.58
Security Health Plan-monthly statement	26960.48
Solarus-monthly statement	1259.95
State of Wisconsin-January court report	152.80
The Uniform Shoppe of Green Bay-police clothing	263.95
Truck Country of Wisconsin-street machinery	1105.45
Verizon Wireless-monthly statement	389.62
We Energies-monthly statement	3885.22
Wis Dept of Natural Resources-foam for fire dept	112.36
Wisconsin Supreme Court-annual dues for municipal judge	700.00
WM Corporate Services Inc-monthly statement	11107.69
Wood County Treasurer-January jail assessment	30.00
Andreasen Arts LLC-business signs (ARPA)	15879.34
Aflac-monthly statement	216.62
Batteries Plus-maint. of pumping plant	52.90
BGA LLC-March building inspection services	2000.00
Concentra Health Services Inc-annual administrative fee	125.00
Doorworks Incorporated-municipal garage	279.25
Ewald Automotive Group-new police vehicle (2023 Dodge Durango)	39242.50
Ferguson Enterprises LLC #1550-maint. of mains	399.45
Kalahari Resort-police conferences	198.00
MacQueen Equipment-street machinery	2786.60
Marco Technologies LLC-copier contract & usage	112.81
Nekoosa Port Edwards State Bank-March direct deposit fee	50.00
Northern Lake Service Inc-water testing	945.00
Principal Life Insurance Company-March premium	63.44
Scott Drew-Police Petty Cash	200.00
Sherwin Williams Co-parks; municipal garage	304.67
South Wood County Humane Society-one drop off	54.63
Staples Credit Plan-misc. expenses	1007.42
The Dirks Group LLC-information systems (Rapid Recovery; Office 365-2 mos)	1014.30
Western Wis. Waterworks Professionals-meeting fees	50.00
Wis. Dept. of Administration/Milw-monthly web site hosting	65.00
Wis. Valley Building Products-tools & supplies; maint. of pumping plant	422.65

**Wages & Salaries – February wages** **68407.34**

**The following Water Utility Bills were approved for payment:**

Alliant Energy-monthly statement	3035.49
Badger Meter Inc-Orion Cellular Serv Units; Beacon hosting	17.06
Mailboxes & Parcel Depot-testing	15.48

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Wausau Chemical Corporation-chemicals

7590.02

**Building Permits:**

Goodwin Construction/Mark &amp; Tracy Wiedmeyer-rebuild areas affected by fire damage (141 LaVigne)

Bob Hafermann Inc/Ed Harvey-new construction

Josiah Brandt-new walls &amp; drywall

**Electrical Permits:**

DC Electric/Josiah Brandt-service upgrade

Compass Electric LLC/Ed Harvey-new construction

**Plumbing Permits & HVAC Permits:**

Tri-City Services/Kristina Adams-emergency furnace replacement

Eron &amp; Gee-Herman's Plumbing &amp; Heating Inc/El Café-kitchen plumbing

Rapids Sheet Metal Works Inc/Ed Harvey-new construction

Ron's Refrigeration/Edgewater Haven-furnace &amp; central air conditioner

Wisconsin Mechanical Solutions LLC/Edgewater Haven-alter sanitary drain &amp; vent, water distribution system

**Excavation Permits:** None**Zoning Permits:**

Ed Harvey, 322 Nepco Lake Road (2700559B)

**ALEXANDER FIELD**  
**SOUTH WOOD COUNTY AIRPORT**  
MUNICIPALLY OWNED

**MEETING MINUTES**

**AIRPORT COMMISSIONERS:**

Shane Blaser, Mayor  
Jeremy Eichorn, Chairman  
Joseph Zurfluh, President  
Brad Hamilton, Alderman

**MUNICIPALITIES:**

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

2/2/22

The South Wood County Airport Commission met on Thursday February 2, 2023 at 8:00 AM at the South Wood County Airport, Alexander Field. Members present were Jeremy Eichstad, Brad Hamilton, and Joe Zurfluh. Shane Blaser attended via telephone. Also in attendance were Dennis Polach, Randy Gustafson, Arne Nystrom, Paul Tranal, Bill Clendenning, Bill Menzel, Mike Esser, Tom Davis, Dan Minarcik, Jeremy Roberts, 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 (12-1-22):**

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 monthly report and updated the Commission on the progress of the ongoing and future projects. The fuel system project will be closed out upon scheduling of the final inspection and completion of punch list items.

There is nothing to report on the progress of the easement acquisition project. Sickler will get an update from MSA regarding this project, hopefully somebody can attend in person at an upcoming meeting. At one point it was believed tree removal may have taken place this winter/spring.

Sickler provided an update on the progress on several of the items which arose from the results of the survey. Several quotes, estimates, and ideas are still being sought on some of the more costly items. Many of the less laborious tasks have been completed.

Sickler reported that the fuel sales and activity in January was well typical compared with historical January performance.

Representatives from the Wisconsin Bureau of Aeronautics and MSA Professional Services provided updates on funding, current and future projects, project priorities, and progress on current projects. The Commission is still awaiting approval of the 2022 petition to kick off the Master Plan project which will be the cornerstone of future development at KISW.

Motion by Commissioner Hamilton, 2nd by Commissioner Zurfluh to approve the Airport Managers Report. Motion carried.

#### **4. Old Business**

- a. Discuss and consider action regarding T-Hangar door repairs. The Commission reviewed and discussed the door repair idea presented by Sickler. The Commission was concerned about the time and materials nature of the repair without a spending limit. Sickler will continue the conversation with the contractor. No action taken.

#### **5. New Business**

- a. Discuss and consider action regarding Heidi Gross lease. Heidi Gross requested the Commission approve an addendum adding Raefe Gross as a consignee to her lease. The documents were presented to the Commission for review. Motion by Commissioner Hamilton, 2nd by Commissioner Zurfluh to approve the financial statements as presented. Motion carried.

#### **6. Review of Financial Statements**

Financial statements were presented and reviewed. Motion by Commissioner Zurfluh, 2nd by Commissioner Eichorn to approve the addendum to the lease as presented. Motion carried.

#### **7. Future agenda items:**

T-hangar door repair.

#### **8. Public Comment**

EAA 706 commented on the height of snow banks and possible interference with low wing aircraft

EAA 706 commented on the availability of the hangar numbering signs. Sickler provided a response.

#### **9. Correspondence received:** None

#### **10. Set next meeting date:**

Thursday March 2 at 8:00 AM.

#### **11. Adjourn:**

Motion made by Commissioner Hamilton, 2<sup>nd</sup> by Commissioner Zurfluh to adjourn at 0929. Motion carried.

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



# Village of Port Edwards

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Municipal Building  
201 Market Ave. P.O. Box 10  
Port Edwards, Wisconsin 54469  
Phone: 715-887-3511

## NEPCO Lake Residents meeting MINUTES

Started meeting at 1200, on the 15 February 2023.

1. Call to order-
2. 9 attendees by ZOOM;
  - Lyman Schantz
  - Jim Stout
  - Eric Saylor
  - Lance Pliml
  - Bill Clendenning
  - John Wasshassen
  - Lance Mckeel
  - County Attorney Kasten
  - Mike Goryl
3. 6 in person
  - Administrator- Bossert
  - Jeff Manor- 876 Quiet Waters Trail
  - Eric Hummel-
  - Ben Martinson- PW Director
  - Tiara Grunden- Trustee
  - Dave Alnes
4. **INTRODUCTIONS**- Administrator Bossert Introduced the attendees and explained the process of the meeting.
5. Approve the agenda. **MOTION** by Manor, 2<sup>nd</sup> By Hummel all AYES
6. Approve minutes from the 18 January 2023 meeting **MOTION** by Manor 2<sup>nd</sup> by Hummel, all AYES
7. Public comments on agenda items. None
8. Chairperson comments. Progress continues, good discussions with the developer and DOMTAR, with announcement and products soon to follow
9. Discussion on the procedures to establish a lake district or lake association
  - Petition Status. A discussion by the group on the progress of the petition. All surveys have been distributed; they have received 164 petitions at 63% back, all in the positive. The Citizens will be ready to submit on the 3 March County Legislative committee meeting. This will be followed by a scheduled Public comment session, then move to the County Board as early as 21 march 2023 for approval.
  - Discussion on the lake assessment that needs to be conducted. A firm needs to be identified to proceed and the funding mechanism.

- Discussion on the compilation of interim Board members to be presented to assist the County in assigning the initial Board until the 1<sup>st</sup> lake district member vote this summer. A note will be sent out to all District members asking for any interested parties and they will be asked for a short BIO to explain their interest.

10. Discuss Boundary transition issues

- Roads- awaiting feedback from the survey to express the desire to remain private or request public help in maintenance.
- Weed machines- Still being offered by the developer for free, we are awaiting some data on the operation of the machines as well as finding a place to park them. The Administrator from Port Edwards meet with Chad Lee from Aquarius systems on site of the machines. They both were in good shape and would need approx. \$20K to begin operations in 2023. The Village will ask the developer on the way ahead to accept the donation.
- A discussion was had on the timeline for tax revenue transition and the impact on services in 2024. More to follow. Based on taxes being assessed for 2023 being paid under the old rules, no additional tax revenue will be generated under Village Millage rates until 2025. Thus for the 2024 year while the Village will be responsible for 100+ new residents and 50+ square miles of land, there will be no additional revenue to accommodate and thus some expectation management will need to be done. This will be addressed in a future meeting.

11. Discuss Old Business. NONE

10. Discuss New Business. NONE

12. Discuss any correspondence. NONE

13. Future Agenda Items. We will review results from Survey, and discuss the weed machine donations.

13. Next meeting date, 15 March 2023 at 1200 at the Marshall Buehler center and via ZOOM.

14. Adjourn by Bossert at 13:15 on the 15 February 2023.

**6. ACTION Items:**

Administrator Bossert-

- Continue to work with state and County tax sources to refine the ability for the Village to address Millage rates and not impact the revenue to support Village operations.
- Receive the official MEMO from the State stating that the Roads cannot be included in State Road assistance.

Brain Formella- Village Attorney-

- Review all HOAs and address issues that might arise
- Confirm ownership and responsibilities of all owners (residents, developer, Domtar, County etc...)

Residents and HOAs-

- Conduct an assessment of residents in each HOA and gauge their support of a contributions by HOAs towards an updated Lake management plan
- Produce individual memorandums from the HOAs of request for Village services based on those discussions and to what level of services requested.

Village of Port Edwards  
Ray Boz Bossert, Village Administrator

# VILLAGE OF PORT EDWARDS

Port Edwards, Wisconsin

COMMITTEE: Parks & Recreation

DATE: February 22, 2023

TO: JOSEPH ZURFLUH

cc: BETSY MANCL

SUE MITCHELL

TIARA GRUNDEN

SCOTT DREW

CALEB MCGREGOR

ERIK SAYLOR

DAILY TRIBUNE

WFHR/WGLX

NICK ABTS

RAYMOND BOSSERT

JASON WORDEN

DIANE TREMMEL

LONN RADTKE

## **Purpose of Meeting: Regular Monthly Meeting**

**Attendance:** R. Bossert, J. Zurfluh(ZOOM), B. Mancl(ZOOM), T. Grunden(ZOOM), L. Radtke, B. Martinson

**Absent:** None

**Citizens:** None

## **Subjects Discussed, Action Taken & Board Action Required:**

### **Regular Monthly Meeting**

- ***Call to order:*** Meeting called to order by Mancl - Chairman at 4:00 p.m.
- ***Roll Call:*** All present from above.
- ***Approve the agenda & previous month's minutes:*** **MOTION** (Mancl/Radtke) to approve the agenda & minutes from 25 JAN 2023. **Motion carried.**
- ***Public comments on agenda items:*** None.
- ***Committee Chairperson's comments:*** None.
- ***Parks & Recreation Updates.***
- **Community calendar Update**
  - a. Presented the march 2023 Calendar, adjusted some meeting times, but approved for DISTRO.
- **Port Road Bike/Walking trail extension discussion.** The administrator presented some data on the proposed bike trail with photos and graphics and some estimated costs. The main

# VILLAGE OF PORT EDWARDS

Port Edwards, Wisconsin

COMMITTEE: Public Works

DATE: 22 February 2023

TO: JOSEPH ZURFLUH

cc: BETSY MANCL	ERIK SAYLOR	RAYMOND BOSSERT
SUE MITCHELL	DAILY TRIBUNE	JASON WORDEN
TIARA GRUNDEN	WFHR/WGLX	DIANE TREMMEL
SCOTT DREW	NICK ABTS	LONN RADTKE
CALEB MCGREGOR		

## Purpose of Meeting: Regular Monthly Meeting

**Attendance:** J. Zurfluh(ZOOM), L. Radtke, E. Saylor(Zoom), C. McGregor, Public Works Supervisor Ben Martinson, R. Bossert

**Absent:** None

**Citizens:** None

## Subjects Discussed, Action Taken & Board Action Required:

### Regular Monthly Meeting

- **Call to order:** Meeting called to order by Chairman Radtke at 5:00 p.m.
- **Roll Call:** All present from above.
- **Approve the agenda & previous month's minutes:** MOTION (McGregor/Saylor) to approve the agenda & minutes from 18 JAN 2023. **Motion carried.**
- **Public comments on agenda items:** None.
- **Committee Chairman's comments:** None.
- **Public Works Updates**
  - a. **Department of Public Works Report - Project Update.** Snow plowing update, no other issues at hand
  - b. **Bid request for 2<sup>nd</sup> street Professional services Design work.** They have been received from 3 companies. the lowest bid by \$10K is for Quest Engineering (\$22,525). They have all been invited to attend next month PW meeting, at that time we will ask for a MOTION to approve the engineering quote. Jewel engineer quoted a \$48,500 bid, MSA quoted a \$32,500 bid.

c. **Summer help.** We will re-employ the same three candidates from last year. They all re-applied and worked well last year. Other candidates are welcome to apply in case we have more work this summer.

- **Old Business:** Range line Road is getting worse. We will request any help from the Town of Saratoga next month, otherwise we will need to expend approx. \$15K for minor repairs to keep it serviceable.
- Ash Bore tree removal is an issue, we have over 230 trees in the Village right of ways that need to be removed, a conservative estimate for removal is \$300 per tree( approx. \$70K) we remove 10 per year internal to our budget, anything more is unbudgeted. Next month the Village forester will be present to discuss Grant opportunities for 2025.
- **New Business:**
- **Correspondence received.** None.
- **Future Agenda items for next meeting:** Discussion on Rangeline Rd to either fix it or abandon it., Ash Bore discussion.
- **Next meeting date:** 22 Mach 2023 at 4:00 p.m., in person at the Marshall Buehler Center.
- **Adjourn:** Adjourned at 5:29 p.m. by Radtke.

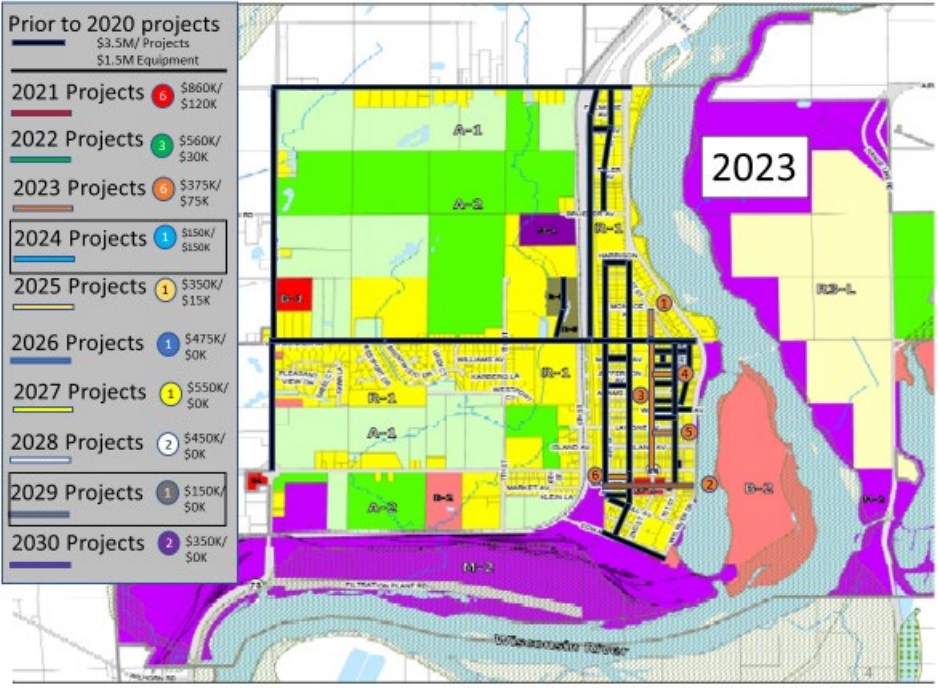
Lonn Radtke – Chairman

# 2023 Village Road Capital Projects

- Market Ave, Street overlay ( just the Horseshoe)
  - Replacement of sidewalks/curbs/gutter (random), street mill and overlay \$250K
  - TIF account
- 2<sup>nd</sup> Street **Planning** ( Ver Bunker to Monroe)
  - Replacement of sidewalks/curbs/gutter random, infrastructure \$50K
  - TIF account
- 3<sup>rd</sup> Street (Chip seal) Verbunker to Le tendre
  - Replacement of sidewalks/curbs/gutter (random), street chip seal \$60K
  - Infrastructure fee (wheel tax)
- ALLEY 1, \$23K( TIF), 3<sup>rd</sup> to 4<sup>th</sup> on Market ave
- ALLEY 2, \$22K (TIF), 1<sup>st</sup> to 3<sup>rd</sup> on Lavigne St.
- ALLEY 3, \$30K(ARPA), 1<sup>st</sup> to 2<sup>nd</sup> on Jefferson Ave.

Village costs for the work= \$435K  
( \$345K TIF/ \$30 ARPA/ Wheel Tax \$60K)

EQUIP Mower Legacy (\$15K) Leaf loader ARPA (\$50K)
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reason for the discussion is that to take advantage of the WisDOT installing a approved crossing at the Letendre intersection with the new resurfacing of that road at a cost of \$30K, the Village would need to show an effort to install their bike trail heading north on port Road. Radtke asked what would be the total cost, it could possibly be \$50K with gravel, closer to \$100K with asphalt eventually. The Village was provided with \$10K of county funding to extend our trails and this could be used for design and initial work. After some discussion in support of the trail , its location and timeline a **MOTION** to support the Port Road bike trail extension north from Le Tendre to Ver Bunker and gather a quote on the costs and engineering for the project. Grunden/ 2<sup>nd</sup> by Radtke, all Ayes. Further citizen engagement will happen by trustees visiting the residents impacted with more data to gather community support.

- **Park Rules-** a void in the Village rules was identified as it pertains to park rules, the committee was provided 2 comments concerning times open( sunrise to sunset) and dogs being allowed at ripple creek but all other parks NO dogs allowed to be sent to PLPIT for review and update to chapter 9 of Village ordinances. **MOTION** by Radtke/ 2<sup>nd</sup> by Mancl to approve , all Ayes.
- **Old Business.** Update to the Committee on the purchase of the broken triangle park slide for less than \$3500 and the use of the Legacy park grant to pay for the expense not impacting our Village budget.
- **New Business.** Discussed the future dates for the Village synchronized Easter Egg Hunt on 8 April 2023 at 10 am, followed by other events. The Rummage sale of 20 May 2023, and the Music fest on 18 may at 5-7 Pm at Ripple Creek park
- **Correspondence received.** None.
- **Agenda items for next meeting.** Bike path Update, Summer calendars for review, Bike Rodeo dates,
- **Next meeting date:** 22 March 2023 at 4:30 p.m., in person at Marshall Buehler Center.
- **Adjourn:** Adjourned at 4:45 p.m. by Mancl.

Betsy Mancl – Chairman

# VILLAGE OF PORT EDWARDS

Port Edwards, Wisconsin

COMMITTEE: Public Safety Meeting

DATE: March 7, 2023

TO: JOSEPH ZURFLUH

cc: BETSY MANCL	ERIK SAYLOR	RAYMOND BOSSERT
SUE MITCHELL	DAILY TRIBUNE	JASON WORDEN
TIARA GRUNDEN	WFHR/WGLX	DIANE TREMMEL
SCOTT DREW	NICK ABTS	LONN RADTKE
CALEB MCGREGOR		

Purpose of Meeting: **Regular Monthly Meeting**

**Attendance:** J. Zurfluh, S. Mitchell, T. Grunden, C. McGregor, Police Chief Drew, Fire Chief Worden, Administrator Bossert

**Citizens:** Matt Fletcher, Betsy Mancl, Mary Barr, Gary Blum (Police and Fire Commission), Scott Stewart (Police and Fire Commission)

## Subjects Discussed, Action Taken & Board Action Required:

### **Regular Monthly Meeting**

- ***Call to order:*** Meeting called to order by Chairman Mitchell at 4:00 p.m.
- ***Roll Call:*** All present from above.
- ***Approve the agenda & approve the previous month's minutes, 31 January 2023:*** **MOTION** (McGregor/Gruden) to approve agenda & previous month's minutes. **Motion carried.**
- ***Public comments on agenda items:*** None.
- ***Committee Chairperson's comments:*** None.
- ***Public Safety Updates***
  - Police Department**
    - a. A brief presentation by Jack Ninneman about proposing a Village Blood drive with a focus on police department against police department (Grand Rapids). The Intent was in the July timeframe. Consensus amongst the Committee to allow the Village be part of this effort. The Chief will conduct coordination's and establish the date and location.
    - b. Update by the Chief on Police issues per his report, Nothing significant to report. The new Squad has arrived an being outfitted, this will drive a discussion on the need to keep Squad 2 or sell at auction once it arrives complete.

## **Fire Department**

- a. Review monthly & budget comparison reports.** The Chief updated the committee on his progress and activities, no issues. They are finalizing the cost for a new rescue truck, this will be in the amount of approx. \$80K and will need a discussion by the committee as well as FHR to plan the purchase and what funding source.

- ***Old Business.***

- a. Conduct an update on the corrective actions for the fire department from the 2021 report.** The administrator provided an update on the Fire department corrective action plan created in 2021. He stated he had no issues or concerns on the progress and the department was working towards 100% compliance (they are about 80% complete NOW). The largest part still being worked on are the Bylaws and some administrative actions with monthly minutes and agendas from their department meetings. It was noted that Assistant Chief Craig Kester submitted his retirement papers and will depart Village service on 1 April 2023 after 30 years.
- b. Discuss Lexipol status by the department.** Administrator provided a summary of the Village progress on the Lexipol for both departments. Bottom line the police are fully engaged and working towards 100% completion of the transition and use of this tool. The Fire department cited some concerns based on their volunteer status. The Administrator informed the committee as well as the department that his office would take over the transition (typing in the policies) and provide the Chief with a retracted version of the policy book for his review. This will focus some time to get these done so the Village can have a discussion on the need for Lexipol moving forward for the fire department.

- ***New Business.***

- a.** A robust discussion on the Fire department (DRAFT) bylaws and some concerns from the Fire Chief that having many hands trying to adjust these laws is not productive. The Administrator explained the need for the bylaws and that they will not and need not mirror the language in either the Village ordinance or PFC rules. They are very specific organizational operational rules and procedures, as long as they properly note the transitional points in hiring, firing and discipline action are addressed what they want to do it their prerogative. A “RED marked” product was provided to the Fire department for comment and the committee members will review and submit comments to the Administrator for compiling before next meeting.

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

- ***Future Agenda items for next meeting:*** Police department wages, discussion on a coordinated plan to work with the school on a public safety club.

- ***Next meeting date:*** 4 April 2023 at 4:00 p.m., in person at the Marshall Buehler Center.

- ***Adjourn:*** Adjourned at 5:55 p.m. by Mitchell.

# March

2023

Village of Port Edwards, WI

## Village of Port Edwards

COMMUNITY Calendar, (Legend); *(All meetings held in Marshall Buehler Center)*

PS- Public Safety Committee, PLPIT- Planning, Legislative, Property, Info  
technology Committee, FHR- Finance and Human Resources Committee, PW-  
Public Works Committee, PR- Parks and Recreations Committee



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 TRASH PU	2	3	4
5	6	7 PS MTG- 4pm	8 PLPIT Mtg 4:30 PM Trash/Recycle/Bulk PE School Board 5:30	9 FHR Mtg 4:30 pm	10	11
12	13	14 Village Board MTG 7pm	15 TRASH PU NEPCO Lake Mtg 1200	16	17	18
19	20	21 County Board MTG 9:00 AM	22 PW Mtg 4pm PR Mtg 4:30pm Trash/Recycle PU	23	24 NO SCHOOL	25
26	27	28 Elementary School Ice Cream Social 6pm	29 Trash PU	30	31	

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# VILLAGE OF PORT EDWARDS

Port Edwards, Wisconsin

COMMITTEE: Planning, Legislature, Property  
& Information Technology

DATE: 8 March, 2023

TO: JOSEPH ZURFLUH

cc: BETSY MANCL	ERIK SAYLOR	RAYMOND BOSSERT
SUE MITCHELL	DAILY TRIBUNE	JASON WORDEN
TIARA GRUNDEN	WFHR/WGLX	DIANE TREMMEL
SCOTT DREW	NICK ABTS	LONN RADTKE
CALEB MCGREGOR		

**Purpose of Meeting:** Regular Monthly Meeting

**Attendance:** J. Zurfluh, E. Saylor, C. McGregor, T. Grunden, R. Bossert

**Citizens:** Eric Hummel

**Subjects Discussed, Action Taken & Board Action Required:**

## **Regular Monthly Meeting**

- ***Call to order:*** Meeting called to order by Saylor - Chairman at 4:30 p.m.
- ***Roll Call:*** All present from above.
- ***Approve the agenda & previous month's minutes:*** **MOTION** (McGregor/Grunden) to approve minutes from 2 February 2023 & agenda. **Motion carried.**
- ***Public comments on agenda items:*** None.
- ***Committee Chairman's comments:*** None
- ***Planning, Legislature, Property, & Information Technology Updates***
- ***Discuss & review Chapter 10, Public Nuisance, MOTION to approve changes to Chapter 10. Administrative changes & updates to outdated rules.***

**MOTION** (Saylor/McGregor) to approve the changes to Chapter 10 with the discussed updates to the outdated ordinances. **Motion Carried.**

10.02- 3	Greatly offend the Public morals or decency- REMOVE
10.04	Public Nuisances Offending Morals & Decency - remove all
10.05 - 10	Remove the words "or any considerable number of persons within the Village."

- 10.06 – (3) (a) Add a 10 day limit for all junked vehicles in the village.
- 10.06 – (4) (a) Add a 10 day limit for all unlicensed vehicles in the village.
- 10.12 - 11 Remove “*thru the Public Works committee*”, replace with  
“*Administrator with appeals through the PLPIT committee.*”

- ***Discuss chickens-fowl in the village & the rules governing them.*** Tabled due to the absence of citizen Amanda Erdmann
- ***Discuss development options in the TIF district & incentives utilizing TIF funding.*** The administrator will provide some recommendations for a Village policy on these funds to specify their use. The Current authority under the development agreement and the TIF amendment “A” while authorizing the funding and ability is not clear to what level.
- ***Discuss the Contract to support a NEPCO lake study.*** This was tabled based on some options to gain other Funding from residents or the County. This action may come back to this committee for review in June 2023. Resident Eric Hummel spoke and offered his opinion on other avenues where this funding can come from as to not burden the Village
- ***Discuss Chapters 4 (Police) and Chapter 5 (Fire) based on any conflicts with the PFC or PEFD Bylaws.*** This discussion expanded *beyond the topic and thus needs to be a collective Board discussion on the Fire department in whole.* The understanding was that the Village will not officially Audit the Fire department but work out a resolution on a annual financial statement to be provided for filing. The Administrator will work with the Fire Chief on the specific language of that product.

As for the Police department, there was a conflict of language in 4.01-(4) where the ability of the Chief and Village fire a probationary officer does not involve the PFC, however once the officer becomes FTE then the PFC will be included. As for the Chief the language of a probationary chief will be stricken. There is no such thing and the contract of the Police Chief does not circumvent the PFC for discipline or firing.

- ***Old Business.*** None.
- ***New Business:*** None.
- ***Correspondence received.*** Some emails on Boat rules on NEPCO lake, these will be included in the discussion next month on those relevant chapters.
- ***Future Agenda items for next meeting:*** Review of Chapter 8- Public Works and Chapter 9 – Orderly Conduct
- ***Next meeting date:*** 5 April 2023 at 4:30 p.m., in person at the Marshall Buehler Center.
- ***Adjourn:*** Adjourned at 5:35 p.m. by Saylor.

Erik Saylor – Committee Chairman

**CHAPTER 10**  
**PUBLIC NUISANCES**  
**Updated 14 MARCH 2023**

- 10.01 Public Nuisances Prohibited
- 10.02 Public Nuisance Defined
- 10.03 Public Nuisances Affecting Health
- 10.04 Public Nuisances Offending Morals and Decency
- 10.05 Public Nuisances Affecting Peace and Safety
- 10.06 Junk, Certain Vehicles and Firewood
- 10.07 Abatement of Public Nuisances
- 10.08 Diseased and Infected Tree Control
- 10.09 Weed Control
- 10.10 Lawn Care
- 10.11 Outdoor Wood Boilers
- 10.12 Business District Rules
- 10.15 Penalty

**10.01 PUBLIC NUISANCES PROHIBITED.** No person shall erect, contrive, cause, continue, maintain or permit to exist any public nuisance within the Village.

**10.02 PUBLIC NUISANCE DEFINED.** A public nuisance is a thing, act, occupation, condition or use of property which shall continue for such length of time as to:

- (1) Substantially annoy, injure or endanger the comfort, health, repose or safety of the public.
- (2) In any way render the public insecure in life or in the use of property.
- (3) Greatly offend the public morals or decency.
- (4) Unlawfully and substantially interfere with, obstruct or tend to obstruct or render dangerous for passage any street, alley, highway, navigable body of water or other public way or the use of public property.

**10.03 PUBLIC NUISANCES AFFECTING HEALTH.** The following acts, omissions, places, conditions and things are hereby specifically declared to be public health nuisances, but such enumeration shall not be construed to exclude other health nuisances coming within the definitions of sec. 10.02 of this chapter:

- (1) **ADULTERATED FOOD.** All decayed, adulterated or unwholesome food or drink sold or offered for sale to the public.
- (2) **UNBURIED CARCASSES.** Carcasses of animals, birds or fowl not intended for human consumption, or foods which are not buried or otherwise disposed of in a sanitary manner within 24 hours after death.
- (3) **BREEDING PLACES FOR VERMIN, ETC.** Accumulations of decayed animal or vegetable matter, trash, rubbish, rotting lumber, bedding, packing material, scrap metal or any material whatsoever in which flies, mosquitoes, disease-carrying insects, rats or other vermin may breed.
- (4) **STAGNANT WATER.** All stagnant water in which mosquitoes, flies or other insects can multiply.
- (5) **PRIVY VAULTS AND GARBAGE CANS.** Privy vaults and garbage cans which are not fly tight.
- (6) **AIR POLLUTION.** The escape of smoke, soot, cinders, noxious acids, fumes, gases, fly ash or industrial dust within the Village limits or within one mile therefrom in such quantities as to endanger the health of persons of ordinary sensibilities or to threaten or cause substantial injury to property.
- (7) **NOXIOUS WEEDS.** All noxious weeds, as defined in §66.0407, Wis. Stats. ("**Noxious weed**" means **Canada thistle, leafy spurge, field bindweed, any weed designated as a noxious weed by the department of natural resources by rule, and any other weed the governing body of any municipality or the county board of any county by ordinance or resolution declares to be noxious within its respective boundaries**). In addition, other rank growth of vegetation, and all weeds, grasses and plants over 12 inches in height, excluding trees and shrubs, which:
  - (a) Detract from the surrounding area and properties.
  - (b) Become a possible fire hazard, as determined by the Fire Chief.
  - (c) Become a health hazard due to their pollen or a potential cover for disease-carrying rodents and other small animals.
  - (d) Are of infectious or poisonous nature in or adjacent to a populated area, regardless of height.
  - (e) Become a potential hazard to vehicular traffic in vision clearance triangles.
- (8) **WATER POLLUTION.** The pollution of any public well or cistern, stream, lake, canal or other body of water by sewage, creamery or industrial wastes or other substances.
- (9) **NOXIOUS ODORS, ETC.** Any use of property, substances or things within the Village emitting or causing any foul, offensive, noisome, nauseous, noxious or disagreeable odors, gases, effluvia or stenches repulsive to the physical senses of ordinary persons which annoy, discomfort, injure or inconvenience the health of any appreciable number of persons within the Village.
- (10) **STREET POLLUTION.** Any use of property which shall cause any nauseous or unwholesome liquid or substance to flow into or upon any street, gutter, alley, sidewalk or public place within the Village.



- (11) PESTICIDE APPLICATION. The application, or causing of the application, of any pesticide, as defined in §946.67(25), Wis. Stats., in such a manner as to endanger the health of persons within the Village.

~~**10.04 PUBLIC NUISANCES OFFENDING MORALS AND DECENCY.** The following acts, omissions, places, conditions and things are hereby specifically declared to be public nuisances offending public morals and decency, but such enumeration shall not be construed to exclude other nuisances offending public morals and decency coming within the definition of sec. 10.02 of this chapter.~~

- ~~(1) DISORDERLY HOUSES. All disorderly houses, bawdy houses, houses of ill fame, gambling houses and buildings or structures kept or resorted to for the purpose of prostitution, promiscuous sexual intercourse or gambling.~~
- ~~(2) GAMBLING DEVICES. All gambling devices and slot machines.~~
- ~~(3) UNLICENSED SALE OF LIQUOR AND BEER. All places where intoxicating liquor or fermented malt beverages are sold, possessed, stored, brewed, bottled, manufactured or rectified without a permit or license as provided for by this Code.~~
- ~~(4) CONTINUOUS VIOLATION OF VILLAGE ORDINANCES. Any place or premises within the Village where Village ordinances or State laws relating to public health, safety, peace, morals or welfare are openly, continuously, repeatedly and intentionally violated.~~
- ~~(5) ILLEGAL DRINKING. Any place or premises resorted to for the purpose of drinking intoxicating liquor or fermented malt beverages in violation of State laws or this Code.~~

**10.05 PUBLIC NUISANCES AFFECTING PEACE AND SAFETY.** The following acts, omissions, places, conditions and things are hereby declared to be public nuisances affecting peace and safety, but such enumeration shall not be construed to exclude other nuisances affecting public peace or safety coming within the definition of sec. 10.02 of this chapter:

- (1) SIGNS, BILLBOARDS, ETC. All signs and billboards, awnings and other similar structures over or near streets, sidewalks, public grounds or places frequented by the public so situated or constructed as to endanger the public safety.
- (2) ILLEGAL BUILDINGS. All buildings erected, repaired or altered in violation of the provisions of this Code relating to materials and manner of construction of buildings and structures within the Village.
- (3) UNAUTHORIZED TRAFFIC SIGNS. All unauthorized signs, signals, markers or devices placed or maintained upon or in view of any public highway or railway crossing which purport to be or may be mistaken as an official traffic control device, railroad sign or signal or which, because of its color, location, brilliance or manner of operation, interferes with the effectiveness of any device, sign or signal.
- (4) OBSTRUCTION OF INTERSECTIONS. All trees, hedges, billboards or other obstructions which prevent persons driving vehicles on public streets, alleys or highways from obtaining a clear view of traffic when approaching an intersection or pedestrian crosswalk.
- (5) TREE LIMBS. All limbs of trees which project over and less than 10 feet above any public sidewalk or less than 15 feet above a street or other public place.
- (6) DANGEROUS TREES. All trees which are injurious to public health or safety because of a diseased or damaged condition, and the storage of cut elm wood, unless such wood is debarked or sprayed with an effective elm bark beetle destroying insecticide.
- (7) FIREWORKS. All use, possession or display of fireworks except as provided by the laws of the State and ch. 9 of this Code.
- (8) DILAPIDATED BUILDINGS. All buildings or structures so old, dilapidated or out of repair as to be dangerous, unsafe, unsanitary or otherwise unfit for human use.
- (9) WIRES AND CABLES OVER STREETS. All wires and cables over streets, alleys or public grounds which are strung less than 15 feet above the surface thereof.

- (10) NOISY ANIMALS OR FOWL. The keeping or harboring of any animal or fowl which, by frequent or habitual howling, yelping, barking, crowing or making of other noises, shall greatly annoy or disturb a neighborhood or any ~~considerable~~ number of persons within the Village.
- (11) OBSTRUCTIONS OF STREETS; EXCAVATIONS. All obstructions of streets, alleys, sidewalks or crosswalks and all excavations in or under the same, except as permitted by this Code or which, although made in accordance with this Code, are kept or maintained for an unreasonable or illegal length of time after the purpose thereof has been accomplished, or do not conform to the permit.
- (12) SNOW, ICE AND DEBRIS REMOVAL. All debris not removed, and all snow and ice not removed or sprinkled with salt, ashes, sawdust or sand, as provided in **Chapter 8 (Public Works)** of this Code.
- (13) REFRIGERATORS. All abandoned refrigerators or iceboxes from which the doors and other covers have not been removed or which are not equipped with a device for opening from the inside.
- (14) OPEN PITS, BASEMENTS, ETC. All open and unguarded pits, wells, excavations and basements.
- (15) FLAMMABLE LIQUIDS VIOLATIONS. Repeated or continuous violations of this Code or the laws of the State relating to the storage of flammable liquids.

#### 10.06 JUNK, CERTAIN VEHICLES AND FIREWOOD.

- (1) PUBLIC NUISANCES DECLARED. The following are hereby declared to be public nuisances wherever they may be found within the Village.
  - (a) Any motor vehicle, truck body, tractor or trailer as enumerated in subs. (3) and (4) below and defined in sub. (2)(a) and (b) below.
  - (b) Any junk stored contrary to sub. (5) below.
  - (c) Any firewood used or stored contrary to sub. (6) below.
- (2) DEFINITIONS. The words, phrases and terms used in this section shall be interpreted as follows:
  - (a) Disassembled, Inoperable, Junked or Wrecked Motor Vehicles, Truck Bodies, Tractors, Trailers. Motor vehicles, truck bodies, tractors or trailers in such state of physical or mechanical ruin as to be incapable of propulsion or being operated upon the public streets or highways.
  - (b) Unlicensed Motor Vehicles, Truck Bodies, Tractors or Trailers. Motor vehicles, truck bodies, tractors or trailers which do not bear lawful current license plates.
  - (c) Motor Vehicle. As defined in §340.01(35), Wis. Stats.
  - (d) Junk. Worn out or discarded material of little or no value including, but not limited to, household appliances or parts thereof, machinery and equipment or parts thereof, vehicles or parts thereof, tools, discarded building materials or any other unsightly debris, the accumulation of which has an adverse effect upon the neighborhood or Village property values, health, safety or general welfare.
  - (e) In the Open. Land which may be viewed from public streets or adjoining property.
- (3) STORAGE OF INOPERABLE VEHICLES, ETC.
  - (a) **Restricted.** No person shall accumulate, store or allow any disassembled, inoperable, junked or wrecked motor vehicles, truck bodies, tractors or trailers in the open upon any public or private property in the Village for a period exceeding 10 days.
  - (b) Exceptions.
    - 1. Any business engaged in automotive sales or repair located in a properly zoned district may retain no more than 3 disassembled or wrecked vehicles, including vehicles under repair, in the open for a period not to exceed 30 days, after which such vehicles shall be removed.
    - 2. Junk yards licensed under **Chapter. 12** of this Code.

- (4) STORAGE OF UNLICENSED VEHICLES, ETC.
- (a) Restricted. No person shall accumulate, store or allow any unlicensed motor vehicle, truck body, tractor or trailer in the open upon any public or private property in the Village for a period exceeding 10 days.
  - (b) Exceptions.
    1. Any business engaged in the sale, repair or storage of such unlicensed vehicles in a properly zoned district.
    2. Garden tractors and mowers may be stored in the rear yard not less than 10 feet from any property line.
- (5) STORAGE OF JUNK PROHIBITED. No person, except a junk dealer licensed under **Chapter. 12** of this Code, shall accumulate, store or allow any junk outside of any building on any public or private real estate located in the Village.
- (6) STORAGE OF FIREWOOD.
- (a) Regulated. No person shall store firewood on any residential premises except for use on the premises. No firewood pile may be located within the front setback.
  - (b) Exception. Any firewood pile located contrary to the provisions of par. (a) above on the effective date of this subsection need not be moved to a place of compliance until June 1, 2003.
- (7) ISSUANCE OF CITATION; ACTION TO ABATE. Whenever a police officer shall find any such vehicle or junk, as defined in sub. (2) above, accumulated, stored or remaining in the open upon any property within the Village contrary to the provisions of subs. (3), (4) and (5) above, or firewood stored contrary to sub. (6) above, he shall notify the owner of said property on which such vehicle, junk or firewood is located of the violation of this section. If such vehicle, junk or firewood is not removed within 10 days, the police officer shall cause a citation to be issued to the property owner or the occupant of the property upon which such vehicle, junk or firewood is located. In addition, action to abate such nuisance may be commenced, as provided in sec. 10.07 of this chapter.
- (8) PENALTY. Any person who shall be adjudicated to have violated any of the provisions of this section shall be subject to a forfeiture as provided in sec. 25.04 of this Code plus the costs of said prosecution and, upon default of payment of such forfeiture and costs, shall be imprisoned in the County Jail until such forfeiture and costs are paid, but not to exceed 10 days. Each day that a violation of this section continues shall be deemed a separate offense.

#### 10.07 ABATEMENT OF PUBLIC NUISANCES.

- (1) ENFORCEMENT. ~~It shall be the duty of police officers, the Fire Chief, Zoning Administrator, Village Administrator and Police officers and may be delegated to the Fire department and Public Works Supervisor, enforce those provisions of this chapter that come within the jurisdiction of their respective offices and they shall make periodic inspections and inspections upon complaint to ensure that such provisions are not violated.~~

It shall be the duty of the Police Chief, the Fire Chief and the Village Administrator to enforce those provisions of this chapter that come within the jurisdiction of their respective offices and they shall make periodic inspections and inspections upon complaint to ensure that such provisions are not violated. Notwithstanding the foregoing, the Police Chief, Fire Chief and/or the Village Administrator shall have the discretion to delegate such authority within their respective departments, including but not limited to delegation to the Public Works Supervisor as appropriate, though delegation of such authority shall not in any case relieve the Police Chief, Fire Chief and/or the Village Administrator of their respective duties under this section. No action shall be taken under this section to abate a public nuisance unless the officer shall have inspected or caused to be inspected the premises where the nuisance is alleged to exist and have satisfied himself that a nuisance does, in fact, exist.
- (2) SUMMARY ABATEMENT.
  - (a) Notice to Owner. If the inspecting officer shall determine that a public nuisance exists within the Village and that there is great and immediate danger to the public health, safety, peace, morals or decency, the Village President may direct a police officer to serve notice on the person causing, permitting or

maintaining such nuisance or upon the owner or occupant of the premises where such nuisance is caused, permitted or maintained and to post a copy of said notice on the premises. Such notice shall direct the person causing, permitting or maintaining such nuisance or the owner or occupant of the premises to abate or remove such nuisance within 24 hours and shall state that unless such nuisance is so abated, the Village shall cause the same to be abated and will charge the cost thereof to the owner, occupant or person causing, permitting or maintaining the nuisance, as the case may be.

- (b) Abatement by Village. If the nuisance is not abated within the time provided or if the owner, occupant or person causing the nuisance cannot be found, the officer having the duty of enforcement shall cause the abatement or removal of such public nuisance.
- (3) **ABATEMENT BY COURT ACTION**. If the inspecting officer shall determine that a public nuisance exists on private premises, but that the nature of such nuisance is not such as to threaten great and immediate danger to the public health, safety, peace, morals or decency, he shall serve notice on the person causing or maintaining the nuisance and the owner of the property to remove the same within 10 days. If such nuisance is not removed within 10 days, he shall report such fact to the Village President, who may direct the Village Attorney to commence an action in Circuit Court for the abatement of the nuisance.
- (4) **OTHER METHODS NOT EXCLUDED**. Nothing in this chapter shall be construed as prohibiting the abatement of public nuisances by the Village or its officials in accordance with the laws of the State, nor as prohibiting an action to be commenced in the Circuit Court seeking a forfeiture as provided in sec. 10.15 of this chapter.
- (5) **COST OF ABATEMENT**. In addition to any other penalty imposed by this chapter for the erection, contrivance, creation, continuance or maintenance of a public nuisance, the cost of abating a public nuisance by the Village shall be collected as a debt from the owner, occupant or person causing, permitting or maintaining the nuisance, and if notice to abate the nuisance has been given to the owner, such cost shall be assessed against the real estate as a special charge.

#### **10.08 DISEASED AND INFECTED TREE CONTROL.** See sec. 8.12 of this Code.

#### **10.09 WEED CONTROL.**

- (1) **NOXIOUS WEEDS AND RANK GROWTH PROHIBITED**. No owner or occupant of any lot or parcel shall allow such property to become overgrown with any weeds or grass so as to constitute a public nuisance, as defined in sec. 10.03(7) of this chapter.
- (2) **NOTIFICATION**. **The Village President** shall annually, on or before May 15, publish a Class 2 notice, under Ch. 985, Wis. Stats., that every person is required by law to destroy all noxious weeds and other rank growth of vegetation, as defined in sec. 10.03(7) of this chapter, on land in the Village which he owns, occupies or controls.
- (3) **ENFORCEMENT**. If a property owner fails to control the growth of such weeds or rank growth of vegetation on his property, the Weed Commissioner shall serve upon him notice as to this fact. If such owner fails to abate this nuisance within 5 days after service of the notice, the Weed Commissioner shall take action to abate such public nuisance.
- (4) **COSTS**. If the Village causes a nuisance to be removed as provided in sub. (3) above, the actual cost thereof, together with an administrative fee equal to 10% of the actual cost, shall be charged to the property owner. If such charges are not paid by November 15 of the year in which they are billed, such charges, together with an additional administrative fee for collection equal to 10% of the total of such charges and fees, shall be extended on the next succeeding tax roll as a tax charged against the property affected and collected in the same manner as are other taxes, pursuant to §66.0517, Wis. Stats.

#### **10.10 LAWN CARE.**

- (1) **OCCUPIED LOTS**. Every owner or occupant of any premises having a lawn consisting of conventional grasses such as Blue Grass, Creeping Fescue, Rye Grass, etc., shall cut and maintain such lawn on such premises as well as the boulevard in front of or along such premises. **Lots will be maintained appropriately to not cause concerns.**

- (2) VACANT LOTS. All vacant lots in all residential, business and manufacturing districts shall be kept free of unhealthy and unsightly debris and shall be reasonably maintained. This shall also include the boulevard in front of or along such vacant lot. **Lots will be maintained appropriately to not cause concerns.**

### 10.11 OUTDOOR WOOD BOILERS REGULATED

- (1) Outdoor wood boilers may be permitted only on Agricultural zoned properties and shall be located 300 feet or more from an existing neighboring residential dwelling.

### 10.12 BUSINESS DISTRICT RULES

(1) SUMMARY- Due to the Unique nature of our Village Business District, the Village feels it necessary to apply some very direct code enforcement to ensure the safety, security and value of all the properties affected. The Ordinances and Rules and regulations of the Village apply to all properties within the Village limits, however specifically for our Business district the below ordinances apply and shall be enforced. In some cases, the interconnectivity of the properties requires a more multi-family enforcement rather than the stand-alone property atmosphere. The reliance on **interconnected** water, sanitation, roofing, power requires strict safety and security checks and enforcement to ensure a safe environment. The ability to attract and maintain prosperous business customers require a uniform, aesthetically appealing, safe and attractive environment that maintains the Village Values and small-town atmosphere.

- (2) Definition of the Village of Port Edwards Business District:

- a. Properties in the Port Plaza market Ave building  
(Parcels #2700243B, 2701007, 2701006, 2701005, 2701004, 2701003, 2701002, 2701001, 2700243, 27002243AB, 2700258A, 2700247)
- b. The US Post office Building, (Parcel #2700206A)
- c. The Adjoining Kennel club and vacant storefront (parcel #2700206)
- d. The Nekoosa Port Edwards Bank Building (Parcel #2700220, #2700219)
- e. The Port Auto Automotive shop (Parcel #2700225)
- f. Current Technology (#2700223)
- g. **Mission Coffee** (#2700208, 2700209, 2700210)
- h. Rental properties (# 2700259, 2700211)

(3) INSPECTION OF DWELLINGS AUTHORIZED The chief housing official is hereby authorized to make inspections to determine the condition of dwellings, dwelling units, and premises located within the city in order that he may perform his duty of safeguarding the health and safety of the occupants of dwellings and the general public. All inspections and investigations of residential property must be conducted in compliance with the requirements for a reasonable search. Initially this means consent or a warrant must be obtained in order to enter the premises. For the purpose of making such inspections and to perform any duty imposed upon him by this code, the chief housing official is hereby authorized according to law to enter, examine, and survey at all reasonable times all such premises.

(4) FREQUENCY OF INSPECTIONS The chief housing official shall cause a periodic inspection to be made of every multiple dwelling or leased dwelling unit. Such inspection shall include a thorough examination of all parts of such dwelling and the premises connected therewith. The chief housing official is also empowered to make similar inspections of all dwellings as frequently as may be necessary or convenient.

(5) AERIELS. NO radio or Television aerial or satellites shall be installed, except with the Village approval. Any aerials/satellite dishes erected on the roof or exterior walls of the building without the consent of the village, in writing, is liable to removal without notice.

(6) STORAGE OF VEHICLES. No recreational vehicles, including but not limited to trailers, campers, boats, boat trailers and snowmobiles may be parked on the Market Ave premises. This includes the front parking areas along the Port Plaza or the alley directly behind the building. In operative, immobile or junked cars and other vehicles may remain in the parking areas for no longer than 4 days without prior approval of the Village. These may be subject to removal by the Village at a cost to the owner /occupant.

(7) DISPOSING OF REFUSE. All Business District owner/occupants should have adequate trash containers and garbage and refuse must be placed in the same. No storing of refuse and misc. supplies external to the building will be acceptable and will be subject to removal by the Village at a cost to the owner /occupant.

(8) FACADES- Will retain the original design of the building. Any adjustments or proposals will be submitted to the Public Works Committee for discussion and approval. No facades will be extreme in design or color choices. No facades will protrude further than 12" from the building front.

(9) SIGNS- No signs will be larger than 3'x 8'. They will all require a Village Sign permit and approved by the Village Administrator before installation.

(10) INSURANCE- Due to the in connectivity of the majority of the buildings in the Business district, basic coverage per state rules will be required for Fire, Water and Wind damage. The coverage will replace the structure and interiors to at a minimum the current standard. Internal coverage for personal items will be at the discretion of the owner.

(11) WINDOWS- Windows will be kept clean and at least have 50% of open line of sight on the total square footage of the window. On the interior, moveable shades and shutters may be maintained but nothing permanent in structure can be installed. Window designs, signs and graphics will be reviewed and approval by the Village Administrator with appeals by the Property, Legislative, Planning, and Information Technology (PLPIT) committee ~~thru the Public Works committee.~~

(12) SIDEWALKS- Will be maintained per Village ordinances and cleared of debris and snow as per ordinances.

(13) ALLEYS- Will be free of debris and maintained by the Village as part of the transportation network. Trash and debris collection will be per Village ordinances.

(14) SAFETY: Fire inspections shall be conducted on a more frequent basis due to the composition of the Business district and the impact on the functioning of our local government. The Village will have the right to quarterly inspect all the properties in the Business district at no cost to the occupants. However, violations and corrective actions once noted will be conducted at the expense of the occupant/owner in 30 days, with a follow up check to validate.

a. ENTERING ON PREMISES. No person shall deny the Fire Inspector or the Deputy Inspector free access to any property within the Village at any reasonable time for the purpose of making fire inspections. No person shall hinder or obstruct the Fire Inspectors in the performance of duties or refuse to observe any lawful direction given by the Inspector or Deputies

b. CORRECTION OF FIRE HAZARDS. When any inspection by the Fire Chief or Deputy Inspector reveals a fire hazard, the Chief or the Deputy Inspector may serve a notice in writing upon the owner of the property giving the owner a reasonable time in which to remove the hazard. If the fire hazard is not removed within the time allowed, it shall be deemed a nuisance and the Fire Chief or the Deputy Inspector may have the same removed by the Village, and the cost of such removal shall be recovered in an action by the Village against the owner of the property and may also be entered on the tax roll as a special charge against the property.

c. INSPECTION DUTIES. Fire Inspectors shall inspect, according to State regulations, all buildings, premises and public thoroughfares within the Village limits for the purpose of noting and causing to be corrected any conditions liable to cause fires. Repairs or alterations necessary to remove the hazardous condition shall be made within a reasonable time at the expense of the owner. The Inspector shall also investigate the storage and handling of all explosives and inflammable liquids within the Village.

d. WRITTEN RECORD OF INSPECTIONS. The Chief shall keep a written record of each property inspected, which shall conform to the requirements of the State Department of Commerce and shall make a report of such inspections available upon request.



(15) PUBLIC NUISANCES

a. **PUBLIC NUISANCES AFFECTING PEACE AND SAFETY.** The following acts, omissions, places, conditions and things are hereby declared to be public nuisances affecting peace and safety, but such enumeration shall not be construed to exclude other nuisances affecting public peace or safety coming within the definition of sec. 10.02 of the Village ordinances.

b. **DILAPIDATED BUILDINGS.** All buildings or structures so old, dilapidated or out of repair as to be dangerous, unsafe, unsanitary or otherwise unfit for human use.

(16) ABATEMENT OF PUBLIC NUISANCES.

a. **ENFORCEMENT.** It shall be the duty of police officers, the Fire Chief and the Zoning Administrator to enforce those provisions of this chapter that come within the jurisdiction of their respective offices and they shall make periodic inspections and inspections upon complaint to ensure that such provisions are not violated. No action shall be taken under this section to abate a public nuisance unless the officer shall have inspected or caused to be inspected the premises where the nuisance is alleged to exist and have satisfied himself that a nuisance does, in fact, exist.

b. **SUMMARY ABATEMENT.**

1) **Notice to Owner.** If the inspecting officer shall determine that a public nuisance exists within the Village and that there is great and immediate danger to the public health, safety, peace, morals or decency, the Village President may direct a police officer to serve notice on the person causing, permitting or maintaining such nuisance or upon the owner or occupant of the premises where such nuisance is caused, permitted or maintained and to post a copy of said notice on the premises. Such notice shall direct the person causing, permitting or maintaining such nuisance or the owner or occupant of the premises to abate or remove such nuisance within 24 hours and shall state that unless such nuisance is so abated, the Village shall cause the same to be abated and will charge the cost thereof to the owner, occupant or person causing, permitting or maintaining the nuisance, as the case may be.

2) **Abatement by Village.** If the nuisance is not abated within the time provided or if the owner, occupant or person causing the nuisance cannot be found, the officer having the duty of enforcement shall cause the abatement or removal of such public nuisance.

3) **ABATEMENT BY COURT ACTION.** If the inspecting officer shall determine that a public nuisance exists on private premises, but that the nature of such nuisance is not such as to threaten great and immediate danger to the public health, safety, peace, morals or decency, he shall serve notice on the person causing or maintaining the nuisance and the owner of the property to remove the same within 10 days. If such nuisance is not removed within 10 days, he shall report such fact to the Village President, who may direct the Village Attorney to commence an action in Circuit Court for the abatement of the nuisance.

4) **OTHER METHODS NOT EXCLUDED.** Nothing in this chapter shall be construed as prohibiting the abatement of public nuisances by the Village or its officials in accordance with the laws of the State, nor as prohibiting an action to be commenced in the Circuit Court seeking a forfeiture as provided in sec. 10.15 of this chapter.

5) **COST OF ABATEMENT.** In addition to any other penalty imposed by this chapter for the erection, contrivance, creation, continuance or maintenance of a public nuisance, the cost of abating a public nuisance by the Village shall be collected as a debt from the owner, occupant or person causing, permitting or maintaining the nuisance, and if notice to abate the nuisance has been given to the owner, such cost shall be assessed against the real estate as a special charge.

(17) **PENALTY.** In addition to the penalties provided in this chapter, any person who shall violate any provision of this chapter, or permit or cause a public nuisance, shall be subject to a penalty as provided in sec. 25.04 of this Code.

**(18) BUILDING CODE ENFORCEMENT**

a. **ADMINISTRATION AND ENFORCEMENT.** The Village Building Inspector shall administer and enforce this chapter within the Village.

b. **DEMOLITION PERMIT REQUIREMENTS FOR HIGH VALUE PROPERTIES ENFORCEMENT AND VIOLATIONS.** The Building Inspector, with the aid of the Police and Fire Departments, shall enforce the provisions of this section of the Building Code. Any person who violates, disobeys, neglects, omits or refuses to comply with any of the provisions of this section of the Building Code, shall be subject to the penalties described in Sec. 25.04 of the General Provisions including the assignment of daily penalties for each day the property is found to be in violation of the Code. Such penalties shall be in addition to any other applicable penalties that may be described in a valid development agreement between the applicant and the Village or as may otherwise be allowed by law including the Village making a claim on the applicant's performance bond.

c. **ILLEGAL DUMPING PROHIBITED.** It shall be illegal for any person to dump, dispose, deposit, litter or store refuse in the Village outside of a container approved by the Village Board on either private or public lands.

**(19) DISPLAY OF BUILDING ADDRESS/STREET NUMBER REQUIRED.**

a. **REQUIRED.** Each principal building in the Village shall be assigned an official street number. All lots and parts of lots in the Village shall be numbered in accordance with a street numbering map on file in the office of the Village Engineer/Administrator. In the event a lot is not numbered, the Village Engineer/Administrator shall assign a number in cooperation with Wood County Emergency Management. Plats shall be numbered to conform as nearly as possible to the general scheme of numbering as outlined on the map.

b. **DISPLAY.** The owner, occupant, or agent in charge of the premises shall cause to be affixed and to be maintained when so affixed to each principal building controlled by such person the official street number assigned to that building as provided in subsection (1) of this section. Each required number shall be affixed on the particular building in such a contrast, size, and location that it may be easily and readily seen by a person of ordinary eyesight on the public street or highway upon which the building abuts. For buildings abutting also on a public alley, the street number shall so be affixed in such location that it may be seen in like manner from such alley. Buildings set back more than 75 feet from a street or alley shall have a street number affixed to a sign in the front or rear yard in addition to the required number on the building. All signs must comply with the requirements of Chapter 17.25. Script, spelled-out, or Roman numerals are not acceptable.

c. **NONCOMPLIANCE.** If the owner or occupant of any building neglects for 20 days to duly attach and maintain the proper numbers on the building, the Village shall serve such owner or occupant a notice requiring such owner or occupant to properly number the building. If such owner or occupant neglects to do so for ten days after service, such owner or occupant shall be subject to the provisions of 11.10, Penalty.

d. **PENALTY.** Any person who shall violate any provision of this chapter shall be subject to a penalty as provided below unless State Statutes supersede.

**(19) ZONING CODE VIOLATION AND PENALTIES.**

a. Any person who violates, disobeys, neglects, omits or refuses to comply with, or who resists the enforcement of any of the provisions of this chapter, shall forfeit a sum of not less than \$200 nor more than \$500, together with the costs of prosecution, and, in case of nonpayment of such forfeiture, shall be imprisoned in the County Jail for a term of not more than 30 days or until such judgment is paid, and each day of violation shall constitute a separate offense.

**10.15 PENALTY.** In addition to the penalties provided in this chapter, any person who shall violate any provision of this chapter, or permit or cause a public nuisance, shall be subject to a penalty as provided in sec. 25.04 of this Code.



# VILLAGE OF PORT EDWARDS

Port Edwards, Wisconsin

COMMITTEE: Finance & Human Relations

DATE: 9 March 2023

TO: JOSEPH ZURFLUH

cc: BETSY MANCL

SUE MITCHELL

TIARA GRUNDEN

SCOTT DREW

CALEB MCGREGOR

ERIK SAYLOR

DAILY TRIBUNE

WFHR/WGLX

NICK ABTS

RAYMOND BOSSERT

JASON WORDEN

DIANE TREMMEL

LONN RADTKE

**Purpose of Meeting:** Regular Monthly Meeting

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

**Absent:** D. Tremmel

**Citizens:** T. Grunden (ZOOM)

**Subjects discussed, Action, Taken & Board Action Required:**

## **Regular Monthly Meeting**

- **Call to Order:** meeting called to order by Mancl-Chairman at 4:29 pm
- **Roll Call:** all present from above.
- **Approve the agenda & previous month's minutes from 5 February 2023: MOTION**  
(Mitchel/Radtke) to approve agenda. **Motion carried.**
- **Public Comments on agenda items:** None
- **Committee Chairman's comments:** None
- **Discussion then MOTION to approve the monthly bills, journal entries for previous month and financial report:** No discussion. (Mitchell/Radtke) **Motion to approve carried.**
- **Old Business:**
  - **-Discussion on Village Employee satisfaction survey.** All fulltime staff have submitted their surveys and the results as expected show a high level of satisfaction with employment in the Village. The survey is still open for all other paid Village staff (parttime of committee members). some areas of concern will be addressed by the Administrator such as Longevity pay and Vacation periods.

# VILLAGE OF PORT EDWARDS

Port Edwards, Wisconsin

- **Wage Study.** The Administrator gave an update on the progress of the Wage study, he is approx.. 60% complete and should have a product for review by the April FHR meeting. Initial data reveals the Village would require \$25K to bring all employees up to a 2023-2024 wage level and thus reset the field. Then the discussion will be on how to maintain that level with pay steps or annual cost of living raises. Some discussion on our benefits and that they could be used to offset the actual pay rates by trustee Radtke.
- **Continuity of Operations.** A discussion was had on the staff recommendations that a potential parttime employee could greatly assist the front office ( Administrator, Clerk and Deputy Clerk) it could also Help with potential key staff departing in the future. President Zurfluh and Radtke brought up an option to ask the retired villager Karen Thiel if she was interested in serving in emergency circumstances. The administrator will reach out and see if this is possible and formalize that process. We will review this issue in the future and see in Budget time if this corrective plan is acceptable.
- **New Business:** None
- **Correspondence received:** None
- **Future Agenda items for next meeting:** 1<sup>st</sup> Quarter Budget analysis, Wage Study
- **Next Meeting date:** *April 6, 2023 at 4:30 pm*
- **Adjourn:** adjourned at 5:30pm by Mancl

Betsy Mancl- Committee Chairman

# Village of Port Edwards Employee Satisfaction

- Thursday, March 02, 2023

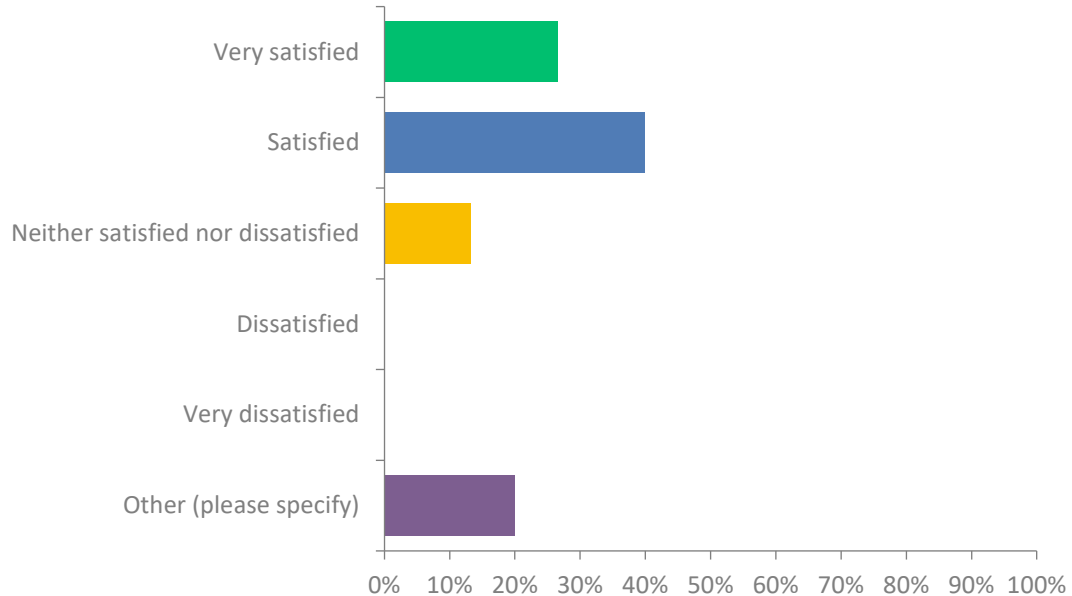
- Total Responses ; 15
- Date Created: Friday, February 24, 2023
- Date of REPORT- 2 MARCH 2023
- Complete Responses: 15

# Administrators Summary

- The employee work environment is fine and in many areas above average. Staff enjoys working in the Village.
- Over 90% of the Fulltime staff feel appreciated, have the tools to get their job done and are satisfied with the current pay and benefits.
- Information is being passed between the departments
- The employees are extremely satisfied with their leadership internal with departments and the Administrator.
- 80% of the fulltime staff would be interested in some form of a pay scale, instead of the current system
- Areas to be addressed:
  - Longevity and vacation allowances pay needs to be reviewed
  - Internal growth for some departments is extremely limited if not impossible
  - Some employees feel underappreciated by elected officials

# Q1: Are you satisfied with your Village pay and benefits?

• Answered: 15 Skipped: 0



# Q1: Are you satisfied with your Village pay and benefits?

• Answered: 15 Skipped: 0

ANSWER CHOICES	RESPONSES	
Very satisfied	26.67%	4
Satisfied	40.0%	6
Neither satisfied nor dissatisfied	13.33%	2
Dissatisfied	0%	0
Very dissatisfied	0%	0
Other (please specify)	20.0%	3
TOTAL		15

Pay needs to be assessed by the Job performed, not based on how it always used to be... Leave time should also be assessed based on other like positions. We want to hire and retain the best team possible.

3/1/2023 07:02 PM

[View respondent's answers](#) [Add tags▼](#)

Pay is ok, however if you want to stay competitive with careers in surrounding area and want to hire quality employees in future, pay will need to be more competitive.

2/27/2023 07:55 PM

[View respondent's answers](#) [Add tags▼](#)

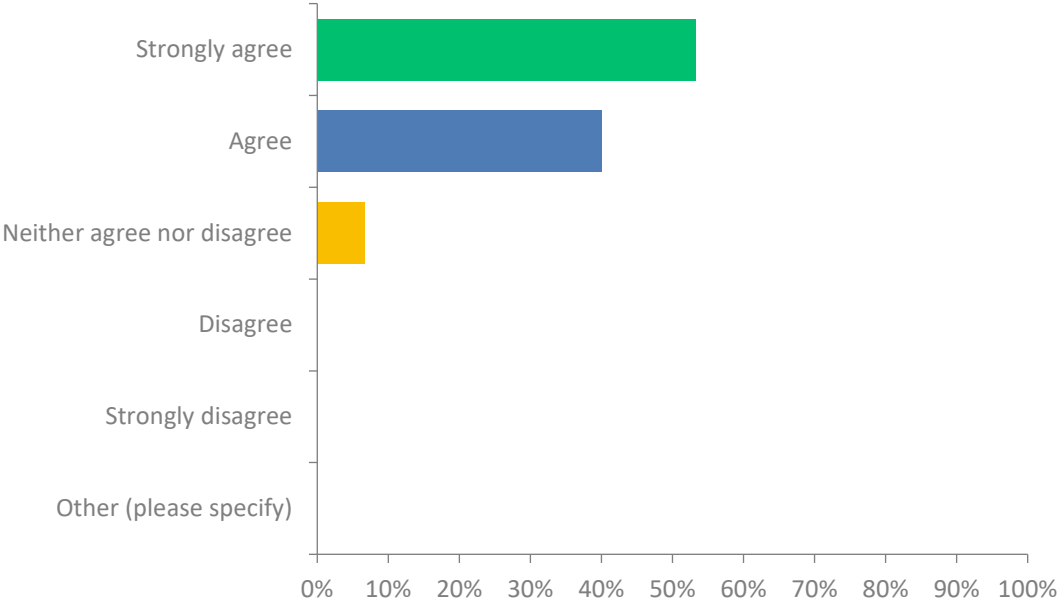
I am appreciative of the pay I have but feel the pay needs to be raised to get quality candidates to fill future vacancies and be comparable..

2/27/2023 11:12 AM

[View respondent's answers](#) [Add tags▼](#)

# Q2: Do you feel appreciated and supported by Village leadership( Administrator, department head)

• Answered: 15 Skipped: 0



# Q2: Do you feel appreciated and supported by Village leadership( Administrator, department head)

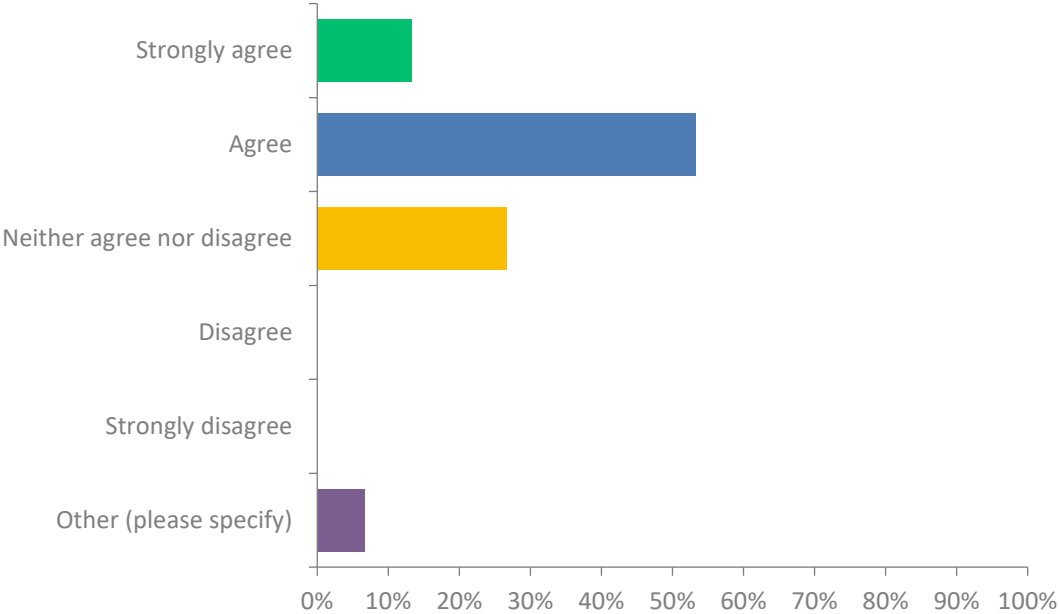
• Answered: 15 Skipped: 0

ANSWER CHOICES	RESPONSES	
Strongly agree	53.33%	8
Agree	40.0%	6
Neither agree nor disagree	6.67%	1
Disagree	0%	0
Strongly disagree	0%	0
Other (please specify)	0%	0
TOTAL		15



# Q3: Do you feel appreciated and supported by the Village Elected officials?

• Answered: 15 Skipped: 0



# Q3: Do you feel appreciated and supported by the Village Elected officials?

• Answered: 15 Skipped: 0

ANSWER CHOICES	RESPONSES	
Strongly agree	13.33%	2
Agree	53.33%	8
Neither agree nor disagree	26.67%	4
Disagree	0%	0
Strongly disagree	0%	0
Other (please specify)	6.67%	1
TOTAL		15

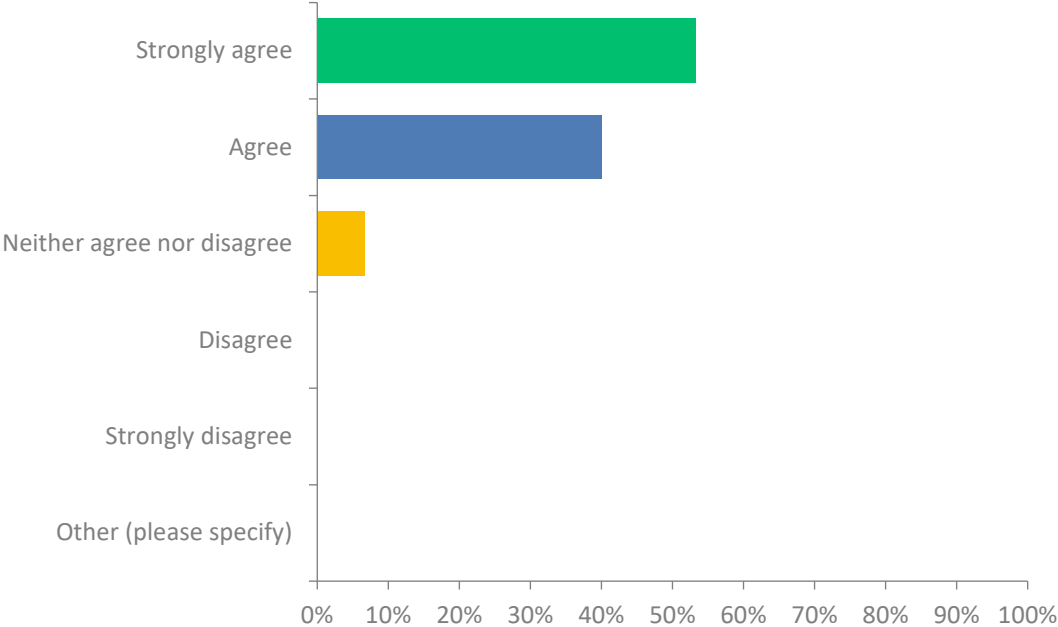
I feel very supported by some and very under appreciated by others.

3/1/2023 07:02 PM

[View respondent's answers](#)

Q4: Do you have all the Tools ( equipment, uniforms, vehicles) needed to conduct your Job?

• Answered: 15 Skipped: 0



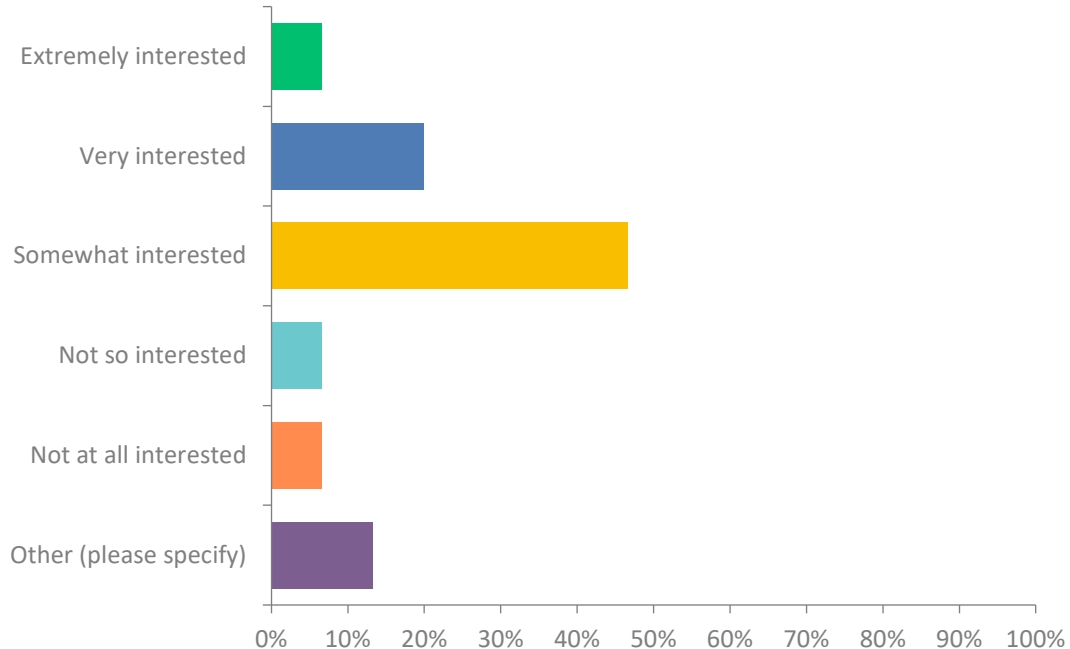
# Q4: Do you have all the Tools ( equipment, uniforms, vehicles) needed to conduct your Job?

• Answered: 15 Skipped: 0

ANSWER CHOICES	RESPONSES	
Strongly agree	53.33%	8
Agree	40.0%	6
Neither agree nor disagree	6.67%	1
Disagree	0%	0
Strongly disagree	0%	0
Other (please specify)	0%	0
TOTAL		15

# Q5: Would you prefer a pay scale system designed by years of service/experience instead of random annual cost of living raises?

• Answered: 15 Skipped: 0



# Q5: Would you prefer a pay scale system designed by years of service/experience instead of random annual cost of living raises?

• Answered: 15 Skipped: 0

ANSWER CHOICES	RESPONSES	
Extremely interested	6.67%	1
Very interested	20.0%	3
Somewhat interested	46.67%	7
Not so interested	6.67%	1
Not at all interested	6.67%	1
Other (please specify)	13.33%	2
TOTAL		15

I would like to see a base scale, but then have the board asses annually whether COLA are needed.

3/1/2023 07:02 PM

[View respondent's answers](#)

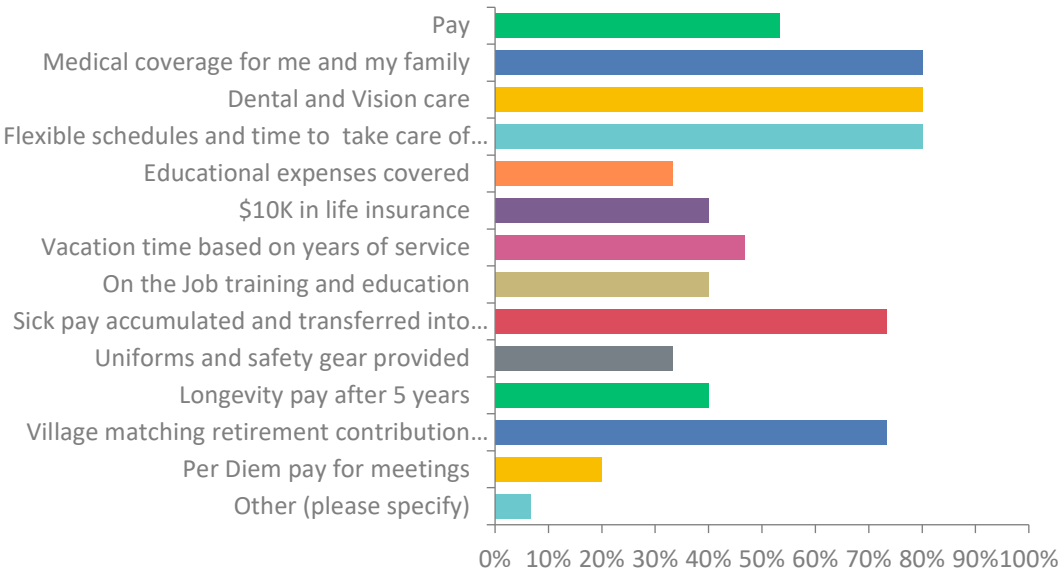
Doesn't apply

2/26/2023 04:10 PM

[View respondent's answers](#)

# Q6: What are the benefits the Village has that you want or appreciate( answer all that apply)

• Answered: 15 Skipped: 0



Showing 1 response

more competitive longevity pay and vacation packages comparable to surrounding areas.

2/27/2023 07:55 PM

[View respondent's answers](#)

# Q6: What are the benefits the Village has that you want or appreciate( answer all that apply)

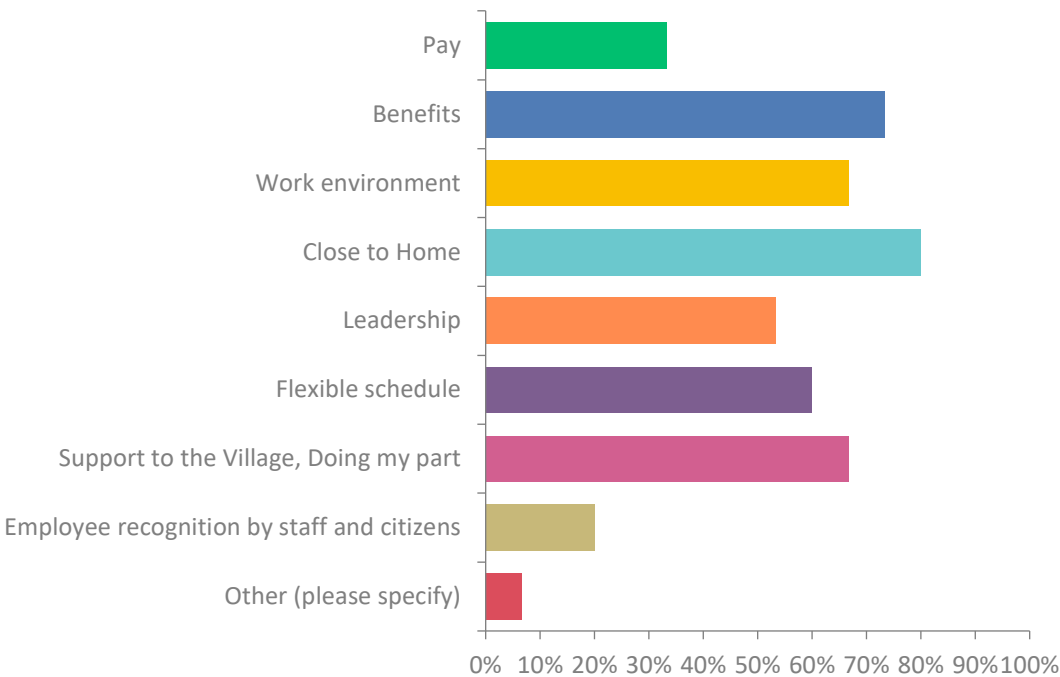
• Answered: 15 Skipped: 0

ANSWER CHOICES	RESPONSES	
Pay	53.33%	8
Medical coverage for me and my family	80.0%	12
Dental and Vision care	80.0%	12
Flexible schedules and time to take care of issues	80.0%	12
Educational expenses covered	33.33%	5
\$10K in life insurance	40.0%	6
Vacation time based on years of service	46.67%	7
On the Job training and education	40.0%	6
Sick pay accumulated and transferred into retirement	73.33%	11
Uniforms and safety gear provided	33.33%	5
Longevity pay after 5 years	40.0%	6
Village matching retirement contribution (6.5%)	73.33%	11
Per Diem pay for meetings	20.0%	3
Other (please specify)	6.67%	1
TOTAL		105



# Q7: What are the reasons you work in the Village? (mark all the apply)

• Answered: 15 Skipped: 0



# Q7: What are the reasons you work in the Village? (mark all the apply)

• Answered: 15 Skipped: 0

ANSWER CHOICES	RESPONSES	
Pay	33.33%	5
Benefits	73.33%	11
Work environment	66.67%	10
Close to Home	80.0%	12
Leadership	53.33%	8
Flexible schedule	60.0%	9
Support to the Village, Doing my part	66.67%	10
Employee recognition by staff and citizens	20.0%	3
Other (please specify)	6.67%	1
TOTAL		69

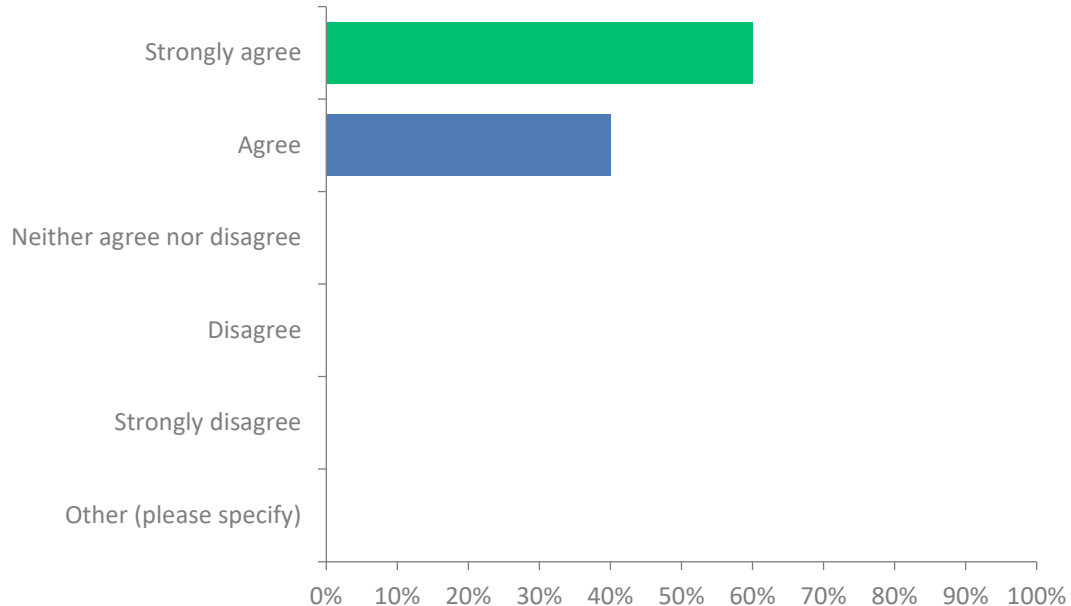
Showing 1 response

To bring professionalism and integrity back to a disgraced agency.

3/1/2023 07:02 PM

Q8: Is there a good flow of information in your Village department. Do you know what needs to be done and what's expected of you?

• Answered: 15 Skipped: 0



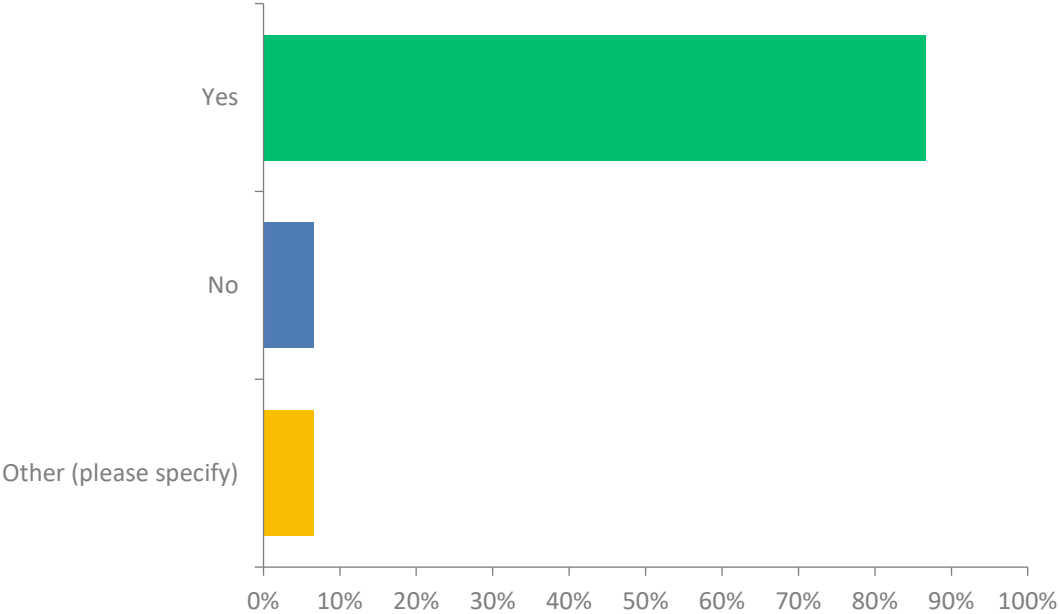
Q8: Is there a good flow of information in your Village department. Do you know what needs to be done and what's expected of you?

• Answered: 15 Skipped: 0

ANSWER CHOICES	RESPONSES	
Strongly agree	60.0%	9
Agree	40.0%	6
Neither agree nor disagree	0%	0
Disagree	0%	0
Strongly disagree	0%	0
Other (please specify)	0%	0
TOTAL		15

# Q9: Does the Village do a good Job of putting information out to ALL residents?

• Answered: 15 Skipped: 0



# Q9: Does the Village do a good Job of putting information out to ALL residents?








• Answered: 15 Skipped: 0

ANSWER CHOICES	RESPONSES	
Yes	86.67%	13
No	6.67%	1
Other (please specify)	6.67%	1
TOTAL		15

Showing 1 response

Sometimes

2/27/2023 09:23 AM

-  I like the small town, friendly, "same team" atmosphere.  
3/2/2023 12:54 PM [View respondent's answers](#) [Add tags▼](#)
-  I am very proud to work for the Village, even though I know that I can earn more money elsewhere, I am proud to be a member of our hard-working team. I am very happy with Boz (not trying to suck up) as the Village has lacked an aggressive approach on "change" for many years and his insight and utilization of TIF funds to rejuvenate our downtown is starting to have a positive effect on our community.  
3/1/2023 07:02 PM [View respondent's answers](#) [Add tags▼](#)
-  I enjoy working for the Village of Port Edwards. It's a nice little community.  
2/28/2023 11:29 AM [View respondent's answers](#) [Add tags▼](#)
-  I have worked for the village for thirty years and have no complaints.  
2/28/2023 11:25 AM [View respondent's answers](#) [Add tags▼](#)
-  Being employed by a large municipality prior to working here makes me appreciate a small town feel and personally getting to know the citizens as a care giver.  
2/27/2023 11:12 AM [View respondent's answers](#) [Add tags▼](#)
-  The Fire Department has the smallest operating budget of all the departments so why do they have to fundraise to backfill and no other department has to? I think it would be more sustainable due to their declining numbers to increase their budget 20-40k per year via published budget line items, stop the fundraising and run it as any other village department.  
2/24/2023 03:55 PM [View respondent's answers](#) [Add tags▼](#)
-  All Good on my part  
2/24/2023 03:42 PM [View respondent's answers](#) [Add tags▼](#)

# Village of Port Edwards

Raymond "BOZ" Bossert  
Administrator

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

Date: 1 March 2023 (Report Period 1-28 FEB 2023)

To: Village Board

Subject: Administrators REPORT, MARCH 2023

**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.)* No major issues for the Village. We continue supporting Winter activities in our Parks and Roads departments with no concerns and are continuing to support the response to Winter weather. Budget is being executed with NO issues.

## **Human Resources:**

1. The village has currently 6 police officers/ 18 firemen/ 3 general government/ 1 court officer/ 7 public works employees = 35 employees (This does not include the 55 Board & Commission/Committee members we pay) out of 90 authorized. **So, we are back to 64 filled positions of the 90 authorized (all part-time help has departed the Village)**
2. Our Village employee expenses to date have been approx. \$205,000 out of our total employee budget of \$1,600,000, for the year. We have a payroll execution rate of 13%, no issues. FYI---The Village Payroll is a total of 45% of the Overall Village 2023 Budget.

## **Public Works:**

1. The Dog park is open and we will monitor the use and any issue over the winter month. We plan to conduct a more formal ribbon cutting in April 2023.
2. We have received our Bids for our 1<sup>st</sup> street project for this year. This is mainly for planning and design work, estimates came in from \$22K thru \$48K. This will be paid thru the TIF account.

## **Safety and Security:**

1. Police- We have had 14 citations; 12 Traffic stops and 1 criminal/warrants and 5 ordinance violations these past 30 days. We responded to over 132 calls/events in the past 30 days. The Police are executing their budget.
2. Fire- Responded to 18 events (3x Fire calls and 15x 1<sup>st</sup> responder events). They conducted 2 drill and training events as well as 1 meetings. The Fire Department are executing their budget.



**Budget:**

1. Our Village budget is on track on execution. We have expended approx. \$950K so far this year, an 24% expenditure rate, we expected to have spent \$1.3M. No issues. Our revenue to date is \$1.6M approx. 76% of our expected revenue this year, no issues.
2. We conducted some initial discussions on the Village payroll in the FHR committee and this will continue. The Administrator is gathering data for a new Village Wage Study. The 2019 PAA audit is outdated at this time, however the Village has completed over 90% of those recommendations.

**General Government:**

1. NEPCO lake meeting will be scheduled for 22 MARCH 2023 to further discuss the lake district petition, weed machine donations and village issues with the Boundary agreement. Inspection of weed machine equipment at castle Rock on 28 MAR 2023.
2. We continue to renovate the 231/241/251 parcels and will be marketing them in the near future. We also have purchased 140 market avenue and have commenced work, we are adjusting the sales price for the parcel for Mission coffee, it will increase by \$25K or an option to increase rent by \$100 per month.
3. Need to set the date for the April Strategic meeting. Elections are 4 April 2023, the Board meeting (old Board members) is the 11<sup>th</sup>. The reorganization meeting is the 18<sup>th</sup> of April. Recommended dates (18 April- Tuesday, 19-21 April (Wednesday-Friday) or the 22<sup>nd</sup> of April (Saturday) Concept- weekday event 9-3pm. Meade Hotel setup cost \$1500 Administrator budget. The league would also like to open a session up to other league members; Invite list for us is Wood County Chairman, Neighboring Mayors Nekoosa, Rapids, Grand Rapids, Saratoga, Chamber of Commerce President, Key stakeholders in Port- bank, ERCO, school.
4. Village signs have been delivered and the Village crew is installing.
5. We have submitted a grant thru the Legacy organization for \$250K for village wide electric vehicle charging stations. Pending any approval, it will be in midsummer before we see any funding. However due to the large amount of requests it was denied until next year.
6. We have submitted downtown Vibrant spaces grant thru the WEDC for \$50K a 1-3 match. This will be incorporated with our pending TIF improvements for 2023.
7. Summary on Permits since JAN 1 2023-= Total 21
  - a. Building- 8, Electrical- 3, Plumbing/HVAC- 8, Excavation-1, Zoning-1

**HOLIDAY:**

1. Easter consolidated event will be 8 April from 1000-1200 at Edwards Alexander PARK and Ripple Creek.

**MAJOR Initiatives in the next 30-60 DAYS:**

1. Continue to work off PAA Audit corrective actions
2. DMI engagements
3. GRANT requests and preparations

VILLAGE OF PORT EDWARDS  
Raymond “BOZ” Bossert  
Administrator

C: Board members

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

C: File