

The agenda for this meeting was posted on the Municipal Building door, the entrance of the Police Department, Austin's Diner 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 **7:06** p.m. at the Marshall Buehler Center.

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

Absent: None

Also Present: D. Gau (Interim Administrator), G. Blum (Police & Fire Comm), P. Arendt and D. Tremmel

Citizens: None

Motion (Duncan/Saylor) to approve the minutes of the previous board meeting and the minutes of the December 18, 2019 Committee of the Whole meeting. Motion carried. All ayes.

Citizen Comments: None

President's Comments:

Motion (Zurfluh/Grunden) to appoint Steve Vechinski and Delno Stewart as regular members of the Zoning Board of Appeals. Motion carried. All ayes.

Motion (Zurfluh/Duncan) to appoint Lisa Miller as the alternate for the Zoning Board of Appeals. Motion carried. All ayes.

Airport Commission: Review of minutes.

President Zurfluh stated that he hopes to have Jeremy Sickler, Airport Manager, at next month's meeting to give an update.

Police and Fire Commission: Review of minutes.

Streets, Infrastructure, Recreation & Cemetery: Review of minutes.

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

Public Safety: Review of minutes.

Motion to have Village Attorney submit a letter to Adam Fischer stating that Adam will be personally liable, as property manager, for Scott Noble's properties. This motion was removed because Adam Fisher informed the Village that he has nothing to do with management of Scott Noble's properties.

Motion to approve the recommendation for Brandon Abbott to be the School Resource Officer with the Port Edwards School District as per Memorandum of Understanding with the School District. This motion was removed because it is not necessary to obtain Board approval – Chief Drew appointed Officer Abbott as School Resource Officer.

Motion (Grunden/Duncan) to approve Parking Ordinance #15 as presented (see attached). Motion carried. All ayes.

Note: The Ordinance number was incorrect and has been corrected to read Ordinance #17.

Finance and Human Resources:

Review of minutes.

Motion (Mitchell/Grunden) to approve payment of the bills. Motion carried. All ayes.

Motion (Mitchell/Grunden) to approve the journal entries of the previous month. Motion carried. All ayes.

Motion (Mitchell/Mancl) to approve the final Public Administration Associates' Organizational Audit with modifications made during the Committee of the Whole meeting. Motion carried. All ayes.

Motion (Mitchell/Duncan) to approve Public Administration Associates' proposal for interim administrator services by Duane Gau for three days a week. Motion carried. All ayes.

Motion (Mitchell/Duncan) to approve Public Administration Associates' proposal for Village Administrator recruitment services. Motion carried. 5 ayes; 2 no (Bingham, Saylor).

Motion (Mitchell/Grunden) to designate Clerk-Treasurer to be the official contact person representing the Village on the 2020 Wisconsin Rapids Group Complete Count Committee (CCC), and for her to be paid an hourly wage at time and a half if outside normal business hours. Motion carried. All ayes.

Plan Commission. Review of minutes.

Motion (Bingham/Grunden) to approve Ordinance #16 as presented (see attached). Motion carried. 6 ayes; 1 no (Grunden).

Note: The Ordinance number was incorrect and has been corrected to read Ordinance #18.

Unfinished Business: None.

New Business:

Motion (Zurfluh/Grunden) to approve WCCSM for Village properties to be sold to Bruener Timber Products. Motion carried. All ayes. Trustee Duncan suggested that when the sale proceeds are received, the money should be put into a separate fund designated for business development. This matter will be included on Finance & Human Resources' February meeting agenda.

Village Administrator Report: Mr. Gau stated that in the Organizational Audit, there are benchmarks to meet. He will be working on implementing the changes. He is currently working on the Village's building permit and inspection procedure. He also mentioned that he will be on vacation for two weeks.

Clerk/Treasurer Report:

Motion (Duncan/Manc) to award the full-time employees a \$50.00 Chamber gift certificate as a safety award for no workers compensation lost time claims in 2019 and 23 years without a lost time incident. Motion carried. All ayes.

Motion (Grunden/Duncan) to approve Length of Service Award (LOSA) payment for 2019 for qualifying firefighters in the amount of \$300.91 per firefighter and the annual corresponding maintenance fee of \$500.00 plus \$15 per firefighter, for a total of \$7,420.02. Motion carried. 6 ayes; 1 abstain (Saylor).

Fire Chief Report: None

Police Chief Report: None

Trustee comments: None

Motion (Bingham/Grunden) to adjourn at **7:44** p.m. Motion carried. All ayes.

Diane M. Tremmel
Village Clerk-Treasurer

The following Village bills were approved for payment:

Mid-State Technical College-Office – January tax settlement	41452.47
Port Edwards Schools-January tax settlement	485825.96
Wood County Treasurer-January tax settlement	238740.17
Ace Hardware-misc. expenses	689.39
Advanced Disposal-WR-M3 – monthly statement	9488.75
Alliant Energy-monthly statement	7103.16
Ben Martinson-reimb for blinds for police dept office	246.25
Brooks Tractor Inc-street machinery	971.42
Carquest Auto Parts-street machinery	24.60
Cintas-monthly statement	677.97
Commercial Testing Laboratory Inc-testing (wastewater)	928.10
Craig Kasten-boot allowance	139.45
Crane Engineering-maint. of wastewater equipment	3890.00
Diversified Benefit Services Inc-health insurance deductible reimb	383.68
Diversified Benefit Services Inc-health insurance deductible reimb	320.26
Fastenal Company-tools & supplies	124.86
GCS Software-2020 tax software	620.00

Glatfelter Specialty Benefits-annual contrib & admin fee (firefighters retirement)	7420.02
Heart of Wisconsin Chamber of Commerce-2020 membership dues	435.00
Insight FS-street machinery; small equipment	1635.21
James Leiser-health insurance unused sick leave reimb	249.00
Kim Holcomb-PettyCash – petty cash for misc postage	31.02
LaChapelle Kryshak & Nettesheim-monthly retainer	2000.00
League of Wis. Municipalities-2020 League dues	665.09
Lonn Radtke-health insurance unused sick leave reimb	96.04
Matthews Tire Center-police vehicle expenses	586.96
Municipal Property Insurance Company-2020 property insurance	17185.00
Napa Auto Parts/Nekoosa – misc. expenses	320.71
Nick Michels and Sons Inc-replace roof on medical arts building	15045.00
Port Edwards Post Office-postage stamps	235.00
Port Edwards Post Office-permit fee for 2020	235.00
Port Edwards Water Utility-clear utility bills added to tax statements	13507.61
Port Edwards Water Utility-10% penalty utility bills to tax bills	1350.80
Port Edwards Water Utility-quarterly bills	1946.99
Power Pac Inc-parks expense	261.90
Praxis Consulting-Quick Clerk 2020 (municipal court expense)	950.00
Public Administration Associates-consulting 12/16/19-1/3/20	2763.06
Sherwin Williams Co-municipal garage expense	712.69
Solarus-monthly statement	1273.99
Solarus-monthly statement (maint. of lift stations)	15.99
Spectrum Insurance-property insurance & worker’s comp insurance	59538.00
The Dirks Group LLC-January remote backup; Office 365	474.75
The Uniform Shoppe of Green Bay-police clothing expense	166.80
Town of Saratoga-2019 snow plowing	675.00
Tractor Supply Credit Plan-tools & supplies	43.33
Truck Equipment Inc-street machinery	1701.50
Uline-chairs & tables for meeting rooms in medical arts bldg.	2447.44
Vandewalle & Associates-monthly statement	929.00
Verizon Wireless-monthly statement	372.63
We Energies-monthly statement	2595.93
Wex Bank/Phillips-monthly statement	1107.66
Wis. Chiefs of Police Association-2020 dues	130.00
Wis. Municipal Clerks Association-2020 dues	65.00
Wisconsin Media-Notice of Spring Election	37.06
Wood County Fire Chief’s Association-2020 dues	100.00
Wood County Fire Chief’s Association-“I Am Responding” subscription	284.00
Wood County Highway Dept-roads & streets maintenance	963.00
Workhorse Software Services Inc-2020 support	3375.00
Zarnoth Brush Works-street machinery	1111.30
Zblewski Bros LLC-grinding brush from site (July 2019 storm)	1500.00
Heart of Wisconsin Chamber of Commerce-2019 safety awards/gift certificates	600.00
Aflac-monthly statement	695.88
American Welding & Gas Inc-fire equip replace & maint	153.63
Anderson O’Brien-TIF legal fees	540.00
Badgerland Flags & Flagpoles-flags	2539.00
Beaver of Wisconsin-tools & supplies	155.50
Concentra Health Services Inc-random drug test	60.00
Delta Dental of Wisconsin-monthly statement	1403.49
Diggers Hotline-maint of mains	56.00
Diversified Benefit Services-health insurance deductible reimb	1902.31
Diversified Benefit Services-annual renewal services; January health reimb	187.00
Eagle Construction Co Inc-medical arts building remodel	9835.00
Ferguson Enterprises LLC #1550-maint of pumping plant	93.95
Fey Printing-police misc.expenses	278.00

Hawkins Inc-maint of pumping plant	473.47
Jeffrey Solberg-work related safety gear	100.00
Marco Technologies LLC-monthly contract & copies	50.38
Mid-State Technical College-Heartsaver First Aid training	789.00
Mid-State Technical College-Office – PILT distribution	58.83
Nekoosa Corporation-parks	66.60
Nekoosa-Port Edwards State Bank-January direct deposit fee	50.00
North Central Chiefs of Police Association-2020 dues	25.00
Port Edwards Schools-PILT distribution	689.54
Principal Life Insurance Company-monthly premium	55.92
Public Administration Associates-balance for management audit report & mileage	2575.95
Public Administration Associates-consulting 1/6/2020-1/17/2020	3297.60
Scott Drew-conference expenses (meals)	26.25
Security Health Plan-monthly statement (2 months)	49534.68
South Wood County Human Society-October to December 2019 charges	301.83
Team Sporting Goods Inc-parks	771.55
The Dirks Group LLC-remote support	86.25
The Uniform Shoppe of Green Bay-police clothing	241.75
Tri-State Bobcat-new 2019 Bandit chipper	34084.75
Tricor Insurance-fire dept. policy annual premium	1108.19
Walmart Community/SYNCB-medical arts building; municipal building	35.52
Wausau Chemical Corporation-chemicals	2719.05
Wis. Dept. of Justice-TIME – police computer system	186.00
Wis. Municipal Court Clerks Assoc-2020 dues	45.00
Wis. Rural Water Association-registration for WRWA Annual Tech Conference	250.00
Wood County Highway Dept-rental of County chipper	190.70
Wood County Treasurer-PILT distribution	338.85

Wages & Salaries – January wages **54372.78**

The following Water Utility Bills were approved for payment:

Alliant Energy-monthly statement	2601.72
Badger Meter-Beacon services, backhaul fees, Readcenter serv. Jan-Jun	1038.96
Ferrellgas-power for pump	1614.26
Mailboxes & Parcel Depot-testing	21.76
Oshkosh Fire & Police Equipment Inc-maintenance of hydrants	103.00
WI State Lab. of Hygiene-testing	26.00

Building Permits:

Electrical Permits:

Plumbing Permits:

Excavation Permits: