

The Village Board meeting was set up as a conference call meeting according to Wisconsin Attorney General Release Coronavirus Disease 2910 (COVID-19) and Open Meetings. The number to call in: 715-423-6698; 5-digit conference ID: 02067.

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

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

Present: President Zurfluh, Trustees Bingham, Duncan (via telephone), Grunden, Mancl, Mitchell & Saylor

Absent: None

Also Present: S. Stewart (via telephone), P. Arendt, S. Drew, D. Gau-Interim Administrator and D. Tremmel (via telephone)

Citizens: D. Kasten (via telephone)

Motion (Duncan/Bingham) to approve the minutes of the previous board meeting, the April 14, 2020 Committee of the Whole meeting, the April 21, 2020 Reorganizational meeting and the April 28, 2020, May 5, 2020 and May 11, 2020 Committee of the Whole meetings. Motion carried. All ayes.

Citizen Comments: Doug Kasten requested that certain motions that came out of the Finance & Human Resources Committee meeting be read aloud, specifically the Public Works/Utilities Supervisor job description and terms of the salary adjustment for same.

President's Comments: President Zurfluh read correspondence received from Marshall Buehler expressing his appreciation for the Marshall Buehler Center dedication ceremony held on March 10th.

Airport Commission: Review of minutes.

Police and Fire Commission: Scott Stewart stated that the Commission's last meeting was held on May 1, 2020. Two police officer candidates were placed on the eligibility list. The list was presented to Chief Drew to select a full-time officer subject to pre-employment testing. When satisfactory tests are submitted to the Police and Fire Commission, the new officer will be appointed.

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

Motion (Mitchell/Bingham) to award low bid for 2020 alley projects to Gerke Excavating of Tomah, Wisconsin. Motion carried. All ayes.

Trustee Saylor pointed out that Gerke's bid was for \$122,232.81, with cost for the entire project to be \$173,431.29, which is well below the \$250,000.00 anticipated cost of the project.

Motion (Mitchell/Saylor) to approve restricting parking when Project 6950-04-02/72 & Project 6950-04-03/73, STH 73 & 54 are reconstructed by WisDOT in 2024. Motion carried. All ayes.

Motion (Mitchell/Mancl) to approve Resolution 2020-1 to accompany the Village application for several community projects for a Legacy Foundation grant in the amount of \$150,000.00. Motion carried. All ayes.

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

Motion (Duncan/Saylor) to amend Chapter 12 Licenses and Permits, 12.13 Business License, to delete reference to business registration fee and to approve the form associated with the business license. Motion carried. All ayes.

Public Safety: Review of minutes.

Motion (Grunden/Bingham) to approve Village to enter into an agreement with Lexipol to provide customized policy management update and training solutions for Police & Fire Departments. Motion carried. All ayes.

Motion (Grunden/Mancl) to approve policy to clarify when cancelled call (10-22) occurs and when an apparatus does not leave the station. Motion carried. 5-0; 2 abstain (Saylor & Zurfluh)

Before the vote, Trustee Bingham inquired as to whether Trustees Saylor and Mancl were required to abstain. Trustee Duncan and Duane Gau stated that they did not believe they were required to abstain.

The above motion is for a fire department policy, and it was clarified that there would be no pay for a cancelled call but the firefighter would receive credit toward retirement.

Motion (Grunden/Mitchell) to approve policy for monthly tire check inspections. Motion carried. All ayes.

The above motion is for a fire department policy.

Finance and Human Resources:

Review of minutes.

Motion (Duncan/Bingham) to approve payment of the bills and the journal entries of the previous month. Motion carried. All ayes.

Motion (Duncan/Bingham) to approve recruitment of Public Works Operator. Motion carried. All ayes.

Motion (Duncan/Grunden) to approve Administrative Support Coordinator/Clerk-Treasurer job description. Motion carried. All ayes.

Motion (Duncan/Mitchell) to approve Administrative Support Specialist/Deputy Clerk-Treasurer job description. Motion carried. All ayes.

Motion (Duncan/Mancl) to approve Court & Administrative Services job description. Motion carried. All ayes.

Motion (Duncan/Mitchell) to approve Public Works/Utilities Supervisor job description. Motion carried. All ayes.

The Public Works/Utilities Supervisor job description was read aloud by Duane Gau per the request of Doug Kasten.

Motion (Duncan/Bingham) to approve Salary Adjustment and Employment Agreement for Public Works/Utilities Supervisor job description. Motion carried. 5-0; 2 abstain (Saylor & Zurfluh)

Motion (Duncan/Mitchell) to go into closed session at 8:10 p.m. per Wis. Stats. §19.85(1)(c) to select final candidates for in person interview for Administrator position, and per Wis. Stats. §19.85(1)(g) “conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved,” regarding DMI. Motion carried. Roll call vote – All ayes.

Motion (Duncan/Grunden) to come out closed session at 8:37 p.m.

Unfinished Business: None.

New Business: None

Village Administrator Report: D. Gau stated that he has been very busy trying to catch up because of missed meetings due to the COVID-19 virus. He is working on the Market Avenue project, DMI and additional position salary adjustments.

Clerk/Treasurer Report: None

Trustee comments: None

Motion (Mitchell/Mancl) to adjourn at **8:40** p.m. Motion carried. All ayes.

Diane M. Tremmel
Village Clerk-Treasurer

The following Village bills were approved for payment:

Ace Hardware-misc. expenses	170.50
Advance Janitorial Services & Supply-monthly cleaning	179.85
Alliant Energy-monthly statement	6514.90
Amazon-tree & brush control	1001.70
Ana Ontiveros-refund shelter reservation-cancelled	150.00
Charles Lamb-unused sick leave health insurance reimb	523.30
Craig Kasten-boot allowance	210.89
Current Technologies-municipal building	117.00
Diversified Benefit Services Inc-health insurance deductible reimb	143.28
Diversified Benefit Services Inc-health insurance deductible reimb	973.32
Diversified Benefit Services Inc-health insurance deductible reimb	921.83
Diversified Benefit Services Inc-May health insurance reimb	96.50
Ferguson Enterprises LLC #1550-maint. of wastewater equipment	325.57
Goodwin Construction-refund error in calculation Permit B20-1	216.90
I-State Truck Center-street machinery	2501.44
LaChapelle Kryshak & Nettesheim-monthly retainer	1500.00
MSA Professional Services Inc-splash pad	727.23
Napa Auto Parts/Nekoosa-parks	39.46
Nekoosa Corporation-maint. of wastewater equipment	216.70
Port Edwards Post Office-postage stamps	165.00
Power Pac Inc-parks	57.15

Public Administration Associates-half recruitment of administrator	2786.75
Quill LLC-misc. expenses	134.94
Reinders Inc-parks	135.01
Scott Drew-reimb for police office supplies	88.86
Solarus-monthly statement	1570.17
Spring Green-parks	285.00
State of Wisconsin-April court report	521.04
The Dirks Group LLC-May backup; Office 365; computer for police dept	1357.00
Tiara Grunden-reimb for Zoom service	15.81
Town of Grand Rapids-half street light charge Sampson St light	80.85
USA Blue Book-maint of wastewater equipment; water utility supplies	141.44
USEMCO Inc-maint. of lift station	456.44
We Energies-monthly statement	845.40
Wex Bank/Phillips-monthly statement	648.19
Wis. Municipal Clerks Assoc-Board of Review training	15.00
Wood County Highway Dept-roads & streets maintenance	764.70
Wood County Treasurer-April jail assessment	190.00
Advanced Disposal-WR-M3 – monthly statement	9749.50
Aflac-monthly statement	434.68
Aspirus Riverview Hospital & Clinics Inc-police misc. expenses	56.00
Beaver of Wisconsin-tools & supplies	175.00
BGA LLC-June building inspection services	2000.00
Carquest Auto Parts-street machinery; maint. pumping plant	858.14
Casper Stump Tracking-tree & brush removal	650.00
Chemtrade Chemicals US LLC-wastewater chemicals	5287.16
Cintas-monthly statement	589.98
Commercial Testing Laboratory Inc-wastewater testing	912.75
Core & Main LP-maint. reservoirs & standpipes	1182.00
Crane Engineering-maint. of wastewater equipment	5018.65
Current Technologies-street lighting	351.00
Denny’s Repair-police vehicle expenses	281.96
Diversified Benefit Services-health insurance deductible reimb	359.94
Diversified Benefit Services-health insurance deductible reimb.	6.40
Energenecs Inc-maint. of wastewater equipment	300.07
Insight FS-street machinery; small equipment	1541.44
James Leiser-health insurance unused sick leave reimb.	249.00
Jewell Associates Engineers Inc-2020 alley reconstruction project	3965.51
Kim Holcomb-reimb. for cleaning/sanitizing supplies for municipal bldgs.	11.67
Libby Densch-refund for cancelled shelter reservation	150.00
Lonn Radtke-unused sick leave health insurance reimb.	285.38
Marco Technologies LLC-copier contract & copies	42.91
Martinson Trucking & Excavating LLC-road base	274.50
Municipal Well & Pump-maint. pumping plant – Well 4	21408.00
Nekoosa Corporation-maint. of wastewater equipment	7.40
Nekoosa-Port Edwards State Bank- deposit slips order	59.83
Nekoosa-Port Edwards State Bank-May direct deposit fee	50.00
Nieman’s Service Inc-street machinery	450.00
Principal Life Insurance Company-June premium	51.26
Public Administration Associates-5/4/20-5/15/20 consulting services	6096.80
Public Administration Associates-4/20/20-5/1/20 consulting services	4187.60
Quill LLC-misc. expenses	175.92
Raymond Bossert Jr-expenses for May 19 th interview	650.00
Security Health Plan-monthly statement	22512.59
Solarus-monthly statement (maint. of lift stations)	10.99
Superior Chemical Corp-weed control; tools & supplies	1190.36
The Dirks Group LLC-remote support	431.25
The Uniform Shoppe of Green Bay-police clothing	60.95
USA Blue Book-maint. of pumping plant	326.93

Verizon Wireless-monthly statement	342.63
Wausau Chemical Corporation-chemicals (water utility)	2584.15
Wis. Dept. of Natural Resources/Environmental-2020 environmental fees	1896.47
Wis. Valley Building Products-tools & supplies	33.90
Wisconsin Media-election notices	64.29

Wages & Salaries – May wages **52271.72**

The following Water Utility Bills were approved for payment:

Alliant Energy-monthly statement	2145.31
Badger Meter-April Beacon services	204.96
Ferrellgas-power for pump	1169.68
Mailboxes & Parcel Depot-testing	21.59
WI State Lab. of Hygiene-testing	26.00

Building Permits:

- Nu-Temp (Paul Link)/Voss-garden shed
- Lee Tremmel-fence
- Skibba Construction LLC/Flugaur-remodel deck
- Lori Petersen-fence
- Anthony White-replace front porch
- Brian Hoffmann-shed
- William Doucette-shed

Electrical Permits:

- E-Con Electric Inc/Lohberger-overhead to underground conversion
- E-Con Electric Inc/Witt-overhead to underground conversion
- E-Con Electric Inc/Gasch-overhead to underground conversion
- E-Con Electric Inc/Tometczak-overhead to underground conversion
- E-Con Electric Inc/McTavish-overhead to underground conversion & service upgrade
- E-Con Electric Inc/Grode-overhead to underground conversion
- E-Con Electric Inc/Eby-overhead to underground conversion
- E-Con Electric Inc/Lobner-overhead to underground conversion
- E-Con Electric Inc/Casey-overhead to underground conversion
- E-Con Electric Inc/Blum-overhead to underground conversion & service upgrade
- E-Con Electric Inc/Schudy-overhead to underground conversion
- Current Technologies/Winters-overhead to underground conversion
- Current Technologies/Stewart-overhead to underground conversion
- Current Technologies/Uphoff-overhead to underground conversion
- Boehm Electric LLC/Knuth-underground service feed upgrade
- Boehm Electric LLC/Benesh-underground service feed upgrade
- Boehm Electric LLC/Lacasse-underground service feed upgrade
- Boehm Electric LLC/Cook-underground service feed upgrade
- Boehm Electric LLC/Kasten-underground service feed upgrade
- Boehm Electric LLC/Johnson-underground service feed upgrade
- Current Technologies/Callahan-overhead to underground conversion
- All Electric LLC/Burley-overhead to underground conversion
- Brody’s Electric/Cantin-overhead to underground conversion
- Brody’s Electric/Henke-overhead to underground conversion
- Current Technologies/Harris-overhead to underground conversion

Plumbing Permits:

Excavation Permits:

- Intercon-install new gas service (110/120 Market Ave)