

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

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

A special recognition ceremony in honor of Trustee Bingham was held before the meeting. A US flag was presented to his wife.

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

**Present:** President Zurfluh, Trustees Duncan (via ZOOM), Grunden, Mancl (via ZOOM), Mitchell & Saylor

**Absent:** None

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

**Citizens:** Officer Josiah Mertes

**Motion** (Duncan/Mitchell) to approve the Consent Agenda (meeting minutes from November 30, 2021 Board meeting and to approve monthly bills and the journal entries for the previous month). Motion carried. All ayes.

**Public Comment:** None

**President's Report:** President Zurfluh announced that he appointed Andrea Weiland to fill the vacant position on the Police and Fire Commission. In favor - All ayes; Opposed – None.

Chief Drew presented Officer Josiah Mertes with a letter of recognition for his investigative techniques and hard work in dealing with a sensitive Village child abuse case.

Due to the unexpected passing of Trustee Bingham, a discussion was held regarding the possible appointment of a trustee for the remainder of the term ending this April. It was determined that the position should be left vacant until filled by the April 5<sup>th</sup> Spring Election.

President Zurfluh informed the Board of the updated committee assignment roster.

**Airport Commission:** Review of minutes.

**Police and Fire Commission:** No minutes.

**Public Works:** Review of minutes.

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

There will be discussion at the next meeting regarding the planting of a memorial tree for Trustee Bingham.

**Public Safety:** Review of minutes.

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

Motion (Saylor/Grunden) to award the full-time employees a \$50 Chamber gift certificate as a safety award for only one lost time incident in the past 25 years. Motion carried. All ayes.

Motion (Mitchell/Duncan) to approve Length of Service Award (LOSA) payment for 2021 qualifying firefighters in the amount of \$300.91 per firefighter and the annual corresponding maintenance fee of \$800 plus \$20 per firefighter, for a total of \$5,934.56. (This will impact 16 firefighters.) Motion carried. 5 ayes; 1 abstain (Saylor)

Motion (Saylor/Duncan) to approve the property insurance adjustment to include sewer coverage for the Village at an annual cost of approximately \$3117.00. Motion carried. All ayes.

Motion (Saylor/Mancl) to approve Resolution #2022-01 declaring a disaster in the Village in order to submit for State emergency funding reimbursement for the over \$30,000 in Village damages. Motion carried. All ayes.

(The costs incurred were the result of damages from high winds on December 15-16, 2021.)

Administrator Bossert stated that the costs incurred are closer to \$15,000.

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

Motion (Duncan/Mitchell) to approve the establishment of a GoGov community alert and notification account for the Village. Motion carried. All ayes.

This will be funded through the Village IT budget and assessed in 12 months for continuation.

Motion (Duncan/Mitchell) to approve adjustments to Chapter 14 of the Village ordinances, focused on separating the building code from the Wisconsin Rapids Code and clearly identifying the penalties if a code is violated. Motion carried. All ayes.

Motion (Duncan/Mitchell) to approve adjustments to Chapter 1 of the Village General Government Ordinance concerning commission appointments. Motion carried. All ayes.

**Unfinished Business:** None

**New Business:**

Motion (Duncan/Saylor) to approve certified survey map for property in the Town of Port Edwards, administrative action with no impact to the Village. Property owner is Robert Green. Property is in Section 33, Township 22 North, Range 5 East, subdividing a parcel into four lots. Motion carried. All ayes.

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

**Clerk-Treasurer Report:** None

**Communications:** None

**Trustee comments:** Trustee Duncan stated that he is on ZOOM because of multiple Covid cases in his office. He asked that everyone be careful.

Meeting adjourned at **7:40** p.m.

Diane M. Tremmel, Village Clerk-Treasurer

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

Mid-State Technical College-Office – January tax settlement	39222.03
Port Edwards Schools-January tax settlement	431315.22
Wood County Treasurer-January Tax Settlement	242707.10
Abts Law LLC-monthly retainer (January)	1000.00
Ace Hardware-misc expenses	433.63
Advance Janitorial Service & Supply-monthly statement	208.50
Alliant Energy-monthly statement	6047.79
American Welding & Gas Inc-fire equip replace & maint	37.33
Applied Industrial Technologies-street machinery	162.69
Ben Martinson-work related safety gear (2021)	100.00
BGA LLC-January building inspection services	2000.00
Cintas Corporation-monthly statement	881.92
Commercial Testing Laboratory Inc-testing (wastewater)	871.00
Crescent Electric Supply Co-maint of wastewater equipment	285.96
Diversified Benefit Services Inc-Jan health reimb arrang & annual fee	200.53
Diversified Benefit Services Inc-health insurance deductible reimb	1064.95
Diversified Benefit Services Inc-health insurance deductible reimb	771.99
DWD-UI/Madison-unemployment	3.06
Glatfelter Specialty Benefits-annual contribution & admin fee	5934.56
Heart of Wisconsin Chamber of Commerce-2022 membership dues	435.00
Heart of Wisconsin Chamber of Commerce-employee safety awards	650.00
Insight FS-street machinery; small equipment; fuel for pumps	3950.42
League of Wis Municipalities-2022 League dues	746.87
Lonn Radtke-unused sick leave health insurance reimb	290.26
Mid-State Truck Service-street machinery	2408.21

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Municipal Property Insurance Company-property insurance	22682.00
Napa Auto Parts/Nekoosa-street machinery	120.75
North Central Chiefs of Police Association-2022 dues	25.00
Northway Communications Inc-siren expenses	1218.00
Port Edwards Water Utility-quarterly bills	1959.55
Port Edwards Water Utility-clear utility bills added to tax statement	5826.33
Port Edwards Water Utility-10% penalty to tax bills	582.70
Postmaster/US Postal Service-postage stamps	116.00
Praxis Consulting-municipal clerk exp (Quick Clerk Maint 2022)	950.00
Rapids Sign Inc-Saratoga trail signs	1420.00
Security Health Plan-monthly statement	48293.88
Solarus-monthly statement	1261.63
Spectrum Insurance Group-LWMMI renewal & workers comp renewal	54778.00
Spring Green-cemetery & splash pad prepay 2022	3612.20
State of Wisconsin-December court report	305.15
Superior Chemical Corp-shelter house	101.90
The Dirks Group LLC-Office 365 – 1 mo; rapid recovery	483.00
The Dirks Group LLC-2021 annual cloud services	1423.32
Tractor Supply Credit Plan-holiday decorations exp	69.90
Tri-City Services-maint of wastewater equipment	613.11
Wis Chiefs of Police Association-2022 dues	150.00
Wis Municipal Clerks Association-2022 dues	65.00
Wis Municipal Court Clerks Association-2022 dues	45.00
Wisconsin Cartridge Corp-police range/weapons	1500.00
Wood County Fire Chiefs Association-2022 dues	100.00
Wood County Fire Chiefs Association-2022 “I Am Responding” subscription	260.00
Wood County Treasurer-December jail assessment	338.80
Workhorse Software Services Inc-annual support	3750.00
Advanced Disposal-WR-M3 – monthly statement	10010.25
Amazon-tools & supplies	254.68
Anderson O’Brien-legal fees (TIF)	160.00
Applied Industrial Technologies-street machinery	106.17
BGA LLC-February building inspection expense	2000.00
Carquest Auto Parts-street machinery	81.36
Charles Lamb-unused sick leave health insurance reimbursement	1236.13
ComfortAire Heating Cooling & Plumbing-maint pumping plant	249.25
Diversified Benefit Services Inc-health insurance deductible reimbursement	550.40
Diversified Benefit Services Inc-health insurance deductible reimbursement	63.04
GCS Software Inc-tax software for 2022	682.50
Grainger Inc-fire station	178.45
H&H Industries Inc-municipal garage	795.00
James Leiser-unused sick leave health insurance reimbursement	185.23
Kristi Bossert-reimbursement for safety patrol party	74.29
Marco Technologies LLC-copier contract and usage	57.28
Mid-State Technical College-Heartsaver First Aid training	800.00
Mid-State Technical College-Office – PILT distribution	60.16
Nekoosa Port Edwards State Bank-January direct deposit fee	50.00
Phillips 66/Amoco-monthly statement	1388.47
Port Edwards Schools-PILT distribution	661.57
Premier Printing-police decals	780.03
Principal Life Insurance Company-monthly premium	60.58
Quest LLC-design work for 3 <sup>rd</sup> St project (TIF)	540.60
The Uniform Shoppe of Green Bay-police clothing	1621.85
Town of Saratoga-2021 snow plowing	400.00
Tricor Insurance-fire dept policy	1108.19
Truck Equipment Inc-street machinery	588.09
Verizon Wireless-monthly statement	429.55
We Energies-monthly statement	3339.19

Wis Dept of Administration/Milw-monthly web site hosting	65.00
Wis Dept of Justice-TIME – police computer system (1/1-3/31/22)	218.25
Wood County Treasurer-PILT distribution	372.28

**Wages & Salaries – January wages** **64607.84**

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

Alliant Energy-monthly statement	2625.12
Badger Meter Inc-backhaul comm fees Jan-March 2022	54.00
Mailboxes & Parcel Depot-testing	24.64
WI State Lab of Hygiene-testing	26.00

**Building Permits:**

Better Built Homes/Page Clark-new home (rebuild)

**Electrical & HVAC Permits:**

- Current Technologies/Page Clark-new home (rebuild)
- Comfort Operations/Page Clark-new home (rebuild)
- Tri-City Services/Emily Scheidegger-furnace replacement
- Brandon Olson/Scott Reaves-roof mounted solar installation

**Plumbing Permits:**

James Eron/Page Clark-new home (rebuild)

**Excavation Permits:**