

The Village Board meeting was held at the Marshall Buehler Center and also set up as a conference call meeting and Zoom meeting.

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 Mancl at 7:00 p.m.

**Present:** President Mancl, Trustees Grunden, McGregor, Moore, Saylor & Zurfluh

**Absent:** Trustee Radtke (excused)

**Also Present:** J. Worden, S. Drew, S. Stewart (ZOOM), D. Gau (ZOOM), D. Tremmel

**Citizens:** Cary Smith, Tom Bartlett, Don Kitowski, Jim Anderson, Lee Fletcher, Matt Fletcher, Del Stewart, Paul Tranel, Tammi Evans (First Weber), Heather Westlund, Eric Hummel (ZOOM), Rick Hess (ZOOM)

Motion (Grunden/McGregor) to approve the Consent Agenda (meeting minutes from December 5, 2023 Board Meeting and to approve monthly bills and the journal entries for the previous month). Motion carried. All ayes.

**Public Comment:** Tom Bartlett would like the Board to hold off on approving the bylaws until the firefighters have an opportunity to approve them. He also asked the Board to support the Fire Chief and fire department and not hold them back.

Don Kitowski stated that he is resigning from the fire department. He stated that he hopes the Board recognizes the Fire Chief's hard work.

Jim Anderson acknowledged that the Police & Fire Commission reviewed the bylaws, but he feels the fire department should get a chance to vote on them. He also questioned why the bylaws were set up for the Village President's signature only and felt they should be signed by the Fire Chief, Secretary, Village President and Village Clerk. He also feels it is imperative for the promotions to be completed quickly so Chief Worden has some help with Lexipol. He stated that it should be the Chief's decision to determine who should be promoted, and he should not have to go to the Village Administrator for approval of everything he does.

Lee Fletcher was wondering if the \$7,000 donation from the Firefighter's Athletic Association was going to be returned. Clerk Tremmel stated the check will be ready after approval of the Board at tonight's meeting.

Matt Fletcher was concerned that the Assistant Chief position has not been filled yet and stated that you need to have rank at the scene of a fire.

Chief Worden stated that he needs people in the proper places. Now that Don Kitowski retired, he will be without a fire inspector and will need to do that himself.

Jim Anderson pointed out all the things the Chief needs to do and that he does need help. He pointed out that other municipalities have a full-time chief.

Tammi Evans from First Weber talked about the property at 1040 2<sup>nd</sup> Street. She stated that the owner was not able to list the property until last July and has received one offer well below the asking price. She feels the garage adds value to the lot and without the garage it would be more difficult to sell.

**President's Report:** Motion (Zurfluh/Saylor) to approve the Fire Contracts with Town of Port Edwards, Town of Seneca and Town of Cranmoor. Motion carried. All ayes.

**Airport Commission:** Review of minutes.

**Police and Fire Commission:** None.

**Nepco Lake District Update:** None.

**Public Works:** Review of minutes.

**Public Safety:** Review of minutes.

Motion (Grunden/McGregor) to approve the proposed Fire Department Bylaws. Motion carried 4-2 (No – Moore, Saylor). Before the vote, Trustee Saylor requested an extra month to allow the fire department to review. President Mancl thanked the Ad Hoc Committee for their work on the bylaws and agreed that the additional signatures noted by Jim Anderson should be added.

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

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

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

Motion (Zurfluh/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 27 years. This is a budgeted item - \$600. Motion carried. All ayes.

Motion (Zurfluh/Grunden) to approve Length of Service Award (LOSA) payment for 2023 qualifying firefighters in the amount of \$300.91 per firefighter and the annual corresponding maintenance fee of \$1,060.00, for a total of \$4,971.83. (This will impact 13 firefighters.) This is a budgeted line item. Motion carried 4-0 (Abstain-Mancl, Saylor).

Motion (Grunden/McGregor) to approve the new Fire Department job descriptions as recommended by the Police & Fire Commission. Motion carried. All ayes.

Motion (McGregor/Grunden) to approve "Village of Port Edwards 2024 Salaries and Hourly Wages." Motion carried. All ayes. This is an attachment to the Labor Policy which gets updated each year.

**Unfinished Business:** Trustee Saylor stated he had an issue with people turning off their camera when attending by Zoom and with the trustees being on their cellphones during a meeting. He also felt disrespect was shown to the citizens when they were speaking and they should be given everyone's full attention. He also felt there was some unfairness regarding following the grievance process and questioned the excessive cost of an attorney regarding a complaint.

Trustee Grunden stated that trustees should not be making statements regarding personal issues, (out of context) when the Board cannot discuss in open meeting. Money spent was for an employment attorney at the recommendation of the Village Attorney and Board to protect the Village from liability and lawsuits. The conclusion was procedures need to be created for employment and promotion practices in the fire department to avoid liability.

President Mancl agreed that everyone should give the person speaking the full attention they deserve. There are also a lot of sideline conversations occurring during the meetings. She also noted that she does take notes when people are speaking so therefore is looking down to do so. She also pointed out that people, including herself, have offered to help out the fire department with various matters and is not sure what else is expected. Everyone needs to keep personal issues separate from Village business and do whatever they can to keep the Village moving forward.

**New Business:** None

**Village Administrator Report:** Administrator Gau stated that the Village has received the go ahead on a grant process for the turnout gear, which is due by the end of this month.

**Clerk-Treasurer Report:** None

**Communications:** None

**Trustee comments:** None

Meeting adjourned at 8:26 p.m.

Minutes taken by Diane M Tremmel, Village Clerk-Treasurer

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

Mid-State Technical College-Office – January settlement	39716.45
Port Edwards Schools-January settlement	466731.26
Wood County Treasurer-January settlement	271214.10
Abts Grubofski & Vruwink LLC-legal fees retainer	1000.00
Ace Hardware-tools & supplies	129.99
Advance Janitorial Service & Supply-monthly statement	218.93
Ag Source Coop Services-monthly statement (wastewater testing)	744.00
Alliant Energy-monthly statements	3591.83
Alora Shay-refundable shelter deposit	25.00
American Welding & Gas Inc-fire health & welfare	39.52
Amoco-monthly statement	913.96

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BGA LLC-monthly building inspection services	2000.00
Cintas Corp-monthly statement	372.03
City of Wisconsin Rapids-half of yearly ambulance services	21700.00
Connor Tiggerus-refund for tax overpayment	40.61
Diversified Benefit Services Inc-health insurance deductible reimbursement	240.32
Diversified Benefit Services Inc-health insurance deductible reimbursement	108.54
Duane Gau Municipal Services-administrator services	2062.50
Gary & Ruth Larsen-refund for tax overpayment	15.98
Heart of Wisconsin Chamber of Commerce-annual membership dues	435.00
Heart of Wisconsin Chamber of Commerce-safety awards/gift certificates	600.00
Heather Sairs-refundable shelter deposit	25.00
Karen Thiel-election training	26.00
League of Wis. Municipalities-annual dues	886.04
Lexipol LLC-grant writing services	2500.00
Lonn Radtke-unused sick leave health insurance reimbursement	295.48
Municipal Property Insurance Company-annual premium	27290.00
Napa Auto Parts/Nekoosa-street machinery	32.97
North Central Chiefs of Police Association-annual dues	25.00
Patrick & Lisa LaBarge-refund for tax overpayment	2583.47
Port Edwards Firefighters Athletic Association-return of donation to FD	7000.00
Port Edwards Water Utility-quarterly bills	2369.07
Port Edwards Water Utility-10% penalty to tax bills	137.39
Port Edwards Water Utility-clear utility bills added to tax bills	1373.64
Praxis Consulting-court clerk annual maintenance	1100.00
Solarus-monthly statement	1260.84
Sonia Hanneman-refundable shelter deposit	25.00
Spectrum Insurance Group LLC-annual premium	65292.00
State of Wisconsin-December court report	51.60
Tractor Supply Credit Plan-tools & supplies	82.91
Vandewalle & Associates-monthly statement	2647.50
VFIS/Glatfelter Specialty Benefits-firefighters service award annual payment	4971.83
Wis. Chiefs of Police Association-annual dues	150.00
Wis. Dept. of Administration/Milw-web site hosting (2 mos)	130.00
Wis Municipal Clerks Assoc-annual membership dues	65.00
Wis. Municipal Court Clerks Assoc-annual dues	45.00
Wisconsin Police Leadership Foundation-conference registration (Drew)	275.00
Wood County IT Dept-support, Veeam renewal; Watchguard; Printer for PD	2857.61
Wood County Fire Chief's Assoc-annual dues; IAR subscription	363.00
Wood County Treasurer-December jail assessment	20.00
Workhorse Software Services Inc-annual support	4050.00
Abts Grubofski & Vruwink LLC-4 <sup>th</sup> quarter additional legal fees	2890.00
Aflac-monthly statement	217.78
Airgas USA LLC-tools & supplies	169.87
Alliant Energy-additional monthly statements	3141.79
Amazon-tools & supplies	668.38
BGA LLC-February building inspection expense	2000.00
Complete Office of Wisconsin-misc office supplies	383.45
Core & Main LP-maintenance of mains	1036.99
Current Technologies-maintenance of pumping plant	125.00
Delta Dental of Wisconsin-monthly statement	1483.22
Diggers Hotline Inc-maintenance of mains	75.20
Diversified Benefit Services-health insurance deductible reimbursement	864.65
Diversified Benefit Services-January health reimbursement	216.26
Insight FS-small equipment	90.05
Lori & Friends Catering LLC-45 steak dinners for January fire dept meeting	854.55
Marco Technologies LLC-copier monthly contract	41.77
Mark Brandt-work related safety gear	100.00
Matthew Passineau-tax overpayment refund	97.08

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Mid-State Technical College Office-PILT distribution	51.19
Nekoosa Port Edwards State Bank-January direct deposit fee	50.00
Port Edwards Schools-PILT distribution	601.47
Principal Life Insurance Company-monthly premium	55.80
Quest LLC-roads & streets c.o. (TIF)	964.50
Quill LLC-misc office supplies	103.44
Security Health Plan-monthly statement (2 months)	59899.20
Superior Chemical LLC-parks	58.73
USA Blue Book-maintenance of pumping plant	1670.70
Vandewalle & Associates-monthly statement	1722.50
Verizon Wireless-monthly statement	386.90
We Energies-monthly statement	2265.47
WM Corporate Services Inc-monthly statement	10873.01
Wood County Treasurer-PILT distribution	349.51
Wyatt Kaehn-tax overpayment refund	1523.19
Airgas USA LLC-tools & supplies	129.86
Brooks Tractor Inc-street machinery	474.74
Current Technologies-maint of wastewater equipment	174.67
Diversified Benefit Services Inc-health insurance deductible reimbursement	6.81
Diversified Benefit Services Inc-health insurance deductible reimbursement	1271.92
Doorworks Incorporated-municipal garage	1014.50
H&H Industries Inc-tools & supplies	142.45
James Leiser-unused sick leave health insurance reimbursement	183.08
Nassco Inc-misc shop/office supplies	1278.86
The Dirks Group LLC-Microsoft 365 (January)	36.30
USA Blue Book-chemicals for water utility	2796.15
Western Wis. Waterworks Professionals-meeting fees (2)	50.00
Wis. Dept. of Administration/Milw-monthly web site hosting	65.00
Wis. Municipal Judges Assoc-2024 dues	100.00

**Wages & Salaries – January wages****65952.80****The following Water Utility Bills were approved for payment:**

Ag Source Coop Services-water utility testing	131.00
Alliant Energy-monthly statement	2462.51
Badger Meter Inc-December cell service; Beacon host	17.06
David Gibbs-refund from overpayment of utility bill	178.63
Mailboxes & Parcel Depot-testing	14.39
Precision Grading & Utilities Inc-replace valve-water main break	2191.00
WI State Lab of Hygiene-testing	28.00

**Building Permits:****Electrical Permits & HVAC Permits:**

Current Technologies Inc/Dave &amp; Janine Osterbrink-electrical service upgrade from 100 amp to 200 amp

**Plumbing Permits:**

Tri-City Services/Carol Dean-furnace replacement

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