

**MUNICIPAL BUILDING  
VILLAGE OF ELK MOUND**

**September 28, 2016  
Vol. 16, Page 1423**

The September 28, 2016 meeting of the Board of Trustees for the Village of Elk Mound was called to order by Andy Peterson, Village President at 7:00 p.m. in the Municipal Building.

Patricia Hahn, Clerk-Treasurer, verified that proper notice of the meeting had been posted.

Roll call showed Tom Gilbert, Greg Kipp, Rebecca Livingston, Andy Peterson, Tony Schrantz and Terry Stamm present. Brenda Carpenter absent.

**APPROVAL OF MINUTES**

Peterson/Kipp moved and seconded a motion to approve the Minutes of August 24 and September 7, 2016 as presented. Motion carried.

**PUBLIC APPEARANCE:**

There were no public appearances.

**CITIZEN'S FORUM – (PUBLIC INPUT)**

There was no Public Input.

**APPROVAL OF GENERAL FUND AND WATER/SEWER UTILITY JOINT VOUCHERS**

Peterson/Kipp moved and seconded a motion to approve the payroll direct deposit numbering V1640-V1662 for a total of \$14,697.16 and Combined Checks 28594- 28646 for a total of \$20,459.76. Motion carried.

**APPROVAL OF TID VOUCHERS**

There were no TID vouchers.

**PERMITS – BUILDING; WATER/SEWER APPLICATIONS FOR SERVICE/TAP PERMITS**

Building permits were issued to:  
Kevin Giese, 309 Moundsview Court: Retaining Wall;  
Eric Knutson, W116 Menomonie Street; Window & Wall Replacement;  
Big Dog Investments- Patrick Rebman, W300 Menomonie Street: Reroof, Drywall Replacement, Remove Chimney.

**REPORTS BY OFFICIALS:**

**Water/Sewer Report**

The Water/Sewer Report was presented by Mark Levra, Director of Public Works. The report is on file in the Public Works office.

In addition, Mark reported that the Lift Station #2 has been having alarm issues involving a switch (float) failure. He is looking into this and trying to correct the issue at minimum cost.

The Effluent Sampler at the WWTP is acting up. Mark has taken it apart today and cleaned it thoroughly. This sample is over 20 years old and has served its purpose. A new sample costs approximately \$6500.00. He is currently trying to get a loaner from WRWA and looking into other possible repairs that would be less costly than replacement.

Well #1 Meter was sent in for repairs (at a cost not to exceed \$300.00). Upon cleaning and calibrating Midwest Metering Solutions have found the meter to be manufactured in 1968 and no parts are available. The meter was cleaned and repaired the best as possible. It is currently back in place and operating. If this meter needs to be replaced the cost would be \$1800.00.

**Director of Public Work's Report**

The Director of Public Work's Report was presented by Mark Levra, Director of Public Works. The report is on file in the Public Works office.

In addition, Mark reported that the applications for the Public Works hiring process have been narrowed down to four. He, the Employee Relations Committee, and Patricia Hahn will be interviewing on October 3, 2016. Mark's proposal to the Committee will be to hire two employees from this list. One to start as soon as possible, and the other to start January 1, 2017. This will allow the Public Works Department to utilize Len as a training tool before his retirement. Mark will also be proposing a starting wage of \$16 per hour until training is complete or dependent on existing credentials. Fifty

cents per hour can be added for each pertinent credential such as CDL, Water Certificate, and Wastewater Certificate. All other benefits are to be according to the Employee Handbook.

#### **POLICE CHIEFS REPORT**

The CAD Incident Report from Dunn County was presented.

#### **Report from Fire Board Representative**

Greg Kipp Fire Board Representative reported:

- 1) There were three runs.
- 2) They received bids on a new roof. It will cost between \$40 and \$50 Thousand to replace.
- 3) "I Am Responding" system is now up and running.
- 4) They are having trouble getting people to join the Department. They would like the Village to place a note in the newsletter to recruit new members.

#### **Report from Dunn County Solid Waste Recycling Board Representative**

Terry Stamm, Representative reported that the Dunn County Solid Waste Recycling Board has not yet met.

#### **Report on Colfax Rescue 2016 Annual Meeting**

Terry Stamm Representative to the Colfax Rescue reported that the meeting was held August 23, 2016.

The following was discussed:

- 1) Discussed "I'm Responding Program" Television for Program Donated by Walmart
- 2) Reviewed 10- Year Plan
- 3) Reviewed Budgets 2016/2017
- 4) Discussed Current Staffing Situation
- 5) Discussed Address Numbers on Buildings to be as Visible and Reflective as Possible
- 6) Proposed 2017 per Capita Bill Coming to the Village of Elk Mound in the Amount of \$14,100.24
- 7) Future Possible Purchase of Vehicle Exhaust System for Colfax Rescue Building
- 8) Collection of Bills for Providing Services

#### **Standing Committee Reports:**

##### **Public Works & Streets**

Terry Stamm reported that the Public Works & Street's Committee will be meeting September 26 on the 2017 Budget.

##### **Public Safety**

Tom Gilbert reported that the Public Safety Committee will be meeting September 26 on the 2017 Budget.

##### **Property & Finance**

Terry Stamm reported that the Property and Finance Committee will be meeting September 28 on the 2017 Budget.

##### **Employee Relations**

The Employee Relations Committee will be meeting October 5 on the 2017 Clerks Office and Public Works negotiations.

##### **Special Committee Reports**

###### **Plan Commission**

Andy Peterson reported that the Plan Commission did not meet.

#### **COMMUNICATIONS & MISCELLANIOUS BUSINESS AS PERMITTED BY LAW**

There were no Communications & Miscellaneous Business as permitted by law.

##### **Unfinished Business**

There was no Unfinished Business.

##### **New Business**

###### **Approval of Operator License's**

Gilbert/Stamm moved and seconded a motion to approve an Operator License for Sara Meyer. Motion carried.

###### **Lease Agreement with Margaret and Steve Dieter (Ice Rink Property)**

Peterson/Livingston moved and seconded a motion to approve the Lease Agreement with Margaret and Steve Dieter for the Ice Rink Property as presented. Motion carried.

Peterson/Livingston moved and seconded a motion to Convene in Closed Session per 19.85(1)(e) and (f) Wis. Stats., to consider employment, and performance evaluation Data of a Public Employee and for preliminary consideration of specific personnel problems which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. Roll Call vote: Carpenter: Absent; Gilbert: yes; Kipp: yes;

Livingston: yes; Peterson: yes; Schrantz: yes; Stamm:  
yes.

Gilbert/Peterson moved and seconded a motion to  
convene to open session. Motion carried.

There was not action taken in Closed Session. The  
Employee Relations and Public Safety Committees will  
be meeting in October to discuss whether or not the  
Village could afford hiring a new full-time chief with a  
budget deadline of early November.

**Adjourn**

Gilbert/Peterson moved and seconded a motion to  
adjourn the meeting. Motion carried.

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Patricia Hahn  
Clerk/Treasurer, WCMC, CMC, CMTW