

**MUNICIPAL BUILDING  
VILLAGE OF ELK MOUND**

**October 12, 2016  
Vol. 16, Page 1426**

The October 12, 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 and Tony Schrantz absent.

**APPROVAL OF MINUTES**

Peterson/Kipp moved and seconded a motion to approve the Minutes of September 7 and September 28, 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**

Stamm/Livingston moved and seconded a motion to approve the payroll direct deposit numbering V1663-V1668 for a total of \$5,011.74 and Combined Checks 28647- 28683 for a total of \$75,335.08. 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:  
Big Dog Investments, Patrick Rebman, W300 Menomonie St.: Remodel Bath & Kitchen; James Comstock, N209 Holly Avenue: Reroof, Siding Repair

**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.

**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.

**POLICE CHIEFS REPORT**

The CAD Incident Report from Dunn County was presented.

**Report from Fire Board Representative**

No one was able to attend the Fire Board Meeting as it is tonight.

**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.

**Standing Committee Reports:  
Public Works & Streets**

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

**Public Safety**

Tom Gilbert reported that the Public Safety Committee met September 26, 2016 on the 2017 Budget.

**Property & Finance**

Terry Stamm reported that the Property and Finance Committee met September 28, 2016 on the 2017 Budget.

**Employee Relations**

The Employee Relations Committee met on October 5, 2016 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**

Patricia Hahn, Clerk/Treasurer reported that the Village Server had been down for 2 weeks causing no access to Utility Billing, Accounting, Payroll and numerous other documents. It is hoped to work with PC Doctor to restore these files and develop a plan to prevent this from happening in the future.

In addition, Patricia and Mark met with Len Schreiber of Cedar Corp regarding a proposed land development by Gene Caron. Pat presented maps of the proposed development to the Board. The development area is located across from the Marshfield Clinic and in the Village Tax Increment District.

The next steps are for the Plan Commission to meet on approval of the Rezoning and Certified Survey Map. The Plan Commission then gives their recommendations to the Village Board for final action.

**Unfinished Business**

There was no Unfinished Business.

**New Business**

**Approval of Operator License's**

There were no Operator License's.

**Act on Class "A" Retailer's Beer License Application for Consumption off Premise Cenergy, LLC, Mounds View Store #3773**

Stamm/Gilbert moved and seconded a motion to approve a Class "A" Retailer's Beer License Application for Consumption off Premise for Cenergy, LLC Mound View Store #3773. Motion carried.

**Act on Application for Cigarette and Tobacco Products Retail License Cenergy LLC, Mounds View Store #3773**

Peterson/Kipp moved and seconded a motion to approve an application for Cigarette and Tobacco Products Retail License for Cenergy LLC, Mounds View Store #3773. Motion carried.

**Dunn County Humane Society Contract**

Patricia Hahn reported that the per capita fee is \$1.63 for 2017 (\$1421.36) and \$1.72 per capita fee for 2018 \$1499.84. The Village's Population is 872. Last year was the per capita fee was \$1.63.

Gilbert/Livingston moved and seconded a motion to approve the Dunn County Humane Society Two Year Contract for 2017 (\$1.63 per capita) 2018 (\$1.72 per capita) as presented.

Motion carried.

**Employee Relations Recommendations for Water/Wastewater & Public Works Crewpersons**

Peterson/Livingston moved and seconded a motion to hire Kevin Garnett as the top applicant for the posted position of Water/Wastewater Operator and Public Works Crewperson; starting wage to be \$16/hour with all full-time benefit eligibility and accrual per the Employee Handbook. With the option of starting ASAP or January 1, 2017. Motion carried.

Livingston/Gilbert moved and seconded a motion to hire a second Water/Wastewater Operator and Public Works Crewperson Todd Steinhorst starting January 1, 2017, to insure proper training time with Len Hemenway before his retirement. Starting wage to be \$16/hour with all Full-time benefits eligibility and accrual per the Employee Handbook. Todd Steinhorst will then be given the start date not chosen by Kevin Garnett. Motion carried.

**Resolution 16-2 Regarding 2016-2010 Dunn County Outdoor Recreation Plan**

Patricia Hahn, Clerk/Treasurer reported that she was contacted by Addison Vang, Planner/Zoning Enforcement Officer for Dunn County. He was asking for an update of all Village Parks to include description, facilities and improvements needed.

With the approval of this Resolution 16-2 the Village would be included in the Dunn County Outdoor Recreation Plan and eligible for DNR Grants.

Peterson/Kipp moved and seconded a motion to approve the Resolution 16-2 Regarding 2016-2020 Dunn County Outdoor Recreation Plan as presented. Motion carried.

**Act on Clean Water Fund Program Interest Subsidy Agreement**

Patricia Hahn, Clerk Treasurer reported that she has been working on an Interest Rate Subsidy grant from the Department of Natural Resources Clean Water Fund Program.

The Village could get up to \$8,000.00 of interest returned over the life of the loan from the State Trust Fund in the amount of the \$49,000.00.

The Water/Sewer Utility took this loan out to purchase new water meters as mandated by the DNR.

Stamm/Livingston moved and seconded a motion to approve the Clean Water Fund Program Interest Subsidy Agreement from the DNR Clean Water Fund Program as presented. Motion carried.

Gilbert/Kipp moved and seconded a motion to Convene in Closed Session per 19.85(1)(c) Wis. Stats., considering employment, promotion compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility. Roll Call vote: Brenda Carpenter: Absent; Tom Gilbert: yes; Greg Kipp: yes; Rebecca Livingston: yes; Andy Peterson: yes; Tony Schrantz: absent; Terry Stamm: yes. Motion carried.

Stamm/Livingston moved and seconded a motion to convene to open session. Motion carried.

Livingston/Kipp moved and seconded a motion to approve the Employee Negotiations for the Village Clerks Office and Public Works Department as presented by the Employee Relations Committee. Motion carried. Terry Stamm abstained.

**Adjourn**

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

---

Patricia Hahn  
Clerk/Treasurer, WCMC, CMC, CMTW

**October 12, 2016**