

**VALDERS VILLAGE BOARD MEETING MINUTES  
APRIL 10, 2023**

Followed by the Pledge of Allegiance and roll call; the regular monthly meeting of the Valders Village Board was called to order by President Schneider at 7:00PM at the Valders Village Office 207 S. Liberty Street. Trustees present: Paul Baroun, Marcus Bartelme, John Regan, Devan Schneider & Lyle Schwoerer.

MEETING CONVENED &  
ROLL CALL

Motion by Regan, second by Baroun to adopt the agenda. Motion carried.

AGENDA APPROVED

Scott Bratz resident of 141 N Jackson Street, Lot #33, stated today he received a Notice to Correct a Default or Vacate from Nordic Lands LLC pertaining to his two licensed service dogs. He is asking for assistance from the board as the notification referenced Village Codes pertaining to dogs at large/leash laws and defecation on public or private property. Bratz explained he is exempt from leash laws as they are service dogs, and they stay on his mobile home park lot. Input was made by trustees and Bruckner on village dog codes, and federal regulations take precedence over our codes, however unknown mobile home park regulations may also apply. Schneider stated this matter was not on the agenda, therefore no board action can be taken at this meeting. Bruckner asked Bratz if we could copy the documents he received, he agreed, and copies were made. Schneider stated he will review documents/research federal and Nordic regulations and contact Nordic Lands owner and Bratz. Motion by Bartelme, second by Schwoerer to close public input. Motion carried.

PUBLIC INPUT  
BRATZ DOGS/NORDIC

Motion by Baroun, second by Regan to approve minutes from 3/13/23 as presented by Clerk/Treasurer Bruckner. Motion carried.

MINUTES APPROVED

Motion by Bartelme, second by Regan to approve the March Treasurer's reports as presented by Bruckner for all department funds. Motion carried. Schneider stated updated loan balances after 4 loan payments were made on 3/14/23, noting the 2021 Truck loan balance of \$41,573 was paid off 3 years early.

TREASURER REPORT  
APPROVED

Motion by Regan, second by Baroun to approve March Village vouchers; check #20879 - #20979 and electronic payments totaling \$322,816.65 as presented by Bruckner. Motion carried.

VILLAGE VOUCHERS  
APPROVED

Motion Baroun, second by Bartelme to approve March Utility vouchers; check #8787 - #8795 and transfers totaling \$25,983.66 as presented by Bruckner. Motion carried.

UTILITY VOUCHERS  
APPROVED

Schneider then stated Lyle Schwoerer, as the winner of the write-in vote for the Vacant Trustee seat on the April ballot has accepted to serve as trustee. Schneider then stated, being all the same trustees were re-elected to the board he is making no changes to the current committee assignments. Schneider then stated there is still a vacant seat on the Valders Zoning Board of Appeals and two vacant seats on the Valders Plan Commission, due to retirements or residents that have moved. Residents interested in any of the openings should contact the Village Office.

NO CHANGE TO  
CURRENT COMMITTEES

The board reviewed the Manitowoc County patrol logs and invoices for March.

PATROL LOGS/INVOICE  
REVIEWED FOR MCSD

Fire/EMS Reports for March were presented by Christopher Dallas, Fire Chief & EMS Director. There were 34 Fire & EMS calls. The new SCBA's have been received, with department training to be held 4/17/23. Utility #30 radio & lights were installed and is now in service. Ambulance 7 is back in service after engine repairs by Performance Diesel. Crew force Computer Aided Dispatch (CAD) is now live in the ambulances, which provides vital real-time data entries crews will utilize on emergency calls. The board and other EMS Districts served by our service have been provided a report for the Reliability of Wisconsin's 911 Ambulance Response.

MONTHLY FIRE AND  
EMS REPORTS AND  
UPDATES

Austin Shillcox, Director of Public Works presented the March Public Works Update. Staff repaired the "V" light fixture at the entrance to Valders Memorial Park, which has not worked for several years. The old "Memorial Park sign has been removed in preparation to install the new Limestone Sign donated by Valders Stone & Marble in near future. Tree stumps from seven more Ash trees taken down in the park will be ground down in April. Staff removed the railroad track spur on Washington Street in preparation for the upcoming Street Reconstruction project. New sidewalks will be installed on Melody Lane from the corner of Torrison to the south to the end of the corner (Lot #6). Well #2 refurbishment project is complete and is back in service. The DNR has requested revision to the WWTP Facility Plan submitted by Robert E Lee for items pertaining to phosphorous reduction. Also our WWTP DNR permit requires a plan to be submitted by 9/30/23 for an effluent flow meter to be installed by 9/30/24. We are in the process of obtaining a preliminary estimate from PJ Kortens who installed the previous one in 2021. Staff have been monitoring problem areas with the collection system where believed a combination of groundwater and old infrastructure, particularly private sewer laterals, are contributing to increased flow amounts at the wastewater plant.

DPW PUBLIC WORKS  
MONTHLY REPORT

The board reviewed the proposed Construction Management Service contract from Kapur Inc for \$113,480 for the 2023 Adams/Washington Street/Utility Reconstruction Project. Shilcox explained he will do some of the inspections to reduce the cost. Motion by Schneider, second by Regan to approve the contract. Motion carried.

APPROVED KAPUR INC  
CONTRACT - PROJECT  
MANAGEMENT  
4/10/2023 MINUTES

Bruckner presented the board with the 2022 Budget Comparison reports of total revenues and expenses for Valders Public Utilities, including asset funds budgeted to be put into which are then utilized for future capital purchases or major equipment refurbishment. The Water utility had a budget balance of \$12,526 and the Sewer Utility had a budget balance of \$3,051 overall.

2022 UTILITY BUDGET  
COMPARISON REPORTS  
PRESENTED

The board discussed a proposal to invest \$40,000 of the Fire Replacement Fund into a Certificate of Deposit (CD) due to the current rate of 4.2% on terms of 7 months at Bank First, rather than 1.3% rate on existing money market investment funds, there would be a penalty for early withdrawal. Motion by Schwoerer, second by Bartelme to place funds into a CD as proposed. Motion carried. Schneider then suggested the review of other investment fund balances to possibly invest in CD's. Bruckner also obtained rates at Collins State Bank for investment of Utility Funds, which also offer 4.2% for a term of 6 months. After further discussion motion by Schneider, second by Schwoerer to invest one half of the Village Replacement Fund balance in the amount of \$70,000 at Bank First into a CD, and \$50,000 of the Water Tower/Meter Fund and \$50,000 of the Utility Operation & Maintenance Fund into two CDs at Collins State Bank, to yield higher interest of these specific funds than in the current money market funds. Motion carried.

APPROVED TO PLACE  
FUNDS FROM MONEY  
MARKET ACCOUNTS  
INTO SHORT TERM  
CERTIFICATES OF  
DEPOSITS

Notification was received from the Department of Revenue of application and approval of a Permit Extension of Premises/Off-Site Retail Location for Fermented Malt Beverages by Sabbatical Brewing Co of Manitowoc for sales at 686 Johnson on Full Throttle Thursdays only May-October of 2023.

NOTIFICATION FROM  
DOR FOR OFF PREMISE  
BREWERY SALES IN  
VILLAGE

Bruckner presented the board with the Village 2022 Budget Comparison report of Revenues and Expenses, including asset funds utilized. The net budget balance after adjustments for funds utilized from or placed into asset funds for specific purposes was \$52,226. The board then reviewed the proposed allocations of these funds, no changes were noted and motion by Schneider, second by Bartelme to adopt Resolution 2023-1 Amending the 2023 Budget for the specific purposes of \$3,000 to paint the Village Office exterior, and \$4,500 for Street Maintenance Crack Filling. The Resolution also approved \$10,000 of the 2022 Budget balance remain in the Village Non-Restricted Fund to continue to build the balance, and \$34,700 be transferred into the Village Replacement Fund for future projects or capital equipment replacement as follows: \$700 Christmas Decorations, Park Lot \$3,000, Park Equipment/Tennis Courts \$3,000, Building & Mechanical Equipment \$5,000, Street/Other Equipment \$8,000, and Street Replacement \$15,000. Motion carried.

2022 VILLAGE BUDGET  
COMPARISON REPORT  
PRESENTED

ADOPTED RESOLUTION  
2023-1 FOR  
ALLOCATION OF 2022  
BUDGET BALANCES

Schneider announced the resignation of Bailey Riesterer, the Part Time Administrative Assistant. The board then discussed options to fill the position. After brief discussion, motion was made by Schneider, second by Baroun to have Bruckner contact Lakeshore Technical College to post for an intern position with potential to lead to part time position for a student in the fields of study for accounting or administrative professional programs. The Village utilized this program several years ago. If there are no applicants for an intern by May 1<sup>st</sup> an ad will be drafted and placed in the Valders Journal for a permanent part time position. Motion carried.

PART-TIME ASSISTANT  
RESIGNED

APPROVED TO SEEK  
INTERN LTC PROGRAM  
OR PLACE AD FOR THE  
PART TIME POSITION

Motion by Schneider, second by Bartelme to adjourn meeting at 8:11PM. Motion carried.

MEETING ADJOURNED

Respectfully submitted,  
VILLAGE OF VALDERS

Lori Bruckner  
Village Clerk/Treasurer

4/10/2023 MINUTES