

**VALDERS VILLAGE BOARD MEETING MINUTES
JANUARY 9, 2023**

Followed by the Pledge of Allegiance and roll call the regular monthly meeting was called to order at 7:05PM by Lori Bruckner, Clerk/Treasurer in absence of Village President, Devan Schneider, at the Valders Village Office 207 S. Liberty Street. Trustees present: Paul Baroun, Marcus Bartelme, John Regan, & Lyle Schwoerer. Devan Schneider absent & excused.

MEETING CONVENED &
ROLL CALL

Bruckner stated to the board they need to make a motion to appoint a President Pro Tem for the meeting. Motion by Baroun, second by Regan to appoint Schwoerer as President Pro Tem. Motion carried.

PRO TEM PRESIDENT
APPOINTED

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

AGENDA APPROVED

No one was present for public input. Motion by Bartelme, second by Regan to close public input. Motion carried.

NO PUBLIC INPUT

Motion by Regan, second by Baroun to approve minutes from 12/05/22 as presented by Clerk/Treasurer Bruckner. Motion carried.

MINUTES APPROVED

Motion by Bartelme, second by Baroun to approve the December Treasurer's reports as presented by Bruckner for all department funds. Motion carried.

TREASURER REPORT
APPROVED

Motion by Regan, second by Baroun to approve December Village vouchers; check #20595 - #20698 and electronic payments totaling \$151,244.63 as presented by Bruckner. Motion carried.

VILLAGE VOUCHERS
APPROVED

Motion Regan, second by Baroun to approve December Utility vouchers; check #8739 - #8749 and transfers totaling \$40,424.49 and #1067 for \$3,400 as presented by Bruckner. Motion carried.

UTILITY VOUCHERS
APPROVED

Fire/EMS Reports for December were presented by Christopher Dallas, Fire Chief & EMS Director. There were 66 Fire & EMS calls. The new utility pickup truck has been delivered and the cap is expected to arrive in 4-8 weeks. Light and radio installation to be completed. Furnace installation will take place in January and the air conditioners will be installed in Spring. The rear station door is being replaced as it is rusted out on the bottom. The UTV purchased utilizing a 50/50 grant from the WI DNR was received & the form has been submitted for reimbursement of up to \$8,300. Air pack replacement is in progress; product evaluations and field wear testing were completed. The committee will review the quotes from both vendors and make a decision within 30 days. The 5 year - ISO Inspection results/reports have been received. Our ISO rating is 4 which has stayed the same; the rural area rating (residences within 5 road miles of the Village) improved to a 6. Fire & our water utilities will look for non-cost prohibitive ways to potentially lower our rating to 3 over the next 5 years. A used air compressor was purchased utilizing replacement funds, which will replace the current air compressor. The new compressor can fill our air packs to the new psi rating of 4500 psi; the old air packs were 2216 psi and the old compressor only filled up to 4000 psi. The old compressor will be sold once the new one is converted. The cardiac monitor was ordered using flex grant funds and is anticipated to be delivered in 45 weeks. Valders EMS has been selected for data collection Medicare Audit; information is currently being gathered for this report and will continue to be collected for a 12-month period as required. Valders will be joining Manitowoc County and Two Rivers Fire in utilizing a Computer Aided Dispatch (CAD) which allows real-time information to be received during incidents. The software is provided by Manitowoc County for a yearly fee of \$400 which will be paid for by FAP funding. CAD will be used in both ambulances, the command truck, & Engine 33. Initial installation cost will be covered by the ARPA Flex grant.

MONTHLY FIRE AND
EMS REPORTS AND
UPDATES

The board reviewed the Manitowoc County patrol logs and invoices for November & December.

PATROL LOGS/ INVOICE
REVIEWED FOR MCSD

Motion by Baroun, second by Bartelme to approve renewal of Joint Powers Agreement Between Manitowoc County, Joint Dispatch Center and the Village of Valders effective March 1, 2023. Motion carried.

APPROVAL OF JOINT
POWERS AGREEMENT
BETWEEN MANITOWOC
COUNTY & JOINT
DISPATCH CENTER

Shillcox reviewed the December report with the board. The Thorstein Veblen Marker has been removed and proof of destruction submitted to the Wisconsin Historical Society. The new Valders Memorial Park sign has been completed by Valders Stone & Marble. Both signs are anticipated to be installed in Spring. The 89' Michigan Loader had a coolant leak that required installation of a new thermostat. Staff has been addressing roads that should be crack filled; quotes are still needed from Vendors used in the past. Routine end-line flushing was completed for winter operations. L&R Meter tested the 2, 3, & 4 inch meters in the Village as well as both 8" flow meters at the Wells. All meters tested accordingly except for one meter that was just outside of testing parameters. This meter will need to be updated/repared. The quote was received from Municipal Well & Pump to have Well #2 pulled & inspected. This was last done in 2009 according to records. The sludge analysis results were received from Badger Labs for the sludge land application. Results will be submitted to the DNR. Staff has been inspecting manholes for debris and cleaning as necessary.

DPW PUBLIC WORKS
MONTHLY REPORT

1/9/2023 MINUTES

Motion by Regan, second by Baroun to let the 2023 North Adams and West Washington Street Reconstruction Project out for bid. Bid opening shall be on February 2, 2023 and awarded at the regular meeting on February 13, 2023. Motion carried.

MOTION TO LET
STREET PROJECT OUT
FOR BID

Motion by Schwoerer, second by Bartelme to approve a Term Credit Agreement with Bank First, N.A. to authorize borrowing \$100,000 from Bank First, N.A. for a term of two years at an interest rate of 6.42% and to authorize the Village President and Village Clerk/Treasurer to sign all necessary loan documents on behalf of the Village of Valders. Motion carried.

MOTION TO APPROVE
LOAN AGREEMENT
WITH BANK FIRST

Motion by Bartelme, second by Baroun to adjourn meeting at 7:31PM. Motion carried.

MEETING ADJOURNED

Respectfully submitted,
VILLAGE OF VALDERS

Lori Bruckner
Village Clerk/Treasurer

1/09/2023 MINUTES

**VALDERS VILLAGE BOARD MEETING MINUTES
FEBRUARY 13, 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

Public input. Steve Casarez, property owner at 271 Washington Street stated he has decided not to enlarge his driveway approach as he previously expressed at the project public hearing. He also stated he is no longer in favor of hiring a private contractor to do his sidewalk installation. Scott Zucchi, property owner of 297 Washington Street also stated he is also no longer interested in hiring a private contractor for his sidewalk installation. Motion by Regan, second by Baroun to close public input. Motion carried.

PUBLIC INPUT

Motion by Regan, second by Bartelme to approve minutes from 1/9/2023 as presented by Clerk/Treasurer Bruckner. Motion carried.

MINUTES APPROVED

Motion by Regan, second by Bartelme to approve the January Treasurer's reports as presented by Bruckner for all department funds. Motion carried.

TREASURER REPORT
APPROVED

Motion by Bartelme, second by Baroun to approve January Village vouchers; check #20699 - #20795 and electronic payments totaling \$542,438.02 as presented by Bruckner. Motion carried.

VILLAGE VOUCHERS
APPROVED

Motion Regan, second by Schwoerer to approve January Utility vouchers; check #8750 - #8771 and transfers totaling \$94,672.93 and #1068 for \$5,000 as presented by Bruckner. Motion carried.

UTILITY VOUCHERS
APPROVED

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

PATROL LOGS/INVOICE
REVIEWED FOR MCSD

Fire/EMS Reports for January were presented by Christopher Dallas, Fire Chief & EMS Director. There were 34 Fire & EMS calls. The new HVAC units have been installed at the Fire Station. The 6000 PSI Cylinders (4) from the old compressor have been sold for \$3,700; the actual compressor will be listed for sale soon. A timer switch has been installed on Ambulance 8 which keeps power & oxygen flowing in the patient compartment when the key is turned off. Ambulance 7 will have the same switch installed this month.

MONTHLY FIRE AND
EMS REPORTS AND
UPDATES

Assistant Fire Chief, Brandon Sy presented a report on SCBA evaluations by our department and quotes received from two manufacturers: the MSA G1 SCBA & Scott X3 Pro SCBA. The Fire Department tested the SCBA units at the station. All of the selection committee members were required to test the units; and all other department personnel were invited to also participate in the trial. Without knowing prices each member then filled out a rating form for each type. The reviews came back with 87.5% for the MSA units and 12.5% for the Scott units. It was a tough decision due to the price difference and the MSA being significantly more costly. Following a discussion, MSA lowered its price. An updated quote was given for the MSA Unit of \$122,789 with first year of free fit testing for department members and two years free annual flow testing on the SCBA units (\$2,250 value). Based on all factors the fire department recommends the board approve to purchase the MSA SCBA Units, utilizing FEMA AFG Grant Funds of \$105,678. The fire department will utilize fund raiser money and/or donations for the remaining balance of the cost not covered by the grant. Motion by Schwoerer, second by Baroun to accept the department's recommendation and approve to purchase the MSA SCBA Units. Motion carried.

SCBA REPORT &
MOTION TO APPROVE
PURCHASE OF MSA
SCBA UNITS

The board reviewed a letter received from Jake & Cassie Wenzel, new owners of commercial business property at 203 S. Liberty Street, stating their reasons for refusing to install the required Knox-Box at their facility. Since 2013, this has been a Municipal Code requirement for businesses after a building is sold, remodeled, or newly constructed. It is a very common preventative public safety practice in many communities and is supported by the insurance industry as it can potentially reduce claim losses. The letter from the Wenzel's stated that all public storage is outdoors, and the inside area is not a public building as defined by the ordinance. Trustee Paul Baroun explained that because the property has rental space, is an existing business office utilized for their on-site rentals, and for their other rental properties the ordinance is applicable. After consideration, a motion by Schneider, second by Regan to send the Wenzel's a letter denying the request of noncompliance and to give the business 90 days to order and install the required Knox-Box. Motion carried.

NOTIFICATION &
ACTION FOR BUSINESS
REFUSAL TO COMPLY
WITH MUNICIPAL KNOX
BOX CODE

Shillcox reviewed the January report with the board. Staff have begun removing more ash trees in the park using a new chainsaw that was purchased with proceeds from the sale of the Lincoln Stick Welder for \$700. The Washington/Adams Street project went out for bid and the DNR has approved our stormwater permit for the culvert replacements. Per requirements from the 2018 DNR Sanitary Survey Report, Well #2 was pulled for inspection and maintenance by Municipal Well & Pump. It was last completed in 2009 and needs to be done every 10-15 years.

DPW PUBLIC WORKS
MONTHLY REPORT

2/13/2023 MINUTES

The shaft, bowl assembly, inner casing, drive motor, and other parts were taken back to their shop to be refurbished, or replaced and then will be re-installed and Well #2 will be put back into service upon completion. The estimated cost of \$42,640 will come out of the water repair fund. A water main break occurred the first weekend in February on South Jackson Street. Village staff along with help from local contractors were able to fix the break and get the water flow restored with minimal issues that day. The lab passed the annual State Proficiency Test which is required each year to maintain our lab certification for the testing of Ammonia, Phosphorus, Biochemical Oxygen Demand (BOD), and Total Suspended Solids (TSS). Sabel Mechanical along with utility staff performed annual maintenance on the 3 influent sewage pumps at the headworks of the wastewater plant. One of the pumps had "milky" oil when changed; we await quote for the cost of replacement/repair. Pumps are otherwise in good working condition. Sabel Mechanical and utility staff also pulled and inspected the lift station submersible pumps on North Jackson Street & Christel Drive. Large amounts of rags were removed from the Jackson Street pumps but otherwise the pumps and wet wells were in good condition.

Bids for the Adams & Washington Street project were received electronically on the Quest System on February 2nd at 11:00AM from nine (9) contractors. The cost for the work came in about \$200,000 less than the pre-bid engineer estimate. The lowest bid submitted was \$1,194,667 by Triple P Inc. dba Peters Concrete Company of Green Bay and the highest bid received was \$1,447,783. Aaron Groh of Kapur Engineering confirmed Peters Concrete is a WDOT pre-qualified bidder and recommends to award project to the lowest bidder. Motion by Regan, second by Schneider to award the bid to Peters Concrete Company. Motion carried.

NORTH ADAMS & WEST
WASHINGTON STREET
PROJECT BIDS
REVIEWED AND
AWARDED

Notification was received from Mercury Network that Bertram Communications LLC has acquired their broadband assets and Notice of Assignment of Lease for their equipment located on municipal water tower.

NOTIFICATION OF
ASSIGNMENT OF LEASE

Bruckner requested the board to approve the submittal of required documents to Manitowoc County for the eligible additional \$96,295 of ARPA Funds matching the \$96,295 already received by the Village from the Federal Government to be used for the 2023 North Adams and West Washington Street Reconstruction Projects. Motion by Schwoerer, second by Bartelme to approve submittal of required documents for the additional available ARPA Funds. Motion carried.

APPROVAL TO SUBMIT
DOCUMENTS FOR
ADDITIONAL ARPA
FUNDS FROM COUNTY

Bruckner then requested the board to approve her to start the process to seek funding of the 2023 North Adams and West Washington Street Reconstruction Capital Improvement Projects from our financial institutions Bank First & Collins State Bank Funds. We will need one loan for Street/Storm Sewer to be funded by tax levy and two loans for Valders Public Utility for the Water Main & Sanitary Sewers funded by user fees. Motion by Schwoerer, second by Baroun to proceed to seek funding from our financial institutions. Motion carried.

APPROVAL TO SEEK
FUNDING FOR N ADAMS
& W WASHINGTON ST
PROJECT

Motion by Bartelme, second by Schneider to adjourn meeting at 8:04PM. Motion carried.

MEETING ADJOURNED

Respectfully submitted,
VILLAGE OF VALDERS

Lori Bruckner
Village Clerk/Treasurer

2/13/2023 MINUTES

**VALDERS VILLAGE BOARD MEETING MINUTES
MARCH 13, 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: Marcus Bartelme, John Regan, Devan Schneider & Lyle Schwoerer. Paul Baroun absent & excused.

MEETING CONVENED &
ROLL CALL

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

AGENDA APPROVED

No one was present for public input. Motion by Bartelme, second by Schwoerer to close public input. Motion carried.

NO PUBLIC INPUT

Motion by Bartelme, second by Regan to approve minutes from 2/13/23 as presented by Clerk/Treasurer Bruckner. Motion carried.

MINUTES APPROVED

Motion by Regan, second by Schwoerer to approve the February Treasurer's reports as presented by Bruckner for all department funds. Motion carried.

TREASURER REPORT
APPROVED

Motion by Bartelme, second by Regan to approve February Village vouchers; check #20796 - #20878 and electronic payments totaling \$501,679.88 as presented by Bruckner. Motion carried.

VILLAGE VOUCHERS
APPROVED

Motion Regan, second by Schwoerer to approve February Utility vouchers; check #8772 - #8786 and transfers totaling \$29,718.99 and #1069 for \$2,400 as presented by Bruckner. Motion carried.

UTILITY VOUCHERS
APPROVED

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

PATROL LOGS/INVOICE
REVIEWED FOR MCSD

Fire/EMS Reports for February were presented by Devan Schneider in absence of Christopher Dallas, Fire Chief & EMS Director. There were 49 Fire & EMS calls. The new SCBA's have been ordered and are expected to be delivered on 3/28/23. Utility 30 had the truck cap installed. A State 2% Fire dues audit was conducted and passed. Ambulance 7 is in for maintenance at Performance Diesel due to a coolant tank issue. The reserve ambulance is being used until it is back in service.

MONTHLY FIRE AND
EMS REPORTS AND
UPDATES

Regan reviewed the February report with the board in absence of Austin Shillcox, Director of Public Works. The garbage truck required repairs including a brake chamber and an electrical switch for the compactor. Staff working on repairing the "V" light fixture at the entrance to Valders Memorial Park. Driving wind and rain combined with melting snow and slush caused minor flooding issues along the roadways in various spots within the Village, staff actively clearing/exposing catch basins to allow for better flow. Staff has begun creating the GIS Map (Geographic Information Systems) for the Village using the Trimble R2 device and iPad purchased in 2021. The system will aid in record keeping and the mapping of utilities locations and traffic sign inventory, and other uses. Well #2 is still out of service but is expected to be re-installed the week of 3/13/23. Municipal Well & Pump is waiting on parts to ship. The Wastewater Lab building furnace had to be replaced after multiple breakdowns this past month. The old furnace is from 1987 and was a 75,000 BTU. The cost to repair it was estimated at almost half of the price of installing a new one. The new furnace recommended to be installed was 45,000 BTU which will be more energy efficient and cost \$3,100. Influent flow has increased at the plant due to melting snow as we continue our ongoing fight of reducing infiltration within the collection system.

DPW PUBLIC WORKS
MONTHLY REPORT

Jake Wenzel, owner of commercial business property at 203 S. Liberty Street, is proposing to install a new secure entrance gate for his renters to gain access to their facilities, over the property line tight to the northeast corner of the Village Office and possibly other fencing which would then restrict the current ungated access to our paved parking area behind the Village Office & Well #1. This area is primarily utilized for maintenance workers/crane/vehicles to maintain our facilities. After an extensive search it was found that there is not a recorded easement on file. It was likely a "handshake" agreement made years ago when the building (original fire station) and our Well #1 were constructed in the 1930's. The Village proposed an access easement or written agreement between the two properties to be drafted which would allow the Village to drive on his driveway and have access thru the locked gate to the rear parking area of our building for the sole purpose of maintenance of the Village Office and Well#1 buildings as necessitated. The Village also proposed to install a security fence from the rear southeast corner of our facility to the southwest corner of their building very near the property line at the Village's expense. Jake Wenzel, present for the meeting, then voiced his concern that an easement to allow the Village access to and through the locked gate would lower his property value. He then expressed interest in a possible lease or other written agreement. The matter was postponed allowing time for all possible access options to the rear area of our building to be drafted and presented for discussion to the board at a future meeting.

POSTPONED
DISCUSSION AND ANY
ACTION TO ALLOW
PROPOSED EASEMENT
/AGREEMENT OPTIONS
TO BE DRAFTED
BETWEEN VILLAGE AND
JAKE & CASSIE WENZEL
OF LIBERTY STORAGE

Bruckner presented the board with the ARPA Subrecipient Agreement documents from Manitowoc County for available eligible matching ARPA Funds in the amount of \$96,295.07 to be utilized for the upcoming 2023 North Adams and West Washington Street Reconstruction Projects. It defines the funds may only be utilized for Storm Water Improvements for this specific project. Motion by Regan, second by Bartelme to approve and submit the executed documents to the County. Motion carried.

MOTION TO APPROVE
ARPA SUBRECIPIENT
AGREEMENT WITH
MANITOWOC COUNTY -
2023 STORM WATER
PROJECT
3/13/2023 MINUTES

Bruckner presented the board with two financing options for the 2023 Utility/Stormwater/Street Reconstruction Project awarded last month. The State Board of Public Lands currently offers 5-to-20-year loans at a rate of 5.5%, which could change prior to actual loan closing dates. Collins State Bank has offered to match the State current rate. Bruckner stated there are no loan fees for either option. She also noted it is a more simplistic process at Collins State Bank to make prepayments and refinancing options should interest rates significantly drop during the loan terms. After discussion by the board, it was decided to finance the project locally through Collins State Bank for the Water, Wastewater, Stormwater, & Street Reconstruction Projects. The loan for the Village estimated at a maximum of \$850,000 would be a 20-year term and the smaller loans for Water \$315,000 and Sewer Mains \$120,000 will likely be 10-to-15-year terms, dependent on how much of our replacement funds may be utilized for the project costs, plus total engineering costs. Motion by Schneider, second by Bartelme to proceed to finance the three separate loans for the 2023 project through Collins State Bank. Motion carried.

FINANCING UPDATE &
APPROVAL TO APPLY
FOR 2023 PROJECT
LOANS THROUGH
COLLINS STATE BANK

Motion by Bartelme, second by Regan to adjourn meeting at 7:36PM. Motion carried.

MEETING ADJOURNED

Respectfully submitted,
VILLAGE OF VALDERS

Lori Bruckner
Village Clerk/Treasurer

3/13/2023 MINUTES

**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 Schworer, 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 Schworer 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 1st 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

**VALDERS VILLAGE BOARD MEETING MINUTES
MAY 8, 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 7:02PM at the Valders Village Office 207 S. Liberty Street. Trustees present: Paul Baroun, Marcus Bartelme, Devan Schneider & Lyle Schwoerer.

MEETING CONVENED &
ROLL CALL

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

AGENDA APPROVED

No one was present for public input. Motion by Bartelme, second by Schwoerer to close public input. Motion carried.

NO PUBLIC INPUT

Motion by Baroun, second by Bartelme to approve minutes from 4/10/23 as presented by Clerk/Treasurer Bruckner. Motion carried.

MINUTES APPROVED

Motion by Bartelme, second by Schwoerer to approve the April Treasurer reports as presented by Bruckner for all department funds. Motion carried.

TREASURER REPORT
APPROVED

Motion by Baroun, second by Bartelme to approve April; Village, Fire & EMS vouchers; check #20980 - #21061 and electronic payments totaling \$162,359.16 as presented by Bruckner. Motion carried.

VILLAGE VOUCHERS
APPROVED

Motion by Schwoerer, second by Bartelme to approve April Utility vouchers; check #8796 - #8807 and transfers to investment funds totaling \$111,597.64 and #1070 \$4,400.00 as presented by Bruckner. Motion carried.

UTILITY VOUCHERS
APPROVED

Notification of resignation from Village Board Trustee, John Regan received on 4/14/23. The Board discussed the option of an appointment to fill the remainder of the term as has been done in the past when vacancies have occurred, rather than to hold a special election. Motion by Schneider, second by Baroun to proceed with appointment procedure, Bruckner will type and post Vacant Position Notice with letter of interest deadline for Thursday, June 8th with applicants to be interviewed at the June 12th meeting. Motion carried.

TRUSTEE REGAN
RESIGNATION-NOTICE
TO BE POSTED TO FILL
TERM VACANCY

The board reviewed the Manitowoc County patrol logs and invoices for April. Motion by Schwoerer, second by Bartelme, to utilize patrol time to contact known residents who have not yet licensed their pets, deadline was April 1, notification non-compliance letters were mailed 4/7/23. Motion carried.

PATROL LOGS/INVOICE
REVIEWED FOR MCSD-
PET LICENSE NON-
COMPLIANCE ACTION

Fire/EMS Reports for April were presented by Christopher Dallas, Fire Chief & EMS Director. There were 5 Fire & 41 EMS calls. EMS call volume is down 19% through April of 2023 compared to April of 2022. The Fire Department received a \$16,000 Grant from the West Foundation for the purchase of two Rapid Intervention Rescue Packs. The annual EMS District meeting will be 9/28/23 at 6:30pm at the Fire Station.

MONTHLY FIRE AND
EMS REPORTS AND
UPDATES

Austin Shillcox, Director of Public Works presented the April Public Works Update. Tree stumps from seven more Ash trees have been ground down. Staff received approval from the railroad to remove the old rail bed along the north side of Washington Street that is out of our right of way and will turn that area into grass in future. On May 22nd there will be a pre-construction meeting with contractors and other applicable service companies for the upcoming Washington and North Adams Street project. An abbreviated WWTP Facility Plan will be submitted by Robert E Lee for items pertaining to phosphorous reduction, the chemical addition system which is considered temporary must be approved by the DNR before any modifications can be made to the system to make it permanent. Planning has started for the new effluent flow meter to be installed at the WWTP. A section of sanitary sewer pipe had to be repaired near the property of 134 N Jackson Street after the old clay pipe collapsed. A section of pavement near the break will have to be repaired. Northern Pipe cleaned and televised 850' of sanitary sewer on Roosevelt Court and village staff has begun flushing of sewers for collection system maintenance.

DPW PUBLIC WORKS
MONTHLY REPORT

The board reviewed the proposed draft change to ordinance 13.14(6) Municipal Utilities, Disposal of Septic Tank Sludge and Holding Tank Sewerage rate changes only. Shillcox explained our rates are much lower than several other utility services and to offset continued rising processing costs due to DNR requirements our rates should be increased. This change only affects haulers who bring in Holding Tank Waste from outside the Village limits to be processed, the rate is currently \$8.50/1,000 gallons and would be increased to \$12.00/1,000 gallons. The board agreed it should be increased. Motion by Baroun, second by Bartelme to adopt Resolution 2023-2 which approves the notice to be posted for the proposed ordinance change to be adopted at the June 12th meeting. Motion carried.

PROPOSED 13.14(6)
ORDINANCE REVISION
HOLDING TANK WASTE
PROCESSING RATE
INCREASE
ADOPTED RES. 2023-2
TO POST PROPOSED
CHANGE

The board reviewed with Shillcox notification received from the DNR that Well #2 tested just above the standard allowance of the WI Dept of Health Services (DHS) for Per and Polyfluoroalkyl Substances (PFAS). Well #1 was well below the limit. The DNR allows 70 parts per trillion, DHS allows 20 parts per trillion, our result was 23 parts per trillion. It is now required to send out a Drinking Water Advisory Notice to all our customers and a retest will be completed in July. Well #2 was just put back into

WELL #2 IN EXCESS
DHS STANDARD-PFAS
NOTICE TO BE SENT TO
CUSTOMERS

5/08/2023 MINUTES

service after over 3 months during the DNR 10-15 year required refurbishment maintenance, which may have had an impact on the results. The health risk is extremely low and there is no reason for alarm. Our staff is working on potential corrective measures to reduce PFAS levels prior to the next test. If test results are over the limits again, notice will need to be resent out to continue utilizing the well.

Motion by Schwoerer, second by Bartelme to approve a six-month Class B Beer License for the Valders Area Sports Association; Brian Ulness, Agent, for the two ball diamond shelters at the Valders Memorial Park for the upcoming baseball season for 5/15/23-11/15/23. Motion carried.

APPROVED CLASS B
BEER LICENSE FOR
VASA

Motion by Schwoerer, second by Baroun to approve the 2022 audited financial statements as prepared and presented by Ihlenfeld, Skatrud & Anderson for all departments: Village, TID#2, Fire, EMS, and the Public Utilities. Motion carried.

APPROVED AUDITED
FINANCIALS FOR 2021

Schneider gave a brief update on the progress of the Upper Ball Diamond project.

Motion by Schneider, second by Bartelme to adjourn meeting at 7:58PM. Motion carried.

MEETING ADJOURNED

Respectfully submitted,
VILLAGE OF VALDERS

Lori Bruckner
Village Clerk/Treasurer

5/08/2023 MINUTES

**VALDERS VILLAGE BOARD MEETING MINUTES
JUNE 12, 2023**

Followed by the Pledge of Allegiance and roll call; in the absence of President Schneider, Village Clerk/Treasurer Bruckner called the regular monthly meeting of the Valders Village Board to order at 7:00PM at the Valders Village Office 207 S. Liberty Street. Bruckner called for a motion to appoint a President Pro Tem for the meeting. Motion by Bartelme, second by Baroun to appoint Trustee Schwoerer as President Pro Tem. Motion carried. Trustees present: Paul Baroun, Marcus Bartelme & Lyle Schwoerer. Schneider absent & excused.

MEETING CONVENED &
ROLL CALL

APPOINTED PRESIDENT
PRO TEM FOR MEETING

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

AGENDA APPROVED

Public Input: Dan Sabel introduced himself and stated his interest in serving on the Village Board for the vacant Trustee position. Motion by Bartelme, second by Schwoerer to close public input. Motion carried.

PUBLIC INPUT

Motion by Baroun, second by Bartelme to approve minutes from 5/08/23 as presented by Clerk/Treasurer Bruckner. Motion carried.

MINUTES APPROVED

Motion by Baroun, second by Bartelme to approve the May Treasurer reports as presented by Bruckner for all department funds. Motion carried.

TREASURER REPORT
APPROVED

Motion by Bartelme, second by Baroun to approve May Village, Fire & EMS vouchers; check #21062 - #21137 and electronic payments totaling \$258,959.04 as presented by Bruckner. Motion carried.

VILLAGE VOUCHERS
APPROVED

Motion by Bartelme, second by Baroun to approve May Utility vouchers; check #8808 - #8820 totaling \$28,599.64 and #1071 \$2,000.00 as presented by Bruckner. Motion carried.

UTILITY VOUCHERS
APPROVED

Discussion and motion regarding Vacant Village Trustee position. Dan Sabel spoke further of his interest in the position. At the May meeting the Board decided on the option of an appointment to fill the remainder of the term as has been done in the past when vacancies have occurred, rather than to hold a special election. Motion by Schwoerer, second by Bartelme to appoint Dan Sabel as Village Trustee for term expiring 4/15/24. Motion carried.

TRUSTEE APPOINTED
TO FILL VACANCY

Jan Graunke, the Village's new Administrative Assistant was introduced to the board. After a brief discussion motion made by Schwoerer, second by Bartelme to set a rate of starting pay at \$13.00 an hour. Motion carried.

ADMINISTRATIVE
ASSISTANT
APPOINTMENT

Bruckner then presented a list of applicants for Class "A" & "B" Fermented Malt Beverage & Intoxicating Liquor and Cigarette Licenses in the Village for the following premises and their respective agents for the period of 7/1/23 to 6/30/24.

APPROVED CLASS A
AND CLASS B AND
CIGARETTE LICENSE
ORIGINAL AND
RENEWALS: 07/01/23-
06/30/2024

Motions by Baroun, second by Bartelme to approve renewal of Class of "A" Alcohol Beverage & Cigarette License applications. Motion carried.

Class A Fermented Malt Beverage & Intoxicating Liquor/Renewal:

- 1)Country Visions Cooperative Gas Station & C Store; dba Cenex, Steven R Zutz
- 2)Dolgencorp LLC; dba Dollar General, Aaron D. Dalton, Agent
- 3)Manitowoc Petroleum & Business Development LLC; dba Valders BP, Basudev Adhikari

Cigarette License/Renewal

- 1) Country Visions Cooperative Gas Station & C Store; dba Cenex
- 2) Dolgencorp, LLC, dba Dollar General Store
- 3) Manitowoc Petroleum & Business Development LLC; dba Valders BP Gas Station

Motion by Bartelme, second by Baroun to approve Class "B" Alcohol Beverage & applications. Motion carried.

Class B Fermented Malt Beverage & Intoxicating Liquor/Renewal:

- 1) Wiegand's Lanes LLC; dba Bruce's Bar & Bowl, Penny L. Wiegand
- 2) The Schuh Factory LLC; dba The Schuh Factory, Jolene M. Schuh

Class B Fermented Malt Beverage & Intoxicating Liquor/Original:

- 1)Overtime Sports Bar and Grill LLC, dba Overtime Sports Bar & Grill, Thomas Ahl, Agent

Motion by Baroun, second by Bartelme to approve Amplifying Devices Permit for Overtime Sports Bar and Grill for outdoor events and patio areas. Motion carried.

AMPLIFYING DEVICES
PERMIT APPROVED

2023 Inspections were completed for Nordic Lands Mobile Home Park by the Fire Chief/No Fire Hazards were noted. The Building Inspector reported 6 stairs or landings which need repair on specified mobile homes for safer entry/exits. Motion by Bartelme, second by Baroun to approve renewal of Nordic Lands LLC Mobile Home License for the period of 7/1/23-6/30/24. Motion carried.

APPROVED RENEWAL
MOBILE HOME
LICENSE

Motion by Schwoerer, second by Baroun to approve General Ordinance 2-2023 Annual Appointment of Alternate Members for Board of Review to be held on July 25, 2023, beginning at 4PM. Motion carried.

GEN ORD 2-2023
ADOPTED - BOR
MEMBERS

6/12/23 MINUTES

The board reviewed the Manitowoc County patrol logs and invoices for May. Users of the community center continue to have issues making sure the building is secure when they leave the facility. Bruckner verbally tells everyone who uses the facility to do so, even though on the check list.

PUBLIC SAFETY-
PATROL MCSD

May reports & updates from EMS Director & Fire Chief on department operations. Fire department responses 7. EMS number of calls 34.

MONTHLY FIRE/EMS
REPORTS

Board reviewed ProCare Services/Life Pack 15 Prevent Service Contract (period 5/23/23-5/22/24) for \$1,719.00. Motion by Baroun, second by Bartelme to approve contract. Motion carried.

APPROVED LIFEPAK
PREVENTIVE SERVICE
CONTRACT

Board reviewed updated Village of Valders Memorial Park Usage Agreement with Valders Area School District for the period of July 1, 2023 to June 30, 2028. Motion Bartelme, second Baroun to approve as presented Motion carried. The contract will now be submitted to the Valders School Board for approval.

APPROVED RENEWAL
OF PARK USAGE BY
VASD AGREEMENT

Upper Diamond Project Update: The outfield grass is planted, infield mix is installed. The remainder of the new fencing is installed. Power to serve the upper shelter is completed. New dugouts designed and donated by Wells Concrete were voluntarily installed by several of their employee's last weekend. They look fantastic.

UPDATE ON UPPER
DIAMOND PROJECT

May report/updates from Director of Public Works on municipal/utility operations. The new Valders Memorial Park sign donated by Valders Stone & Marble has been installed. One of the automatic handicap accessible entrance door motors for the community center had to be replaced at a cost of \$2,300. This non-budgeted repair will need to come out of the building replacement fund. The Washington/Adams Construction Project will start on 6/12/23. Meter testing of 1.5" meters was completed. The PFAS Advisory Notice was mailed to all utility customers and both Wells will be retested in July as required by the DNR. The new effluent flow meter installation and chemical feed system plans will be submitted to the DNR for approval. Sanitary manholes on County Rd J had to be adjusted prior to the mill and repaving done by the Manitowoc County Highway Department. A new generator to supply power for the main lift station in Clark's Mills is to be installed in June.

PUBLIC WORKS
REPORT

Motion by Bartelme second by Baroun, to adopt General Ordinance 1-2023 Revision to Code Chapter 13.14(6) Municipal Utilities, Disposal of Septic Tank Sludge and Holding Tank Sewerage: rate change only. Motion carried.

GENERAL ORDINANCE
1-2023-RATE CHANGE
13.14(6) ADOPTED

The annual Compliance Maintenance Annual Report for 2022 was prepared by DPW Shillcox for review and submittal to the DNR. The Utility received a G.P.A. of 3.69. Motion by Schwoerer, second by Bartelme to adopt the Compliance Maintenance Annual Report Resolution 2023-3. Motion carried.

ADOPT RESOLUTION
2023-3 CMAR FOR 2022

TIF District Update the 4th Condo near competition. The Joint Review Board Annual Meeting is scheduled for 6/27/23 at 9 AM at the Village Office.

JOINT REVIEW BOARD
ANNUAL MEETING

Motion by Schwoerer, second by Bartelme to adjourn meeting at 8:03 PM. Motion carried.

MEETING ADJOURNED

Respectfully submitted,
VILLAGE OF VALDERS

Lori Bruckner
Village Clerk/Treasurer

06/12/2023 Minutes

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

Followed by the Pledge of Allegiance and roll call; President Devan Schneider called the regular monthly meeting of the Valders Village Board to order at 7:02PM at the Valders Village Office 207 S. Liberty Street. Trustees present: Paul Baroun, Marcus Bartelme, Dan Sabel & Devan Schneider. Lyle Schwoerer absent & excused.

MEETING CONVENED &
ROLL CALL

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

AGENDA APPROVED

Public Input: Village Resident and former Village Trustee, John Regan expressed his displeasure with the Village funding the Valders Ambulance Service over several years totaling \$431,600 when they were short of funds to continue to operate; over and above what other Villages and Towns pay to Valders for services. Regan wants to know what the board is going to do to recoup the funds for our taxpayers. He also questioned the cost of the ambulance maintenance. Motion by Bartelme, second by Sable to close public input. Motion carried.

PUBLIC INPUT

Motion by Bartelme, second by Sabel to approve minutes from 6/12/23 as presented by Clerk/Treasurer Bruckner. Motion carried.

MINUTES APPROVED

Motion by Bartelme, second by Baroun to approve the June Treasurer Reports as presented by Bruckner for all department funds. Motion carried.

TREASURER REPORTS
APPROVED

Motion by Sabel, second by Bartelme to approve June Village, Fire & EMS vouchers; check #21138 - #21214 and electronic payments totaling \$128,173.46 as presented by Bruckner. Motion carried.

VILLAGE VOUCHERS
APPROVED

Motion by Bartelme, second by Baroun to approve June Utility vouchers; check #8821 - #8833 totaling \$18,107.01 as presented by Bruckner. Motion carried.

UTILITY VOUCHERS
APPROVED

President Schneider recommended committee assignments for Dan Sabel, Appointed Village Trustee: as Chair of Public Works & Member of Public Welfare. Motion by Schneider, second by Bartelme approve committee assignments for Sabel. Motion carried.

TRUSTEE APPOINTED
TO COMMITTEES

Schneider gave a brief financial history of the EMS service. The Service is owned and operated by the Village and is ultimately responsible for operating shortages. The board has raised EMS Per Capita rates paid by other districts who contract with our service significantly from \$3.10 in 2008 per person to \$32 a person in 2023. Estimated operating budgets in the past few years are now calculated with deductions for Medicare/Medicaid and uncollectible write-offs from run revenues which were not properly calculated by predecessors. Unfortunately, all costs to operate continue to rise and we must pay our staff a decent wage or they will go elsewhere to work, and we won't have anyone to come to our aid when needed. We also must maintain the ambulances to be ready to go out the door the minute there is an emergency call no matter the cost. Schneider stated a few years ago it was suggested to create an ambulance district separate from the Village; only 3 of the 11 municipalities served were interested in looking into the proposal. Schneider posed the question to Regan, when you were on the board for past seven years did you present any viable solution to resolve this issue, if you now have any please bring it forward to the board.

EMS FINANCIAL
STATEMENTS
RESULTING FROM
PUBLIC INPUT

Motion by Baroun, second by Bartelme to approve a refund of Class "B Fermented Malt Beverage & Intoxicating Liquor Licenses fee paid of \$250 less administration processing fee of \$30 of \$220 to Frankies Place LLC, 111 Washington, who changed mind of opening the new business prior to actual license issuance. Motion carried.

APPROVED CLASS
CLASS B LICENSE
REFUND LESS ADMIN
FEE

Motion by Bartelme, second by Schneider to approve Class "B Temporary Fermented Malt Beverage License to the Valders Lions Club for the Valders Community Picnic at the Valders Memorial Park for the period of 7/28/23-7/30/23. Motion carried.

APPROVED CLASS B
BEER PICNIC LICENSE

Review of and motion by Baroun, second by Bartelme to approve renewal of 3-year contract with Ihlenfeld, Skatrud, & Anderson Inc. for audit services with an additional \$2,000 in 2023 for time on the utility side for the construction project for the PSC report and other required reports and entries. Motion carried.

APPROVED RENEWAL
OF 3 YEAR AUDIT
SERVICES CONTRACT

Board reviewed Manitowoc County Sheriff's Patrol Reports for June.

PUBLIC SAFETY-
PATROL MCSD

June reports & updates from EMS Director & Fire Chief on department operations. The Fire department had 10 responses. EMS had 34 calls. EMS is down 14% in call volume as compared to 2022. Dallas provided information on ACT 12 Legislation recently passed pertaining to Shared Revenue changes pertinent to Fire & EMS for board review and future discussion, including potential grants to Create a Separate Fire & EMS Joint District, separating it from being only "Village".

MONTHLY FIRE/EMS
REPORTS

Motion by Schneider, second by Baroun to reject request for an original allowed payment from an EMS Patron Insurance Statement and to waive the remaining balance. Motion carried. Dallas will draft an EMS No Negotiation Policy for any future requests.

REJECTED REQUEST
NEGOTIATION OF EMS
SERVICES INVOICE
FROM INSURANCE
7/10/23MINUTES

Upper Diamond Project Update by Schneider: Signature Landscapes finished installation of catch basins and grass matt around outer fence areas. The concrete block was installed for relocation of the existing storage shed. VASA will be doing an ATV raffle over the winter to raise project funds. A grant was applied for through the West Foundation for Concrete Bleacher Area to be installed for \$50,000 if awarded will be completed by Lorrigan Construction. Teams will start playing on the new diamond in two weeks.

UPDATE ON UPPER
DIAMOND PROJECT

June report/updates from Director of Public Works on municipal/utility operations. The staff is working on exercising all water valves in the Village. Tom Shillcox passed his DNR Certification test and obtained Water Distribution certification. A valve was repaired on the sludge storage tank. An electrical relay on Pump #2 at the Jackson Street lift station was replaced due to failure. About 75% of the Utility infrastructure is now complete on the North Adams/West Washington Street project.

PUBLIC WORKS
REPORT

Motion by Bartelme, second by Baroun, to adopt Resolution 2023-4 Resolution for 2023 Required Rebuilding/Repair of Sidewalks. Motion carried.

ADOPTED RES 2023-4
REPAIR OF SIDEWALKS

Reviewed quote to Repair Garbage Truck Head Gasket, if able to after inspection for \$5,100. It may need to be completely replaced. We must pick up garbage so must be fixed. The Town of Cato is willing to let the Village utilize their truck for curbside pickup while ours is out of service. Motion by Bartelme, second by Baroun to utilize Equipment Replacement Fund as it is a non-budgeted major repair. Motion carried.

APPROVED TO UTILIZE
REPLACEMENT FUNDS
GABAGE TRUCK MAJOR
REPAIR

Motion by Schneider, second by Bartelme to adjourn meeting at 8:17 PM. Motion carried.

MEETING ADJOURNED

Respectfully submitted,
VILLAGE OF VALDERS

Lori Bruckner
Village Clerk/Treasurer

07/10/2023 MINUTES

**VALDERS VILLAGE BOARD MEETING MINUTES
AUGUST 14, 2023**

Followed by the Pledge of Allegiance and roll call; in the absence of President Schneider, Village Clerk/Treasurer Bruckner called the regular monthly meeting of the Valders Village Board to order at 7:00PM at the Valders Village Office 207 S. Liberty Street. Bruckner called for a motion to appoint a President Pro Tem for the meeting. Motion by Baroun, second by Bartelme to appoint Trustee Schwoerer as President Pro Tem. Motion carried. Trustees present: Paul Baroun, Marcus Bartelme & Lyle Schwoerer. Schneider absent & excused.

MEETING CONVENED
BY CLERK & ROLL CALL

APPOINTED PRESIDENT
PRO TEM FOR MEETING

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

AGENDA APPROVED

Public Input-None. Motion by Bartelme, second by Baroun to close public input. Motion carried.

PUBLIC INPUT

Motion by Sabel, second by Baroun to approve minutes from 7/10/23 as presented by Clerk/Treasurer Bruckner. Motion carried.

MINUTES APPROVED

Motion by Bartelme, second by Baroun to approve the July Treasurer Reports as presented by Bruckner for all department funds. Motion carried.

TREASURER REPORTS
APPROVED

Motion by Sabel, second by Baroun to approve July Village, Fire & EMS vouchers; check #21215 - #21297 and electronic payments totaling \$243,867.09 as presented by Bruckner. Motion carried.

VILLAGE VOUCHERS
APPROVED

Motion by Bartelme, second by Baroun to approve July Utility vouchers; check #8834 - #8850 and transfers to investment funds totaling \$718,643.12 as presented by Bruckner. Motion carried.

UTILITY VOUCHERS
APPROVED

After brief discussion, motion by Bartelme, second by Baroun to approve future paychecks to be issued via Direct Deposit, with all bank fees of \$25 a monthly plus \$0.25 for each item to be split by department percentage of usage. At this time, it will not be a mandatory method of earnings pay. Motion Carried. Bruckner noted It will be effective with the first payroll in October to allow for forms to be completed and setup.

APPROVED EMPLOYEE
PAY BY DIRECT
DEPOSIT

Bruckner reported a \$750 grant from the Wisconsin Election Commission will be utilized to purchase new election equipment. The 2006 ES & S Automark Ballot Marking Machine will be decertified for election use within the next two years by the State. It will be replaced with an ES & S Express Vote Ballot Marking Machine. Election Equipment Savings of \$3,230 will be utilized for the balance of the purchase. Also, a \$93 grant was received from the Wisconsin Election Commission toward the purchase cost of redesigned absentee ballot envelopes. Current envelope stock may no longer be used and must be destroyed.

UPDATE ON GRANT
REPLACEMENT OF
ELECTION EQUIPMENT

The board reviewed the League of Wisconsin Municipalities Mutual Insurance Dividend for 2022 received in 2023 for a total of \$3,165 and the split out by department based on department percentage of total insurance premiums paid for work comp, liability, and auto coverage. Over the past 8-year period dividends of \$27,593 were refunded and applied to current budget year insurance expense areas.

INSURANCE DIVIDEND
RECEIVED

The Board reviewed the Manitowoc County Sheriff's Patrol Reports for July. Bruckner noted one July shift was turned in late and will be on the August Invoice.

PUBLIC SAFETY-
PATROL MCSD

Review of July report and updates from EMS Director & Fire Chief Christopher Dallas on department operations. Fire had 8 calls. Hose testing is completed. Dan Liermann who is moving from our district area has resigned from the Fire Department. A grant of \$1,397 was received from DuPont Corteve Agriscience for the purchase of Fire Rope Rescue Equipment. EMS had 50 calls and is down 9% in call volume as compared to 2022.

MONTHLY FIRE/EMS
REPORTS

Discussion on a Department of Natural Resources Urban Forestry Grant submittal for Park Tree Removal and Planning in 2024. Deadline is October 2, 2023. Motion by Baroun, second by Bartelme to adopt Resolution 2023-5 Authorizing the Director of Public Works, as its official Village Forester, to submit grants, reports, and documentation for Urban Forestry Grants. Motion carried.

APPROVED SUBMITTAL
OF 2024 FORESTRY
GRANT-ADOPTED
RESOLUTION 2023-5

July report/updates from Director of Public Works Austin Shillcox on municipal/utility operations. The garbage truck is still out of commission and is awaiting installation of new head gasket at Vetting's Custom Rigs & Rides. The North Adams Street and West Washington reconstruction project is anticipated to be completed by the end of August. Canadian National Railroad has started to replace the railroad crossing on North Liberty Street and anticipates completion 8/17/2023, they are finally being replaced as they were here doing the replacement of the tracks on North Adams Street as well. Jerry Klingeisen passed two exams and is now a WI DNR Certified Wastewater Operator. The mandated DNR retest for the 3rd Quarter sample results for PFAS from both wells came in at very low detect levels and are well below the DHS and DNR health standards. We do have to sample from Well #2 in the 4th quarter to determine future sampling requirements, but it is not required at Well #1.

PUBLIC WORKS
REPORTS

08/14/2023 MINUTES

The board reviewed scope of proposed services by our engineer Robert E. Lee & Associates Inc. for plans, specifications, and drawings for the future installation of an Effluent Flow Meter and to change the temporary Chemical Add System to permanent at the WWTP. These are required to be submitted and approved by the DNR, prior to the equipment installation. Motion by Sabel, second by Baroun to proceed with the engineering services for an Effluent Flow Meter not to exceed \$19,875 and for the Chemical Add Upgrade not to exceed \$13,995. The cost of the engineering, and the unknown actual equipment to be purchased and installed will all come out of the WWTP Replacement fund. Motion carried. Bruckner noted Year 5 (2022) of the DNR Required Facility Plan estimated cost of \$19,995 is now complete for a total of \$13,723, the balance of \$6,272 will help offset these new engineering expenses for 2023.

APPROVED ROBERT E LEE TO PROCEED WITH REQUIRED ENGINEERING PLANS FOR UPGRADES AT THE WWTP

Motion by Schwoerer, second by Bartelme at 7:36PM to convene in closed session in accordance with Wisconsin State Statutes 19.85 (1)(c) consideration of public employee evaluation. Motion carried.

CONVENED IN CLOSED SESSION

Motion by Sabel, second by Baroun at 7:49PM to convene in open session in accordance with Wisconsin State Statutes 19.85(2). Motion carried.

RECONVENED OPEN SESSION

Schwoerer announced there are no motions resulting from the closed session discussion.

Motion by Schwoerer, second by Bartelme to adjourn meeting at 7.:50 PM. Motion carried.

MEETING ADJOURNED

Respectfully submitted,
VILLAGE OF VALDERS

Lori Bruckner
Village Clerk/Treasurer

08/14/2023 MINUTES

**VALDERS VILLAGE BOARD MEETING MINUTES
SEPTEMBER 11, 2023**

Followed by the Pledge of Allegiance and roll call; in the absence of President Schneider, Village Clerk/Treasurer Bruckner called the regular monthly meeting of the Valders Village Board to order at 7:00PM at the Valders Village Office 207 S. Liberty Street. Bruckner called for a motion to appoint a President Pro Tem for the meeting. Motion by Schwoerer, second by Baroun to appoint Trustee Schwoerer as President Pro Tem. Motion carried. Trustees present: Paul Baroun, Marcus Bartelme, Dan Sabel & Lyle Schwoerer. Schneider absent & excused.

MEETING CONVENED
BY CLERK & ROLL CALL

APPOINTED PRESIDENT
PRO TEM FOR MEETING

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

AGENDA APPROVED

Public Input-None. Motion by Baroun, second by Bartelme to close public input. Motion carried.

PUBLIC INPUT

Motion by Bartelme, second by Baroun to approve minutes from 8/14/23 as presented by Clerk/Treasurer Bruckner. Motion carried.

MINUTES APPROVED

Motion by Sabel, second by Bartelme to approve the August Treasurer Reports as presented by Bruckner for all department funds. Motion carried.

TREASURER REPORTS
APPROVED

Motion by Baroun, second by Sabel to approve August Village, Fire & EMS vouchers; check #21298 - #21377 and electronic payments totaling \$539,490.09 as presented by Bruckner. Motion carried.

VILLAGE VOUCHERS
APPROVED

Motion by Bartelme, second by Baroun to approve August Utility vouchers; check #8851 - #8859 and transfers to investment funds totaling \$31,574.90 and # 1073-\$9,000.00 as presented by Bruckner. Motion carried.

UTILITY VOUCHERS
APPROVED

Motion by Baroun, second by Bartelme to schedule 2023 Halloween Trick-or-Treat date and times to October 29, 2023 3:00pm – 5:00pm. Motion carried.

APPROVED 2023
HALLOWEEN TRICK-OR-
TREAT HOURS

Announcement of Manitowoc County Villages Association meeting 10/18/23 at K-City Banquet Hall in Kellnersville at 6:30 PM, presenter Bob Ziegelbauer, County Executive on Shared Revenue Law and County Budget Update.

MCVA MEETING 10/18/23

Motion by Sabel, second by Bartelme to approve Combination Class B License to sell Fermented Malt Beverages & Intoxicating Liquor at Trakside Saloon, 111 Washington St., Nichole M Waniger, Agent. Motion carried.

APPROVED CLASS B
COMBINATION LICENSE

The Board reviewed the Manitowoc County Sheriff's Patrol Reports for August.

PUBLIC SAFETY-
PATROL MCSD

Review of August report and updates from EMS Director & Fire Chief Christopher Dallas on department operations. Fire had 6 calls. EMS had 49 calls and is down 2% in call volume as compared to 2022. Two new EMS Part Time Paid On-Call Personnel have been hired for the service.

MONTHLY FIRE/EMS
REPORTS

The board discussed increasing the Valders Community Center rental rate by \$15 effective 1/1/2025 to \$75 for Residents and \$125 Non-Residents due to the rising costs of operations and maintenance of the facility. Rates have not been raised since 2021. Motion by Baroun, second by Sabel to approve the increase. Motion carried.

APPROVED RATE
INCREASE FOR THE
COMMUNITY CENTER
EFFECTIVE 2025

July report/updates from Director of Public Works Austin Shillcox on municipal/utility operations. The garbage truck is back in use after the installation of a new head gasket at Vetting's Custom Rigs & Rides. The North Adams Street and West Washington reconstruction project is substantially complete, except for some restoration work to be completed. Staff are finished with sidewalk grinding repairs with one exception. A crack-filling machine and router was rented from Sherwin Industries and used for our staff to crack fill Roosevelt Street between S Liberty and Hwy 151, E Wilson St, Jefferson St, and W Washington St from Adams St to the west village limits. Staff have repaired several catch basins that were caving in and/or had surrounding curb and gutter that were sinking in which affects proper water drainage. Robert E Lee is working on our Effluent Flow Meter and Permanent Chemical Feed System installation plans for submittal to the DNR by the end of September.

PUBLIC WORKS
REPORT

Motion by Schwoerer, second by Bartelme to adjourn meeting at 7.:27 PM. Motion carried.

MEETING ADJOURNED

Respectfully submitted,
VILLAGE OF VALDERS

Lori Bruckner
Village Clerk/Treasurer

09/11/2023 MINUTES

**VALDERS VILLAGE SPECIAL BOARD MEETING MINUTES
SEPTEMBER 14, 2023**

Followed by the Pledge of Allegiance and roll call, President Devan Schneider called the special meeting of the Valders Village Board to order at 6:05PM at the Valders Village Office 207 S. Liberty Street. Trustees present: Paul Baroun, Marcus Bartelme, Lyle Schwoerer, & Devan Schneider. Sabel arrived at 6:10 PM, due to a prior commitment.

MEETING CONVENED &
ROLL CALL

Motion by Schneider, second by Baron to amend the agenda as presented to add an item received today pertaining to Collins State Bank Certificate of Deposits maturity or renewal. Motion carried.

MOTION TO AMEND &
APPROVE AGENDA

Public Input – None. Motion by Bartelme, second by Schwoerer to close Public Input. Motion carried.

PUBLIC INPUT

Motion by Schneider, second by Baroun to convene in closed session in accordance with Wisconsin State Statutes 19.85(1)(c) consideration of public employee evaluation and compensation for Village/ Utility/EMS personnel at 6:07pm. Motion carried.

MOTION TO CONVENE
IN CLOSED SESSION

Motion by Schneider, second by Bartelme to convene in open session in accordance with Wisconsin State Statutes 19.85(2) at 7:31PM. Motion carried.

RECONVENED IN OPEN
SESSION

Motion resulting from closed session: Schneider stated the board is overall happy with all the departments working great together as a team and it has been a busy year with special projects or tasks in 2023. Motion by Schneider, second by Baroun effective with the first pay period of 2024 to approve all existing Village full and part-time employees will receive a \$1.00 per hour increase including poll workers and Paid On-Call EMS personnel, with an exception for the recently hired part time Administrative Assistant who will receive a 50 cent per hour increase. Motion carried.

MOTIONS FROM
CLOSED SESSION-
APPROVED 2024 WAGE
INCREASES

Schneider requested Bruckner to contact our insurance agent to obtain quotes for dental insurance coverage never offered to Village employees in the past for future financial review.

The board reviewed and discussed at length the proposed 2024 EMS Draft Operating Budget as presented by EMS Director Christopher Dallas, with a \$64,390 operating increase from 2023. The budget includes the addition of a seventh full-time medic to significantly reduce overtime by the existing full-time medics, wage, benefits, and other area increases as well as \$19,000 into equipment replacement. The proposed budget carries a \$2.00 per capita increase from \$32 in 2023 to \$34.00 in 2024 for the eleven municipalities served by Valders EMS, totaling \$21,416, which saw a decrease of 62 residents from the Department of Administration 2023 population numbers from the 2022 numbers. Motion by Schneider, second by Baroun to approve the proposed 2024 EMS operating budget as presented and set 2024 EMS District Dues per capita rate to increase \$2.00. Motion carried. The 2024 budget will be presented at the Joint EMS District meeting on 9/28/2023 at 6:30PM at the Valders Fire Station. The meeting will be posted as a Village Special Meeting as a quorum of our Trustees may be in attendance.

APPROVED 2024 EMS
OPERATING BUDGET
WITH A \$2.00 PER
CAPITA INCREASE

JOINT EMS DISTRICT
MEETING ON 9/28/23
6 :30PM-FIRE STATION

Motion by Schneider, second by Bartelme, for Dallas to post the additional medic position on 10/1/23 for 30 days, followed by interviews, with board action at the November or December meeting.

APPROVED TO POST
ADDITIONAL MEDIC-
POSITION

The board reviewed a request from Verizon to amend the existing Tower Lease Agreement terms, which currently has two extension rental 5-year terms through 6/30/2034. After discussion, review and consideration of financial comparisons presented by Bruckner, motion by Schneider, second by Sabel to postpone the matter until the October 9th meeting for further review and contemplation. Motion carried.

POSTPONMENT OF
VERZION TOWER LEASE
AGREEMENT TERMS

After discussion and financial review, motion by Schneider, second by Bartelme to renew Certificates of Deposits maturing on 10/11/23 at Collins State Bank of \$50,000 each plus the interest earned for an additional six months to 4/11/24 for Operations/Maintenance (O&M) and Tower/Meter Funds at a significantly higher rate than existing Money Market Funds earn. Motion carried.

APPROVED TO RENEW
CDS AT COLLINS STATE
BANK

Motion by Schneider, second by Baroun to adjourn meeting at 8:33 PM. Motion carried.

MOTION TO ADJOURN

Respectfully submitted,
VILLAGE OF VALDERS

Lori Bruckner
Village Clerk/Treasurer

09/14/2023 MINUTES

**VALDERS VILLAGE SPECIAL BOARD MEETING MINUTES
SEPTEMBER 28, 2023**

Followed by the Pledge of Allegiance and roll call, President Devan Schneider called the special joint meeting of the Valders Village Board and other municipalities in the Valders EMS Service District Area to order at 6:30PM at the Valders Fire Station, 103 Eisenhower Street. Trustees present: Lyle Schwoerer, Dan Sabel & Devan Schneider. Other communities present: Cato, Eaton, Franklin, Liberty, Reedsville, St. Nazianz & Whitelaw.

MEETING CONVENED &
ROLL CALL

Devan thanked everyone for coming to the meeting and opened the presentation of the 2024 EMS Budget. EMS Director, Christopher Dallas presented the operating budget in detail and answered various questions from those present throughout the meeting. The total budget for 2024 is \$739,900, compared to \$675,529 for 2023. To support this budget, which includes the addition of a fifth full-time paramedic to significantly reduce the overtime of current staff and \$19,000 for EMS Replacement. To support the service there is a \$2.00 increase per capita from \$32 to \$34, over the ambulance run fees anticipated to be collected in 2024.

PRESENTATION OF 2024
EMS OPERATING
BUDGET WITH A \$2.00
PER CAPITA INCREASE

Dallas & Schneider talked about State Act 12, which requires maintenance of effort with the increase in all Shared Revenue amounts received from the State. Individual municipalities must at a minimum maintain or increase current levels of budgeted Public Safety expenditures. It was also discussed where budgeted municipal public safety monies are being utilized in districts for Fire and EMS. Act 12 also creates Innovation Grant funds for creating a separate joint EMS district. If agreed upon to proceed with the creation process, now would be the time because of the available grants. The new District would be represented by one member from each municipality and jointly managed by all the entities, not just Valders. The process would take about three years, but it is something that should be seriously considered by all Districts currently served by Valders EMS.

OTHER ITEMS
PERTAINING TO EMS
OPERATIONS
DISCUSSED

Dallas reported the State Emergency Medical Services Funding Assistance Program Award (grant) will increase this year. We do not know how much it will increase, but a percentage of the grant will now be allowed to be utilized for operating expenses such as medical supplies. In the past it could only be utilized for training, support, and equipment/improvement, which will aid our budget in 2024.

Chris provided explanations regarding Medicare/Medicaid payments for services and that our communities are aging County wide. The 2023 EMS Contracts will be prepared and submitted for approval by each community's governing body.

Being no further discussion, motion by Scheider, second by Schwoerer to adjourn the meeting at 7:03 PM. Motion carried.

MOTION TO ADJOURN

Respectfully submitted,
VILLAGE OF VALDERS

Lori Bruckner
Village Clerk/Treasurer

09/28/2023 MINUTES

**VALDERS VILLAGE BOARD MEETING MINUTES
OCTOBER 9, 2023**

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

MEETING COVENED &
ROLL CALL

Motion by Schwoerer, second by Bartelme to adopt the agenda. Motion carried.

AGENDA APPROVED

Public Input-None. Motion by Bartelme, second by Sabel to close public input. Motion carried.

PUBLIC INPUT

Motion by Baroun, second by Bartelme to approve minutes from 9/11/23, 9/14/23 & 9/28/23 as presented by Clerk/Treasurer Bruckner. Motion carried.

MINUTES APPROVED

Motion by Sabel, second by Bartelme to approve the September Treasurer Reports as presented by Bruckner for all department funds. Motion carried.

TREASURER REPORTS
APPROVED

Motion by Bartelme, second by Baroun to approve September Village, Fire & EMS vouchers; check #21378 - #21468 and electronic payments totaling \$488,463.58 as presented by Bruckner. Motion carried.

VILLAGE VOUCHERS
APPROVED

Motion by Schwoerer, second by Sabel to approve September Utility vouchers; check #8860 - #8868 and transfers to investment funds totaling \$45,673.20 as presented by Bruckner. Motion carried.

UTILITY VOUCHERS
APPROVED

Motion by Schwoerer, second by Bartelme to change the regular date and time for November and December meetings to Monday, November 6th at 7 PM and December 4th at 6:30PM to accommodate for Schneider attendance conflict and budget adoption to allow tax bill mailing on a timely basis. Motion carried.

APPROVED TO MOVE
NOVEMBER/DECEMBER
MEETING DATE/TIMES

Motion by Schneider, second by Bartelme to accept the resignation from Witkowski Inspection Agency, LLC for building inspection services effective for permits issued after 12/31/2023. Motion carried. The Village will contact possible interest from others certified inspectors in the area for service proposals.

RESIGNATION OF
BUILDING INSPECTOR

Motion by Schwoerer, second by Schneider to approve renewal of Anthem Blue Cross Blue Shield Health Insurance effective 12/01/2023 for employees, with the only change from current plan is for ER visit deductible/copay. The renewal premium with mandatory small group age rate up applied is 10.2% increase overall. Motion carried.

APPROVED RENEWAL
HEALTH INSURANCE

Motion by Schwoerer, second by Bartelme to reinvest Bank First Certificates of Deposits maturing on 11/11/23 at 4.2%; \$70,000 for the Village and \$40,000 for Fire Replacement Funds plus the interest accrued from the expiring CD. Motion carried. Bruckner explained for the best interest rate they will be new 7-month CD's, rather than a 6-month renewal, the current rate is a bit above 5%.

CERTIFICATE OF
DEPOSIT REINVESTED

The Board reviewed the Manitowoc County Sheriff's Patrol Reports for September.

PUBLIC SAFETY-
PATROL MCSD

Review of September report and updates from EMS Director & Fire Chief Christopher Dallas on department operations. Fire had 12 calls. EMS had 57 calls with 4 calls cancelled in route or invalid. Call volume is down 4% as compared to 2022. The Board discussed with Dallas issues with Cvikota Company, our EMS Billing and Collection Service. They have not billed out any of our calls since mid-August. This is the second time this issue has occurred in 2023. This creates cash flow issues to pay monthly operational expenses and is unacceptable. Also, their monthly collection reports for all of 2023 have been out of balance as to what was collected in their system vs. actual deposits by ACH or remote deposit into the EMS bank account, thus creating additional time spent by Bruckner each month. They have provided services to us since 2014 and until 2023 this has not been an issue and have done a great job for the service. After further discussion, a motion by Schneider, second by Schwoerer, to send an official complaint letter seeking corrective actions for breach of contracted services to management at Cvikota Company. Motion carried.

MONTHLY FIRE/EMS
REPORTS

EMS BILLING-
COLLECTION COMPANY
TO BE SENT OFFICIAL
COMPLAINT LETTER
FOR BREACH OF
CONTRACT SERVICES

Dallas presented the proposed 2024 Fire Operating Budget and Fire Protection agreement amounts for Valders, Cato, & Liberty for board review which carries a total increase of \$7,510 over 2023. This increase includes doubling the amount from \$6,000 to \$12,000 for Equipment Replacement. The 2023 Village portion for fire protection services is \$41,218, Cato is \$56,612 and Liberty is \$55,180 calculations are based on 2023 equalized valuations for each district. Motion by Schwoerer, second by Bartelme to adopt the 2024 Operating Budget as presented. The budget and contracts will be submitted to the respective Town Boards for approval. Motion carried. Schneider abstained as he is a member of the fire department.

APPROVED PROPOSED
2024 FIRE OPERATING
BUDGET AND FIRE
PROTECTION

September report/updates from Director of Public Works Austin Shillcox on municipal/utility operations. Required 3-year rotation of various water samples/tests were taken and submitted resulting in no issues found. Through our insurance carrier were eligible to receive a \$500 grant toward the purchase cost of \$1,205 for a locator to find buried utilities.

PUBLIC WORKS
REPORT

10/09/2023 MINUTES

Robert E Lee & Associates submitted the plans to the DNR for approval of effluent flow meter installation and the permanent chemical feed system. Bruckner noted ARPA Project Pay Request #4 will be forthcoming, the final payment of the project retainage will be in summer of 2025. Kapur is finalizing actual footage of curb/gutter and sidewalk installations per parcel for the creation of the Final Resolution of Special Assessments to be approved by the board. Special assessment installment invoices will then be sent to the respective property owners.

ARPA PROJECT
PAYMENT UPDATES

After the September meeting Bruckner was directed to contact the Verizon Wireless representative, to obtain additional information and provide our input after review of their Tower Lease Optimization Program proposal. During these discussions it was discovered they had us as an annual renewal in their system and we have a five-year-term renewal lease, which prompts a change in their proposal to the Village. Bruckner received a revised proposal today for the board to review, which reduces the monthly amount of our current tower lease contract. The new proposal extends our current contract for one more year for a monthly least payment of \$1856.08 until 6/30/2025. Then a new proposed monthly lease payment effective 7/1/25 of \$1,520, the previous proposal was \$1,280. It would guarantee the contract through 6/30/2030, and 4% increase for (5) five-year renewal terms thereafter. The current contract has no rent guarantee clause. The board values the business relationship we have had since 2009 and wants to come to a mutual agreement which still protects our interests. After further discussion by the board, Bruckner was directed to draft letter to counter offer a rent guarantee for a period of 10 years to 6/30/2035 with the new monthly amounts respectively, and (4) five-year renewable terms thereafter. The matter will be on the November agenda.

VERIZON TOWER LEASE
AGREEMENT
NEGOTIATIONS

Motion by Schneider, second by Sabel to adjourn meeting at 7.:59 PM. Motion carried.

MEETING ADJOURNED

Respectfully submitted,
VILLAGE OF VALDERS

Lori Bruckner
Village Clerk/Treasurer

10/09/2023 MINUTES

**VALDERS VILLAGE BOARD MEETING MINUTES
NOVEMBER 6, 2023**

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

MEETING COVENED &
ROLL CALL

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

AGENDA ADOPTED

Public Input-None. Motion by Schwoerer, second by Sabel to close public input. Motion carried.

PUBLIC INPUT

Motion by Sabel, second by Baroun to approve minutes from 10/9/23 as presented by Clerk/Treasurer Bruckner. Motion carried.

MINUTES APPROVED

Motion by Bartelme, second by Schwoerer to approve the October Treasurer Reports as presented by Bruckner for all department funds. Motion carried.

TREASURER REPORTS
APPROVED

Motion by Schneider, second by Baroun to approve October Village, Fire & EMS payroll direct deposit vouchers #1000-#1034; check #21469 - #21504 and other electronic payments totaling \$183,348.80 as presented by Bruckner. Motion carried.

VILLAGE VOUCHERS
APPROVED

Motion by Sabel, second by Bartelme to approve October Utility vouchers; check #8869 - #8879 and transfers to investment funds totaling \$83,983.51 and check #1074 for \$4,700.00 as presented by Bruckner. Motion carried.

UTILITY VOUCHERS
APPROVED

The Board reviewed the Manitowoc County Sheriff's Patrol Reports for October.

PUBLIC SAFETY
MCSD PATROL REPORT

Review of October report and updates from Fire Chief/EMS Director Christopher Dallas on department operations. Fire had 5 calls. EMS had 37 calls with 2 calls cancelled or invalid. Call volume is down 6% as compared to 2022. St. Nazianz has called a special meeting to consider Kiel Ambulance Service, rather than to renew with Valders EMS on Tuesday, November 7th at 5:00PM. No applicants applied for the future additional full-time paramedic position, due to the current pay scale. The position will be reposted in the future. Five fire fighters during the past year have resigned from our department, due to moves, not able to devote the time due to their full-time work schedules or took full-time jobs with other safety departments. The roster is now 21 volunteer fire firefighters.

MONTHLY FIRE/EMS
REPORT

The Board reviewed the written response to our letter dated 10/12/23 from Cvikota Company, our EMS Billing and Collection Service. Dallas explained since the last meeting they have caught up our billing through 10/11/23. Dallas is awaiting a response to his voice mail message left today as to why the billing is not yet caught up as stated in their response dated 10/30/23. The board directed Dallas to obtain information from other billing/collection services for their rates and timelines of their services, should the board find it necessary to switch services in the future.

CVIKOTA COMPANY
SERVICES UPDATE

October report/updates from Director of Public Works Austin Shillcox on municipal/utility operations. Park facilities outer restrooms have been winterized and closed for the season. Street sweeping is being completed by staff to keep leaves from blocking stormwater drains. Shillcox attended the bi-annual Local Road Improvement Program Meeting at the Manitowoc County Highway Department. The Village is eligible to receive \$10,666 in funding for a future road project to use by 2029. We have completed an application to utilize the funds to mill and repave Kennedy Street. If approved the project will be put out for bid directly to be completed in the summer of 2024. Shillcox has been contacting building inspectors throughout the area in search of possible interest to be our future inspector. We have a few that may be interested but want to be a part-time employee of the Village, rather than a subcontractor and on our municipal insurance. Bruckner to contact our LWMMI agent to obtain information and estimated cost. Bruckner also stated that our permit fees/building code will likely need to be amended as our rates have not been increased since 2016. The utilities are waiting on the DNR to comment and/or approve the plans submitted by Robert E Lee on installation of the effluent flow meter & permanent chemical feed system at the WWTP.

PUBLIC WORKS
REPORT

Motion by Schnieder, second by Schwoerer to accept second counter proposal from Verizon in response to our counter proposal after our October meeting. Their new offer would extend our current contract rates through June of 2026 and then the reduced lease rate would be imposed with a 5-year guarantee, with up to 8 non-guaranteed additional renewal terms. It is anticipated to receive the amendment to the contract for final review and approval at the December meeting.

VERIZON COUNTER
PROPOSAL UPDATE

Bruckner requested to discuss an increase to our fee charged for Real Estate/Special Assessment Requests. It is currently \$15 and \$25 for a rush request; last increased in 2003. Motion by Sabel, second by Schwoerer to increase the fee to \$25, and \$35 for a rush request, effective 1/1/24. Motion carried.

REAL ESTATE/SPECIAL
ASSESSMENT REQUEST
INCREASE APPROVED

11/06/2023 MINUTES

The board reviewed the 2024 proposed Village Budget as prepared by Bruckner and Shillcox, which carries an increase of total revenue and expenses of \$67,700/10.3% from the 2023 budget. The proposed property tax levy amount for the 2024 tax bills would increase \$2,938/.8% from the previous year. The budget has proposed expenditure increases by category as follows from 2023: \$ 14,327/9.4% in general expenditures; \$6,915/3.8% in public safety; \$5,153/5.3% in debt service; \$2,800/1.7% in transportation and sanitation; \$1,505/3.5% in Recreation; and \$37,000 in capital outlay/replacement/246.7%. New State Act 12 Aid to be received in the amount of \$46,148 is allowed to be utilized for increases in public safety and transportation expenses/improvements. The Village only mill rate is anticipated to decrease an estimated \$2.14 per thousand which calculates to a decrease of \$214.00 on \$100,000 of assessed property valuation, due to the property revaluation completed in 2023. This proposed mill rate does not include the County, School District, or Vocational College tax levies on your tax bill, or the impact of the school tax credit, lottery and first dollar credits applied as these numbers are not yet all available. The overall mill rate for all taxing entities utilizing last year's numbers is anticipated to decrease between \$5 and \$7 from 2023, but the actual total mill rate is unknown at this time as final numbers are all not yet released. Final numbers will be available at the December meeting. Motion by Schneider, second by Bartelme to accept the proposed budget as presented and to schedule the 2024 Public Budget Hearing for Monday, 12/4/23 at 6:30PM. Motion carried. The regular monthly meeting shall immediately follow the close of the public hearing to save the cost of a special meeting and to allow tax bills to be prepared and mailed on a timely basis.

REVIEW OF 2024
PROPOSED VILLAGE
BUDGET AND MOTION
TO SET PUBLIC
HEARING FOR THE 2024
BUDGET ON 12/4/23 AT
6:30PM

Motion by Sabel, second by Bartelme to adjourn meeting at 8:21PM. Motion carried.

MEETING ADJOURNED

Respectfully submitted,
VILLAGE OF VALDERS

Lori Bruckner
Village Clerk/Treasurer

11/06/2023 MINUTES

**VALDERS VILLAGE BOARD MEETING MINUTES
DECEMBER 4, 2023**

Followed by the Pledge of Allegiance the Public Hearing for the Valders Village 2024 Budget was opened by President Schneider at 6:30PM at the Valders Village Office 207 S. Liberty Street. No one appeared for the hearing. Motion by Schneider, second by Schwoerer to close the hearing at 6:35PM. Motion carried. The regular monthly meeting of the Valders Village Board was then convened by President Schneider at 6:36PM. Trustees present: Paul Baroun, Marcus Bartelme, Daniel Sabel, Devan Schneider & Lyle Schwoerer.

2024 BUDGET HEARING

CONVENE REGULAR
MEETING & ROLL CALL

Motion by Sabel, second by Bartelme to adopt the agenda. Motion carried.

AGENDA APPROVED

No one was present for public input. Motion by Bartelme, second by Schwoerer to close public input. Motion carried.

NO PUBLIC INPUT

Motion by Schneider, second by Schwoerer to adopt the proposed 2024 Village Budget as presented and to set the 2023 levy at \$366,874, an increase of 0.8% (\$2,938 from the 2022 levy). This levy creates a rounded mill rate of \$4.63 per thousand dollars of assessed property valuation, a decrease of \$2.14 over last year for the 2023 tax roll, which includes TID Increment. Motion carried. The overall mill rate for all four taxing entities decreased \$6.78 to \$15.09 per thousand dollars of assessed property valuation from \$21.87 last year. Bruckner explained if a property parcel is eligible the First Dollar Credit increased \$0.87 and Lottery Credit increased \$31.62 from the 2022 credit amounts and will be applied as a credit to the 2023 tax bills. The significant drop in the mill rate was created from a Village wide property fair market assessment revaluation, which increased over \$30,000,000 from the prior year, driven by real estate sales and the cost to build new structures.

2024 BUDGET ADOPTED
2023 LEVY \$366,874 &
SET VILLAGE MILL RATE
\$4.63 PER THOUSAND

Motion by Sabel, second by Baroun to approve minutes from 11/06/23 as presented by Clerk/Treasurer Bruckner. Motion carried.

MINUTES APPROVED

Motion by Bartelme, second by Schwoerer to approve the November Treasurer's reports as presented by Bruckner for all department funds. Motion carried.

TREASURER REPORT
APPROVED

Motion by Baroun, second by Sabel to approve November Village, Fire & EMS payroll direct deposit vouchers #1035-#1069; check #21472 - #21548 and other electronic payments totaling \$111,121.56 as presented by Bruckner. Motion carried.

VILLAGE VOUCHERS
APPROVED

Motion Bartelme, second by Baroun to approve November Utility vouchers; check #8880 - #8886 and a transfer totaling \$57,733.78 and check #1075 for \$3,000.00 as presented by Bruckner. Motion carried.

UTILITY VOUCHERS
APPROVED

The board reviewed two Certified Survey Maps (CSM) submitted for approval.

- 1) Motion by Baroun, second by Schneider to approve CSM for 211 North Jackson Street for Brian & Tamara Zeman-Lot Line Verifications. Motion carried.
- 2) Motion by Schneider, second by Bartelme to approve Extraterritorial Approval of CSM within 1.5 miles of the Village Boundary for Carol Waniger. Motion carried.

APPROVED CERTIFIED
SURVEY MAPS AS
PRESENTED

Due to the early meeting the Manitowoc County Sheriff's Patrol reports are not available and will be included in the January packets.

MCSD PATROL LOGS/
INVOICE NOT YET
AVAILABLE

Fire/EMS Reports for November were presented by Christopher Dallas, Fire Chief & EMS Director. There were 46 Fire & EMS calls, 1 cancelled enroute. Another member of the Volunteer Fire Department resigned, 6 members for the year, bringing our roster to 20. St. Nazianz is not contracting for services for the Valders Fire Department Ambulance Service for 2024 and is going to contract with Kiel Ambulance. A termination notification letter of extrication services to the Village of St. Nazianz effective 1/1/24, was sent 11/27/2023. These services were provided to St. Nazianz through the ambulance service contract at no additional fee.

MONTHLY FIRE AND
EMS REPORTS AND
UPDATES

Discussion led by Dallas with the board about the decline of Volunteer Firefighters available during the day. This issue is being seen Statewide. Very few employers allow their employees to leave their jobs as in the past. A suggested solution would be to require full-time medics to become firefighters, rather than hiring full-time firefighters. Schneider explained the Village could not afford a rate of pay of what is paid by larger community departments. Schneider and Bartelme expressed due to firefighter shortages and the cost of fire trucks rural departments should look at combining or creating a County Department housed at several key locations in the County for emergency responses. Dallas explained there are about 50 fire engines in the county and that many are not needed due to the call volume. One County department would eliminate one or two firefighters responding to a call from a department. All the existing departments take great pride in their members, services and equipment for their communities, but the reality is this issue is not going to disappear. Baroun suggested the County Executive and County Emergency Director be proactive and start meeting with all departments together to hold discussions for ideas and plans in our County, to continue to provide quality future emergency responses and safety for all our communities in an a more economical way.

DISCUSSED NEED FOR
FUTURE CREATION OF
A COUNTY FIRE/EMS
SERVICE

12/04/2023 MINUTES

Dallas reported since the October and November meeting, Cvikota our EMS billing services company with our new account managers have now billed out all calls and an increase in service payments coming in has occurred. Dallas and Bruckner will continue to work closely with them to continue expedient billing and collections. Dallas explained for bad debt collections the State Tax Intercept Program will continue to be utilized, rather than a collection agency which charges additional fees for what is collected.

EMS BILLING & COLLECTIONS UPDATE

Dallas then presented a revised 2024 EMS operating budget for anticipated revenue and expenses since St. Nazianz is not contracting with Valders for ambulance service as anticipated at the joint annual meeting held in late September. In addition, Dallas presented increases for resident and non-resident basic life support fees charged for services. After further discussion motion by Baroun, second by Sabel to approve to increase our service rates effective 1/1/2024. Motion carried. Dallas presented the revised EMS operating budget which eliminates the plan to hire another full-time medic and various category adjustments is now reduced to \$709,300 from the original proposed budget presented in September for \$739,900 with anticipated revenues to support the expenses, with \$10,000 into the replacement fund. Motion by Schwoerer, second by Schneider to approve the revised budget. Motion carried.

APPROVED REVISED 2024 EMS OPERATING BUDGET

Motion by Sabel, second by Bartelme to approve renewal of Joint Powers Agreement Between Manitowoc County Joint Dispatch Center and the Village of Valders effective March 1, 2024. Motion carried.

APPROVED JOINT POWERS AGREEMENT BETWEEN MCJDC & THE VILLAGE

Shillcox reviewed the November report with the board. Christmas decorations have been hung throughout the village. Mowing equipment was winterized and snow removal equipment is prepared for the winter season. Poly rings and tar material was installed by Staff around manholes and water valves to provide a smoother transition for plowing over these structures. The annual water tower inspection was completed by Lane Tank Co. The report will be submitted to the DNR prior to the end of the year. We are still awaiting the DNR to comment and/or approve the plans submitted by Robert E Lee on installation of the effluent flow meter & permanent chemical feed system at the WWTP. Transitioned into winter operations for Water Systems & at the WWTP. Shillcox is researching an option to purchase an additional aeration blower for the plant which runs 24/7, as a backup or alternate with to extend the life of the existing unit. Our staff discovered a crack in a force main sewer line at a lift station in Clarks Mills during our patrols/monitoring of the new collection system. It was covered under warranty and repaired by the contractor that installed it originally.

DPW PUBLIC WORKS MONTHLY REPORT

Bruckner noted the amendment to the Verizon Tower Lease contract has not yet been received and will be on the January agenda or when received for review and approval by the board.

VERISON AMENDED CONTRACT NOT YET RECEIVED

The Valders Public Utility Operational budgets were presented as prepared by Shillcox & Bruckner as reviewed and recommended by the Utility Committee. There is an overall net increase of \$5,170 for Water, and a decrease of \$4,100 for Sewer from 2023 due to anticipated revenues. Less funds will be going into Water Main and Sewer Main Replacement Funds due to the new debt service payments for the infrastructure improvement projects completed in 2023, with minimal changes for other operational expenses. Motion by Baroun, second by Bartelme to approve the 2024 utility budgets as presented and recommended by the Public Works Committee. Motion carried.

APPROVED 2024 PROPOSED UTILITY BUDGETS

The board then discussed the recommendation to raise water/sewer rates in the last quarter of 2024 or the first quarter of 2025 to keep up with increases in operational expenses and DNR testing requirements. The last water increase was 12/30/2020 and last sewer increase was 1/1/2019. Motion by Schneider, second by Baroun to apply to the Public Service Commission for a Simplified Rate Case for a 3% increase and to increase for sewer rates effective at the same time with rates to be determined after further financial review midyear of 2024. Motion carried.

APPROVED PLAN TO IMPLEMENT WATER AND SEWER RATE INCREASE EFFECTIVE LATE 2024/EARLY 2025

The board reviewed the renewal of auto, liability, public official's errors & omissions, workers compensation, crime, no-fault sewer back up, and property insurance coverages with the League of Wisconsin Municipalities Mutual Insurance for all Village departments. The total 2024 renewal premium is \$53,391. Bruckner noted the premium will be slightly less as the new dugouts/bleacher bases were inadvertently added to the policy twice. The policy and will be corrected and premium will be adjusted. Motion by Schwoerer, second by Bartelme to renew all coverages with LWMMI effective 1/1/2024. Motion carried.

APPROVED TO RENEW INSURANCE POLICY FOR 2024 WITH LWMMI

Motion by Bartelme, second by Baroun to approve Resolution 2023-6, Appointment of 2024 & 2025 election officials for the Village of Valders. Motion carried. All election officials have or will be attending required training prior to working any election for the new two-year election term.

APPROVED RES 2023-6 APPOINTMENT OF ELECTION OFFICIALS

12/04/2023 MINUTES

The Board was apprised of the notification received on 11/14/23 of the immediate resignation from part-time administrative assistant Jan Graunke, who accepted a full-time position with another employer. The board then discussed at length that this part-time position could evolve into a full-time position dependent upon the future retirement plans of Bruckner. Bruckner stated this will not be for a minimum of three to five years. Schneider stated it will take a minimum of two years to fully train a new Clerk/Treasurer which has no previous experience in this specific field. Motion by Schneider, second by Sabel to post and place an ad in the Valders Journal 12/14 & 12/28 issues with an application deadline of 1/3/24 for a part-time Administrative Assistant. The position will be for 10-20 hours a week with varied days and hours at a rate of \$15 per hour. Motion carried. Applications will be reviewed in January.

RESIGNATION OF PART
TIME ADMINISTRATIVE
ASSISTANT

APPROVED TO POST
FOR THE POSITION

The board reviewed the proposed 2024 TID Budget & Balance Sheet Projections as prepared by Bruckner. Motion by Schneider, second by Bartelme to approve as presented. Motion carried.

2024 TID BUDGET &
BALANCE SHEET
PROJECTIONS

Motion by Sabel, second by Bartelme to adjourn meeting at 8:27PM. Motion carried.

MEETING ADJOURNED

Respectfully submitted,
VILLAGE OF VALDERS

Lori Bruckner
Village Clerk/Treasurer

12/04/2023 MINUTES