

**VILLAGE OF ELLSWORTH BOARD MEETING**  
**February 6, 2023 6:00pm**  
**130 N. Chestnut St. Lower Level Boardroom (East Rear Entrance)**

**Members Present:** President Beissel, Trustees A. Borner, D. Hines, T. Hines, Austin and Neeley.

**Staff Present:** Public Works Director Brad Vick, Library Director Tiffany Meyer, Chief of Police

**Administrator/Clerk-Treasurer Brad Roy**

**Others attending:** Jon Strand – cbs<sup>2</sup>, Kim Beebe, Paul Bauer, Raynee Farrell, Todd Dolan, Sean Hall, Tricia McGrath, Jennifer Funk, DeAnn Peterson, Chris Whelan, and others

**MINUTES**

1. **Meeting called to order at 6pm by President Beissel.**

**The Pledge of Allegiance to the Flag was recited.**

2. **Approval of minutes – 1/3. MSC Borner/Austin** to approve the minutes. No further discussion. **Unanimous.**
3. **Approve payments and deposits. MSC Austin/ T. Hines** to approve payments and deposits. No further discussion. **Unanimous.**
4. **Public comment on non-agenda items.** Kim Beebe with the Ellsworth Chamber of Commerce praised the new Public Library and all the benefits. Mindy Anderson noted that there will be a walk in Cairns Woods on February 18<sup>th</sup>. Building Inspector Todd Dolan discussed his role.
5. **Approve Resolution 2023-2 declaring official intent to reimburse expenditures from proceeds of borrowing for the sanitary sewer, watermain, storm sewer and street reconstruction of Grant Street, Piety Street, Strickland Street, Woodworth Street, and connecting streets.** Jon Strand with CBS Squared discussed the project and the application. **MSC Borner/Austin** to approve Resolution 2023-2. No further discussion. **Unanimous.**
6. **Approve Resolution 2023-3 to authorize a representative to file applications for financial assistance from State of Wisconsin Environmental Improvement Fund.** Jon Strand with CBS Squared explained the Resolution. **MSC Borner/Austin** to approve Resolution 2023-3. Trustee D. Hines discussed the project for the audience noting the need, timeline and the \$5.3 million price. **Unanimous.**
7. **Discuss/Approve CBS Squared agreement for \$44,640 for services to complete the former school demolition project.** President Beissel discussed the scope of work for CBS Squared and that this will allow the Village to apply for a Site Assessment Grant for demolition of the building. **MSC D. Hines/Neeley** to approve the agreement with CBS Squared and to use Village ARPA funds to pay for the services. Trustee Borner discussed the scope of work. Trustee T. Hines questioned if any additional costs would be incurred. Administrator/Clerk-Treasurer Roy discussed 3<sup>rd</sup> Party Consultants. Trustee T. Hines had questions about demolition of the building. **Unanimous.**
8. **Approve Resolution 2023-4 to designate the one-way portion of Chestnut Street as a two-way street. MSC Austin/T. Hines** to approve Resolution 2023-4. No further discussion. **Unanimous.**

9. **Discuss/Approve Change Order for Pember total of \$4,474.10 replacing 2" water shut off on Kinne St project.** Public Works Director Vick presented the request and the need. It was originally believed that there was a 1" line and when the work started it was determined that it was a 2" line. **MSC D. Hines/T. Hines** to approve the Change Order for Pember. **Unanimous.**
10. **Discuss/Approve WRWA Conference in Lacrosse April 4-7 Water Credits for PWD Vick.** Public Works Director Vick presented the conference and his certifications. **MSC Borner/Austin** to approve the WRWA Conference for PWD Vick. **Unanimous.**
11. **Discuss/Approve Payment of \$175,810.00 to McQueen for D45 Snowblower.** PWD Vick discussed that this was a budgeted purchase. **MSC D. Hines/Austin** to approve the payment. **Unanimous.**
12. **Discuss/Approve Davy Engineering agreement of \$7,500.00 to work on Sewer Ordinances.** PWD Vick presented the need for ordinance updates, chlorides and industrial rates. **MSC Borner/Austin** to approve the agreement. **Unanimous.**
13. **Discuss and Approve Market & Johnson January invoices for 388 W. Main Street.** Library Director Meyer discussed the exact breakdown between the scheduled remodel and boiler insurance damage work. Insurance payments for the boiler replacements were discussed. **MSC Anderson/Neeley** to approve the January invoices. **Unanimous.**
14. **Updates on Change Order Requests for New Library Project.** No action taken.
15. **Discuss/Approve Salary and Labor Committee hiring authority.** Administrator/Clerk-Treasurer Roy presented that there are four open positions that are needed. Giving authority to Salary and Labor Committee will speed up the hiring process. T. Hines believes the full board should do the hiring. Austin discussed that trustees can still sit in on the interviews and thinks this would be good for these open positions. This authority is only for the four currently open positions. **MSC Austin/Borner** to approve Salary and Labor Committee having hiring authority for the four open positions. **Unanimous.**
16. **Accept resignation of Angie Whelan from the Library Board.** **MSC Borner/Austin** to accept the resignation. **Unanimous.**
17. **Accept appointment of Henri Jansa on the Library Board.** **MSC Anderson/Neeley** to accept the appointment. **Unanimous.**
18. **President's Report.** President Beissel presented her report detailing the Village website, vacant properties, Vibrant Spaces Grant, presenting at the high school, and Village communications.
19. **Committee/Commission meeting reports/recommendations.**
  - a. **TID Joint Review Board**
  - b. **Plan Commission**
    - January 31<sup>st</sup> meeting minutes were reviewed.
    - Certified Survey Map for Gary Leonard. Proposed LOT 1, part of the SW ¼ of the SE ¼ of Section 30, Township 26 North, Range 17 West, Town of Ellsworth, Pierce County, Wisconsin, containing 2.7993 acres. Part of Parcel #006-01094-0700 **MSC Borner/Austin** to approve the CSM for Gary Leonard. **Unanimous.**
    - Certified Survey Map for Kyle Olson. Proposed LOT 1, part of the NE ¼ of the NE ¼ of Section 32, Township 26 North, Range 17 West, Town of Ellsworth, Pierce County, Wisconsin, containing 5.0658 acres. Part of Parcel #006-01098-0100

**MSC Borner/T. Hines** to approve the CSM for Kyle Olson. **Unanimous.**

**c. Board of Appeals**

**d. Board of Review**

**e. ETZ**

**f. Water and Sewer**

- The 1/3/2023 minutes were reviewed.
- Discuss/Approve Removal of special assessment for Pierce County LS.

**MSC Borner/T. Hines** to approve the removal of the special assessment for the Pierce County Lift Station. **Motion passed with five in favor and D. Hines abstaining.**

**g. Street & Sidewalk**

- Application for Street Use Permit June 21<sup>st</sup> 8:00 a.m. to June 25<sup>th</sup> 6:00 p.m. for all of Crosscut, all of Wall St., All of Broadway (Lane for emergency vehicles included) alley way East of Associated Bank for approximately 15,000-20,000 people, concessions, vendors and music for the Annual Ellsworth Cheese Curd Festival.

Public Comment: Prior to public comment President Beissel noted that the Village Board does not have the authority to move the festival to another location. Kim Beebe, Ellsworth Chamber of Commerce, presented the application and the recent history of the event. She stated that there have been communications with police, ambulance and fire regarding safety plans. The event has an anticipated attendance of 20,000 to 30,000. Tricia McGrath presented concerns that the festival is too large for the space, which presents safety concerns, ADA issues, and inconveniences for nearby residents. DeAnn Peterson agreed with McGrath's comments regarding safety and also presented concerns about traffic and safety in the area. Sean Hall spoke about his experience volunteering at the event last year and concerns about the parking around the business and the residential parking area. Chris Whelan spoke in favor of the event and the economic impact in the area and believes that space is adequate for the event. Kim Beebe responded that there are risks involved when planning community events. Trustee D. Hines commented about other large events that he has been involved with and that are successful even though there are risks present. **MSC D. Hines/Borner** to approve the Street Use Permit for the Ellsworth Cheese Curd Festival. Sean Hall questioned the parking along East End Park. Handicap parking was further discussed. **Motion passed with five in favor and one opposed (Austin).**

**h. Salary and Labor**

**i. Parks, Recreation, & Development**

**j. Finance, Purchasing, Buildings**

**k. Public Safety**

**l. Health, License, Welfare**

- Application for Temporary Class "B"/ "Class B" Retailer's License: Ellsworth Fire Services Assoc. for March 25, 2023 Annual Chicken Feed Fundraiser located at 427 W. Spruce St. **MSC Borner/Anderson** to approve the application. **Unanimous.**
- Application for Temporary Class "B"/ "Class B" Retailer's License: Ellsworth Area Chamber of Commerce for June 23<sup>rd</sup> through June 24<sup>th</sup>, 2023, for the Annual Ellsworth Cheese Curd Festival located at all of Cross Cut St., all of Wall St., all of Broadway St., East End park, Associated Bank Parking Lot, Alley East of Associated Bank, Pavilions and Log Cabin in East End Park. **MSC Borner/Neeley** to approve the application. **Motion passed with four in favor and two opposed (Austin and T. Hines).**
- Street Dance License Application for Ellsworth Area Chamber of Commerce for license period of 06/21/2023 from 3:00 p.m. to 10:00 p.m., 06/22/2023 from 8:00 to 10 p.m., 06/23/2023 from 8:00 a.m. to 11:45 p.m., 06/24/2023 from 06:00 a.m. to 11:45 p.m. and 06/25/2023 from 8:00 a.m. to 6:00 p.m. at the Annual Ellsworth Cheese Curd Festival, concessions, music, merchant vendors. **MSC D. Hines/Neeley**

to approve the application. **Motion passed with four in favor and two opposed (Austin and T. Hines).**

- m. **Solid Waste, Cable TV, Special Committee**
    - The 1/3/2023 minutes were reviewed.
  - n. **Cemetery**
  - o. **Community Development Authority**
    - The 1/19/2023 minutes were reviewed.
- 20. Department Head Reports: Department activity/update**
- a. **Chief of Police Ladwig presented his report.**
  - b. **Director of Public Works Vick presented his report.**
  - c. **Administrator/Clerk/Treasurer Office Roy presented his report.**
  - d. **Library Director Meyer presented her report.**
- 21. Adjournment. MSC Austin/T. Hines to adjourn. Unanimous.**

**Respectfully submitted by Brad Roy, Administrator/Clerk-Treasurer**