

**VILLAGE OF ELLSWORTH BOARD MEETING**  
**April 3, 2023 6:00pm**  
**130 N. Chestnut St. Lower Level Boardroom (East Rear Entrance)**

**Members Present:** President Beissel, Trustees T. Hines, Anderson, Neeley, D. Hines and Borner.  
**Staff Present:** Chief of Police Ladwig, Library Director Meyer, and Administrator/Clerk-Treasurer Brad Roy

**Others attending:** Dale Auckland, Gwen Swanson, Karen Meyer, Kim Beebe; Sarah Nigbor (Press) and one other via zoom.

**MINUTES**

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

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

- 2. Approval of minutes – 3/6.** Trustee D. Hines noted a correction to make to item number 5. **MSC Austin/T. Hines** to approve the minutes. No further discussion. **Unanimous.**
- 3. Approve payments and deposits. MSC Borner/Austin** to approve payments and deposits. No further discussion. **Unanimous.**
- 4. Public comment on non-agenda items.** Gwen Swanson presented concerns about the enforcement of the Covenants of the Crossing Meadows subdivision. She also questioned the ongoing maintenance of the road features in the subdivision and the ordinance enforcement in the Village. Attorney Loberg responded that the Village does not enforce covenants and they are the responsibility of the subdivision. Chief Ladwig explained the ordinance enforcement process in the Village.
- 5. National Library Week Proclamation was read by President Beissel.**
- 6. Discuss and Approve Market & Johnson March invoices for 388 W. Main Street. MSC Austin/D. Hines** to approve the payment of March invoices. No further discussion. **Unanimous.**
- 7. Updates on Change Order Requests for New Library Project.** No action taken.
- 8. Discuss/Approve Building Ground Maintenance position.** The position was presented. It was approved by the Salary and Labor Committee on March 16. **MSC Austin/ Borner** to approve the Building and Grounds Maintenance position. No further discussion. **Unanimous.**
- 9. Discuss/Approve Facility Attendant position.** The position was presented, this will combine the Yard Waste Site attendant and the Ice Rink attendant into one position. It was approved by the Salary and Labor Committee on March 16. **MSC Austin/T. Hines** to approve the Facility Attendant position. No further discussion. **Unanimous.**
- 10. Discuss/Approve Public Works Department Mutual Aid Rates for 2023.** The Mutual Aid Rates were presented for when Public Works assists other municipalities. It was discussed how and when the Public Works Department uses the fees. **MSC D. Hines/Neeley** to approve the Public Works Department Mutual Aid Rates. No further discussion. **Unanimous.**
- 11. Discuss/Approve purchase of asphalt mixer hot box for \$1000.00.** The asphalt mixer and the savings that will likely occur compared to renting was discussed. **MSC Austin/T. Hines** to approve the purchase of the asphalt mixer hot box. No further discussion. **Unanimous.**

- 12. Discuss/Approve payment to Quality Systems Flow for \$27,860.00 completing work on Crest Lane Lift Station. . MSC D. Hines/Austin** to approve the payment to Quality Systems Flow for \$27,860.00. The board discussed the project. **Unanimous.**
- 13. Ellsworth Senior Grad Night Donation Request.** The request was presented. It was discussed that historically the Village has donated \$200. The board discussed possibly donating to another cause in the future. **MSC Austin/Neeley** to approve a \$200 donation to the Ellsworth Senior Grad Night. No further discussion. **Unanimous.**
- 14. Cheese Curd Festival Donation Request.** Kim Beebe from the Chamber of Commerce presented the request and how the money has helped in the past. It was discussed that historically the Village has donated \$1000. **MSC Austin/Neeley** to approve a \$1000 donation to the Cheese Curd Festival. No further discussion. **Unanimous.**
- 15. Set Board of Review and Open Book Date.** The Board discussed possible dates. **MSC Borner/T. Hines** to schedule Open Book on May 3<sup>rd</sup> and Board of Review on May 10<sup>th</sup>. No further discussion. **Unanimous.**
- 16. Discuss/Approve contract with Mississippi River Regional Planning Commission for the Outdoor Recreation Plan.** The Outdoor Recreation Plan development, process, and fee was discussed. **MSC Austin/Anderson** to approve the contract with Mississippi River Regional Planning Commission for the Outdoor Recreation Plan. No further discussion. **Unanimous.**
- 17. President's Report.** President Beissel presented her report.
- 18. Committee/Commission meeting reports/recommendations.**
  - a. **TID Joint Review Board**
  - b. **Plan Commission**
    - The 3/30/2023 minutes were reviewed.
  - c. **Board of Appeals**
  - d. **Board of Review**
  - e. **ETZ**
  - f. **Water and Sewer**
  - g. **Street & Sidewalk**
  - h. **Salary and Labor**
    - The 3/16/2023 minutes were reviewed.
  - i. **Parks, Recreation, & Development**
    - The 3/14/2023 minutes were reviewed.
  - j. **Finance, Purchasing, Buildings**
  - k. **Public Safety**
  - l. **Health, License, Welfare**
    - The 3/6/2023 minutes were reviewed.
  - m. **Solid Waste, Cable TV, Special Committee**
  - n. **Cemetery**
  - o. **Community Development Authority**
    - The 3/16/2023 minutes were reviewed.
- 19. Department Head Reports:** Department activity/update
  - a. **Chief of Police presented his report.**
  - b. **Director of Public Works report was provided.**
  - c. **Administrator/Clerk/Treasurer presented his report.**
  - d. **Library Director presented her report.**
- 20. MSC D. Hines/Anderson** to adjourn to closed session pursuant to Wisconsin Statutes, Section 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of

public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. **Unanimous after roll call vote.**

**Crossing Meadows purchase offers**

**MSC Austin/T. Hines** to reconvene into open session to take or announce action, if any and if appropriate, and to consider other agenda items. **Unanimous after roll call vote.** No action taken.

**21. Adjournment. MSC Anderson/Austin** to adjourn. **Unanimous.**

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