

**VILLAGE OF ELLSWORTH BOARD MEETING**  
**May 1, 2023 6:00pm**  
**130 N. Chestnut St. Lower Level Boardroom (East Rear Entrance)**

**Members Present:** President Pro-tem Borner, Trustees Bench, Anderson, Neeley, Schutz and Hines.  
**Staff Present:** Administrator/Clerk-Treasurer Brad Roy, Library Director Meyer via zoom

**MINUTES**

- 1. Meeting called to order at 6pm by President Pro-tem Borner.**
- 2. The Pledge of Allegiance to the Flag was recited.**
- 3. Approval of minutes – 4/3 and 4/18. MSC Hines/Neeley to approve the minutes. No further discussion. Unanimous.**
- 4. Approve payments and deposits. MSC Hines/Schutz to approve payments and deposits. No further discussion. Unanimous.**
- 5. Public comment on non-agenda items.** Sean Hall presented concerns regarding the ability of the public to access Old Junior High
- 6. Discuss/Approve Village of Ellsworth Board Manual.** The Board Manual was presented as well as the Social Media Policy. Some minor typos were identified and directed to be corrected. **MSC Bench/Neeley to approve the Board Manual. No further discussion. Unanimous.**
- 7. Discuss/Approve amendment to Chapter 46.16, Zoning regarding unattached garages in the ETZ.** The ordinance was presented detailing the new size limitations, based on lot sizes, for unattached garages in the ETZ. **MSC Hines/Neeley to approve the ordinance update for unattached garages in the ETZ. No further discussion. Unanimous.**
- 8. Discuss/Approve application for a Street Use Permit for the Ellsworth Fire Association parade on August 13, 2023 11:00 am to 3:00 pm, on Chestnut, W Woodworth and Grant Streets. MSC Bench/Schutz to approve the Street Use Permit. No further discussion. Unanimous.**
- 9. Discuss/Approve application for a Street Use Permit for the Ellsworth Farmer's Market on Thursdays, June 1st through September 28<sup>th</sup>, 11:00 am to 3:00 pm, on N Crosscut Ave from Wall St to Hwy 10, for vendors and food trucks. MSC Hines/Anderson to approve the Street Use Permit. No further discussion. Unanimous.**
- 10. Discuss/Approve application for a Street Use Permit for the American Legion Post 204 for a Memorial Day parade on May 29, 2023 9:45 am to 10:10 am, parade route on Oak St., Main St., Chestnut St, and Hillcrest St. MSC Schutz/Hines to approve the Street Use Permit. No further discussion. Unanimous.**
- 11. Application for Temporary Class "B"/ "Class B" Retailer's License: Pierce County Fair on August 10<sup>th</sup>, 2023, 9:00 am to 9:00 pm for the Wine and Beer judging, located at Home Economics Building 364 North Maple St. MSC Bench/Anderson to approve the Temporary Class "B" License. No further discussion. Unanimous.**
- 12. Application for Temporary Class "B"/ "Class B" Retailer's License: Pierce County Fair on August 10<sup>th</sup>, 2023, 12:00 pm to 10:00 pm, August 11<sup>th</sup> and 12<sup>th</sup>, 2023, 12:00 pm to 11:00 pm, August 13<sup>th</sup>, 2023, 12:00 pm to 4:00 pm, at the Pierce County Fair Grandstand seating area and Beer Garden located at 364 North Maple St. MSC Hines/Neeley to approve the Temporary Class "B" License. No further discussion. Unanimous.**

13. **Application for Temporary Class “B”/ “Class B” Retailer’s License: Pierce County Fair on July 28<sup>th</sup>, 2023, 5:00 pm to 12:00 am for the Pre-fair Chris Kroeze Concert located at the Pierce County Fairgrounds 364 North Maple St. MSC Bench/Hines to approve the Temporary Class “B” License. No further discussion. Unanimous.**
14. **Discuss/Approve application for a Temporary “Class B” Premise Extension Permit for Just Ka’s at 325 W. Main Street, Friday June 9<sup>th</sup> at 11:00 am to Sunday June 11<sup>th</sup> at 5 pm. MSC Bench/Anderson to approve the Temporary Class “B” Premise Extension Permit. No further discussion. Unanimous.**
15. **Accept resignation of Katy Melstrom from the Community Development Authority. MSC Anderson/Neeley to accept the resignation. No further discussion. Unanimous.**
16. **Approve appointment of Dale Hines and Kaydi Sobottka on the Community Development Authority. MSC Anderson/Neeley to accept the appointments. No further discussion. Unanimous.**
17. **President’s Report.** The President’s report was presented.
18. **Committee/Commission meeting reports/recommendations.**
  - a. **ETZ**
    - The 4/13/2023 minutes were reviewed.
  - b. **Salary and Labor**
    - The 4/26/2023 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 Bench/Anderson to adjourn to closed session pursuant to Wisconsin Statutes, Section 19.85(1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and to consider employment matters.**

Approve the Deputy Treasurer hire.

The board will remain in 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.

Crossing Meadows purchase offer.

**Unanimous after roll call vote.**

**MSC Schutz/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.**

**MSC Neeley/Hines** to offer candidate #1 at the starting payrate level pending reference and background checks. Alternate is Candidate #3.

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

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