

**VILLAGE OF ELLSWORTH BOARD MEETING
September 13, 2021 7:00 p.m.**

130 N. Chestnut St. Lower Level Boardroom (East Rear Entrance)

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Minutes

1. Call to Order at 7:00 p.m. by Village President Rebecca Beissel

Members Present: Trustees Lance Austin, Michael J. Steele, Scott Feuerhelm, Dale Hines, Mindy Anderson and Andrew Borner

Staff Present: Village Administrator/Clerk-Treasurer Stewart, Eric Ladwig and Tiffany Meyer

Others Present: Village Attorney Bob Loberg, eight in person audience members, and virtual Zoom meeting participants

Pledge of Allegiance to the Flag was recited.

10-minute discussion limit on all agenda and non-agenda items per Roberts Rules of Order, the Village Board may suspend this rule if deemed necessary, no board action may be taken on non-agenda items

2. Approval of minutes – 08-02-2021, 08-27-2021 & 08-31-2021: MSC Feuerhelm/Austin to approve the August 2nd, August 27th, and August 31st minutes. **Motion Rescinded.** The Village Board discussed rescinding the motion made at the August 2nd meeting regarding the Headhunter. **MSC Steele/Austin** to rescind the motion to hire a headhunter for the Village Public Works Director position. **Unanimous.** The Administrator/Clerk-Treasurer was directed to add the rescinded motion to the August 2nd meeting minutes. **MSC Feuerhelm/Austin** to approve the 08-02, 08-27 and 08-31 minutes with the adjustments made. **Unanimous.**

3. Approve payments and deposits: MSC Hines/Steele to approve them as presented. Unanimous.

4. Public comment on non-agenda items: None

5. Ayres Associates Inc. proposal of work for the WEDC Grant: This item was tabled until the Finance, Purchasing and Buildings committee report. **MS Steele/Anderson** to request the extension to the WEDC Grant. **Motion Amended Steele/Anderson** to add authorizing Ayres to do the work. **Unanimous.**

6. Village Ordinance #692 an Ordinance amending Section 7.085 of the General Code of the Village of Ellsworth: **MS Hines/Borner** move that from committee move on that ATV ordinance. **Motion Amended Hines/Borner** to approve that ordinance as it is presented 692 amending section 7.085. **Unanimous.** Trustee Hines asked that at the next committee meeting discuss opening all village streets for ATV use.

7. Ellsworth E3 CDC Painted Planter Project Phase 2: Village President Beissel expressed her concerns over the project. Items discussed were that the first phase of the planters has not been tested against weather conditions and with the Village undertaking future design plans that the project could be out of order. Beissel wanted to make it clear that once the design plans are completed that the planters could be replaced with new ones. Madelyn Hardy reviewed the proposed design plans. Kayleen Jakes spoke in support of the project, artistic freedom and that the project would help the planters stand out. Angie Whelan also spoke in support of the project and that public art is meant to incorporate community participation. Whelan informed the board that Madelyn is a senior and participated in the first phase of the project and that she would like to see Madelyn be able to complete the second phase at the Day of Service. Anne Pechacek explained what the Day of Service was. **MSC Feuerhelm/Hines** to permit phase 2 of this with the four planters at Midtown. **Unanimous.**

8. 2021 Pavement Rating & Local Road Certification: The Village Board asked that Administrator/Clerk-Treasurer Stewart bring back a plan.

9. Resolution 2021-10: Resolution of Village of Ellsworth Designating Representative for the West Central Wisconsin Biosolids Facility: **MSC Hines/Austin** that we approve and appoint Greg Engeset to that position. **Unanimous.**

10. Committee/Commission meeting reports/recommendations:

A. Plan Commission

- Reviewed the 09-13-2021 meeting minutes.
- Review and approval of the Brad and Robin Holstrum Certified Survey Map, Town of Ellsworth, which falls into the Extraterritorial Subdivision and Platting Boundary of the Village of Ellsworth on the following property: Part of the Southwest ¼ of the Southeast ¼ of Section 6, Township 26 North, Range 17 West, Town of Ellsworth, Pierce County, WI: **MSC Hines/Feuerhelm** move to approve. **Unanimous.** The Village Board discussed that this just approved the CSM not a building on the property.

B. Board of Appeals

C. ETZ

D. Water and Sewer

- Reviewed the 08-26-2021 meeting minutes.
- Water supply to new library building located at 388 W. Main Street: Jon Strand from CBS Squared, Inc. explained the two options for water supply to the building. Option one discussed

was getting access from Highway 10. Option two discussed was Kinne Street. Strand informed the board that three flow tests were done on Kinne Street and that it has low flow results. Strand stated that a possible alternative was getting the work done with the Main Street project. The water project cost is unknown, but Strand felt it could be done in conjunction with the Main Street project. **MSC Feuerhelm/Austin** to allow CBS to move forward with bringing the pipe in from Main Street into the new library building. **Unanimous.**

E. Street & Sidewalk

F. Salary and Labor

- Reviewed the 08-09-2021 and 08-30-2021 meeting minutes.
- Public Works Director Position: Administrator/Clerk-Treasurer provided an update that interviews would be on September 22nd.
- Full-Time Police Officer position: **MSC Hines/Feuerhelm** that we move forward with the full-time office position. **Unanimous.**
- Authorizing WRS benefit to part-time office assistant: **MSC Feuerhelm/Austin** to grant the part-time office assistant in the administrative office WRS. **Unanimous.**
- Health Insurance Co-Pay Payout: **MSC Hines/Borner** that we take care of the payout on the health insurance claim. **Unanimous.** The amount of the payout will be \$2,479.42.

G. Parks, Recreation, & Development

H. Finance, Purchasing, Buildings

- Reviewed the 08-31-2021 meeting minutes.
- Expenditures at 388 W Main Street: Administrator/Clerk-Treasurer Stewart updated the board that the Library Board decided to have utilities be taken out of the library budget versus the Library Building Fund.
- 388 W Main Street Library Project
 - Final Design Plans: **MSC Steele/Hines** to have Ayres amend their bid to have the low voltage and the security system added to that bid. **Unanimous.**
 - Project Manager: No action taken.
 - Project Schedule: Administrator/Clerk-Treasurer Stewart will be contacting Jon Strand and Jodi Nelson to ask them to work together to figure out the updated design and bidding items for the project.
 - Payment Schedule and/or Procedure: No action taken.
 - AIA Contract with Ayres Associates Inc.: No action taken.
- Contents left within the building at 388 W Main Street: Library Director Meyer informed the board that Hines Auction Service was willing to do an auction and waive the seller's fee. **MSC Steele/Austin** to proceed with Hines Auction getting rid of the unused items and that Nicole and Tiffany can decide what they can't sell. **Unanimous.**

I. **Public Safety:** Trustee Hines informed that the board that the per capita could be raised by \$5,000 for the village portion.

J. Health, License, Welfare

- Reviewed the 09-09-2021 meeting minutes.
- Approve Temporary Class "B"/ "Class B" Retailer's License
 - Friends of the Ellsworth Public Library Inc. Temporary Class "B"/"Class B" Retailer's License for the Ellsworth Public Library Gala at 388 W. Main Street on 10/23/2021: **MSC Hines/Austin** to approve that application for the library gala as its stated. **Unanimous.**

-Special Event Dance License Application for Friends of the Ellsworth Public Library Inc. for license period of 10/23/2021 from 8:00 a.m. to 10:00 p.m. at 388 W Main Street Ellsworth, WI 54011: **MSC** Hines/Steele to approve the application as presented. **Unanimous**.

- "Class B" Premise Extension Permit for Just Ka's at 325 W. Main Street Ellsworth, WI 54011. The request is for October 15, 2021, at 11:00 a.m. through October 17, 2021, at 5:00 p.m.: **MS** Feuerhelm/Borner to approve the "Class B" permit for Just Ka's for their ten years plus one celebration October 15th through October 17th. **Motion amended** Feuerhelm/Borner to approve adding Premise Extension to the motion after "Class B". **Unanimous**.

- Application for Cigarette and Tobacco Products Retail License

- Cigarette and Tobacco Product Retail License application from Tobacco Outlet & Vape Outlet Plus located at 121 W. Main Street Ellsworth, WI 54011 for licensing period of 09-14-2021 through 06-30-2022: No action was taken by the Village Board to allow for the application to be fixed. A representative for the business was present at the meeting to answer the village board's questions.

K. Solid Waste, Cable TV, Special Committee

L. Cemetery

M. Community Development Authority

- Reviewed 08-19-2021 meeting minutes. Trustee Feuerhelm informed the board that the CDA made a motion to have Stewart draft a letter for the possible blight project in the Village. **MSC** Borner/Anderson for Nicole to finish that contact with them. **Unanimous**.

11. Department Head Reports: Department activity/update

- A. Chief of Police Ladwig reviewed submitted monthly report.**
- B. Interim Director of Public Works was not at the meeting.**
- C. Administrator-Clerk/Treas. Stewart reviewed submitted monthly report.**
- D. Library Director Meyer reviewed submitted monthly report.**

MSC Feuerhelm/Borner to go into closed session pursuant to Wisconsin Statutes, Section 19.85(1)(g) conferring with counsel. Conferring with legal counsel who either orally or in writing will advise governmental body on strategy to be adopted with respect to current or likely litigation. **Unanimous** after a roll call vote.

12. Closed Session: The Village Board adjourned to closed session pursuant to Wisconsin Statutes, Section 19.85(1)(g) conferring with counsel. Conferring with legal counsel who either orally or in writing will advise governmental body on strategy to be adopted with respect to current or likely litigation. The legal consultation will be on the property located at 245 S. Broadway Street.

MSC Hines/Steele to go into open session. **Unanimous** after a roll call vote.

Meeting reconvened into open session to take or announce action, if any and if appropriate, and to consider other agenda items.

13. Adjournment: MSC Borner/Steele to adjourn. **Unanimous**.

Respectfully submitted by Nicole Stewart Administrator/Clerk-Treasurer