

August 6, 2018

**DENMARK VILLAGE BOARD
MONDAY, AUGUST 6 2018
4:30 P.M., DENMARK VILLAGE HALL**

CALL TO ORDER

President Mleziva called the meeting to order at 4:30 p.m.

ROLL CALL

Present: Susan Selner, Vince Wertel, Mary Jo Bielinski, Leah Goral, Deb Kralovetz, Gregory Mleziva

Excused: Paul Hargarten

Officials Present: Clerk Sherri Konkol, Treasurer Kim Coogle, Director of Public Works Erika Sisel, Building Inspector Ralph Witte, DEO's Dan Delebreau and Nick Olmsted

REMARKS/COMMENTS FROM THE VILLAGE PRESIDENT

President Mleziva welcomed all present. He recapped the rules of an open meeting, and explained the only opportunity for the public to speak at the meeting is if they are a pre-registered citizen to discuss an agenda topic. Unless the rules of the meeting get suspended, the public cannot speak during the meeting.

PREREGISTERED CITIZENS TO BE HEARD

- **Kent Peterson**, representing the Denmark Lions Club is requesting where the fill was brought in at the bottom of the hill be leveled off close to grade, and the Village bring in 3 inches of topsoil. The Lions will then re-seed that stretch to give tractors more room while pulling. Peterson stated the Lions would also like to put in a light at the 325 foot mark of the pulling track. A portable light is used now, but the Lions are requesting a permanent light be installed that can stay lit.

President Mleziva explained to Peterson that The Lions should discuss any projects that are being done in the park with the Village and the Veterans prior to starting. Mleziva stated that neither the Village nor the Veterans knew anything about the fill that was being placed at the bottom of the hill, and it should have been discussed with both parties prior to being done.

Mleziva asked Sisel to call Kent and discuss what exactly needs to be done.

- **Vicki Vogt**, 5455 North Avenue, lives in a home on North Avenue, and there is a home being built by Radue Homes on the lot to the west of her residence. Vogt has been communicating with the Building Inspector regarding potential drainage issues since July 5 and on July 18 Witte sent an email back stating he was waiting on site plans from Radue. On July 30 there was a rainstorm and Vogt did have a problem. Witte was in the village on the afternoon of July 30 and stopped by Vogt's residence. Vogt stated there was a problem during the rainstorm on July 30, as she had muddy water puddled all over her yard. Vogt stated her son

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lives in Daybreak Estates and also has drainage problems; so much so he had to re-do his back yard. This is having a negative impact on her property. Vogt also stated there is a dumpster at the end of the driveway on the same property where the home is being built that is a safety hazard. Vogt stated when backing out of her driveway, she can't see anything with the dumpster there.

Witte stated he issued an order to stop work if they didn't provide a drainage plan. They did provide a plan, and Witte negated the stop work order. Witte will talk with the developer about the dumpster being a safety hazard.

Vogt's son Andy Vogt asked if elevations could be added to the site plan. Witte will talk with Radue's to have elevations added.

Vogt stated communication with the Village started on July 5 and it is now August 6. Vogt feels more than a swale is needed to prevent the drainage from coming on to her property. She feels it is not her responsibility to fix something she didn't cause. Vogt stated there is not proper drainage there and feels a swale should be put in behind all of the homes along North Avenue and the water should be run down to Woodrow.

President Mleziva told Vogt staff will keep her updated on the project, and if she has any questions to call the Village Hall.

APPROVE CONSENT AGENDA. ALL ITEMS UNDER THE CONSENT AGENDA ARE CONSIDERED ROUTINE AND WILL BE ENACTED UPON BY ONE (1) MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THESE ITEMS UNLESS A TRUSTEE SO REQUESTS, IN WHICH EVENT THE ITEM WILL BE REMOVED AND PUT ON THE REGULAR AGENDA AS DESIGNATED BY THE VILLAGE PRESIDENT

Wertel/Bielinski moved to:

a. Approve Special Village Board minutes May 29, 2018

Approve Village Board minutes July 2, 2018

Motion carried.

BOARD APPROVAL OF MONTHLY DISBURSEMENTS

Selner/Bielinski moved to approve the monthly disbursements as presented.

Motion carried.

REPORT OF VILLAGE OFFICIALS

Delebreau

- Lions weekend was held with minimal complaints
- Lions weekend Sunday was a great day for a parade (there was one incident in the parade)
- Sat down with the Lions Club for thoughts on changes in the future for the parade
- Worked on a human trafficking report that was caught early as the victim's mother was keeping up on her child's social media

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- Reminding parents to keep track of what their children are accessing on social media
- Scams are a hot topic. Had an incident where someone sold something on Craigslist and was issued a fake check
- A resident was lighting fireworks on Wisconsin Avenue on July 4th and an unexploded firework was run over by a neighbor mowing his lawn. This could have been very dangerous and the neighbor is lucky nothing happened to him. Another unexploded firework was also found later on the same property.

Olmsted

- Asked if the Board would like someone from Brown County come in and do a presentation on Human Trafficking. The Board agreed this would be beneficial.
- Cleaning up the basement
- Compiling databases of information he needs for patrolling the Village

Witte

- Encouraged Vicki Vogt to come in to talk with the Board to stress good development agreements have to be in place to make sure the development is going to work
- Glad the Village is working toward a Comprehensive Plan update, as it is very important
Working on:
 - Pool/fence ordinance compliance
 - Property maintenance issues
 - Building ID numbers
 - Property line issues
 - Trees are going in on North Wall Street and the fence will follow.

Sisel

- Public Works garage – working on re-installing fence and wrapping up the project
- North Wall Street culvert replacement will be done by the County, message boards will be going up soon as to the date of closure of the road
- KB road project – demolition work will be bid out the end of August or beginning of September, deadline for demolition work will be December 15, 2018, utilities and round-about will be installed early next spring
- The Fire Department and SWAT team will be using the homes on DePere Road for training starting next week
- Asbestos inspections will also be done next week on the homes that are already vacated

Konkol

- Water shut off notices were mailed to residents that had an outstanding bill of \$200 or greater, and if not paid or a payment plan not made, their water will be shut off on Tuesday, August 14, 2018

President Mleziva

Mleziva gave an update on staff meetings that were happening

- Economic Development, met with a potential developer of a downtown property
- Met with the Lions Club regarding potential changes for the parade in the coming years
- Met with staff regarding road projects

PRESENTATION BY BROWN COUNTY PLANNING COMMISSION AND POSSIBLE BOARD DISCUSSION/ACTION OF BROWN COUNTY CONTRACT FOR PREPARATION OF COMPREHENSIVE PLAN UPDATE

President Mleziva shared with the board that he and staff met with Aaron Schuette from the Brown County Planning Commission a couple years ago for a Comprehensive Plan update. At the time we met, there were some budgeting concerns for the update to the Comprehensive Plan. The update was split and is currently budgeted for half in 2019 and half in 2020. Since that meeting Schuette has left Brown County, and staff recently met with Devin Yoder representing the Brown County Plan Commission. Mleziva turned the floor over to Yoder for his presentation.

Yoder introduced himself, as stated by Mleziva he works for the Brown County Planning Commission. Yoder is a Local Assistance Planner, and stated the Comprehensive Plan is an extra layer of protection for the Village for zoning and land use issues. What the Comprehensive Plan does is gives a legal basis on those issues. The Village Planning Commission will be the steering body of the Comprehensive Plan, and an update is required every 10 years by the Wisconsin Comprehensive Planning Law for any community that regulates the use of land to have a comprehensive plan in place that meets statutory requirements. The initial project meeting to start early in 2019, and completion anticipated in 2020.

Discussion:

- The process looks good
- The village needs to look to the future

Selner/Kralovetz moved to approve the contract with Brown County Planning Commission for preparation of the Village Comprehensive Plan update. Motion carried.

BOARD DISCUSSION/ACTION ON FINANCING OPTIONS

Mleziva explained this is an ongoing process and at this time there is not a package available to present to the Board.

COMMITTEE ASSIGNMENTS

The Board was presented with President Mleziva's committee assignments for the remainder of 2018. Due to 2 (two) resignations, some committee's needed to be reassigned.

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RESOLUTION 06-2018 RESOLUTION AUTHORIZING A POLICY FOR SPECIAL ASSESSMENTS

Sisel explained the resolution is authorizing a policy for special assessments to establish guidelines for the preparation of future special assessments and to promote the consistency in the levying of special assessments.

Wertel/Goral moved to approve Resolution 06-2018 authorizing a policy for special assessments. Motion carried.

BOARD DISCUSSION/ACTION ON SEPTEMBER MEETING DATE

Discussion was had regarding Board availability for the September meeting date. Due to the Labor Day Holiday, the Board agreed upon reassigning the September 3, regularly scheduled meeting to Monday, September 10.

ADJOURN

Wertel/Kralovetz moved to adjourn at 6:02 p.m. Motion carried.

Minutes submitted by Sherri Konkol, Village Clerk