

Denmark Village Board Minutes

January 5, 2009

6:30 PM

PUBLIC HEARING

On the proposed ordinance to create Chapter 24 of the Municipal Code relative to site plan design and review.

The hearing began at 6:31 p.m. County Planner Jon Monquin presented the proposed ordinance and the newly created code relative to site plan design and review. He reviewed the ordinance in great detail and covered the procedures, application requirements, site plan requirements, the review process, the criteria for reviews, variances and penalties for violations. A few questions pertaining to some sections of the proposed ordinance were asked and responded to by Monquin. Being there were no further comments/questions presented, the public hearing section of the Village Board meeting was closed by Village President Goral.

**Regular Agenda Items**

Village President Bob Goral called the Village Board meeting to order at 7:00 p.m.

Village President Goral noted that the Village Board will convene into closed session pursuant to Section 19.85 (1) ( c ) of the Wis. State Stats. Later in this meeting to review and discuss personnel issues related to the hiring of an individual for a current job opening.

Present: President Goral, Trustees Dvorak, Wotachek, Duescher, Sekora, Radue, Steinberger and Village Attorney Dennis Duffy. Also present: MiLissa Stipe-Clerk/Treasurer, Jim Bielinski, Milt Bielinski, Jon Montquin, Art Rademan, Chief Ron Towns, Rob Freeman, Jill Bussiere-The Denmark Tribune reporter, Shawn Kane, Steve Giese, Gordon Ellis and other citizens. Lawrence Lacenski called-in earlier to let the Village know that he would not be able to attend.

**Approval of Minutes**

Motion by Dan Dvorak second by Gerald Steinberger to approve the minutes of the December 1, 2008 Village Board meeting. All ayes. Motion carried.

**Posting of Legal Notices**

Village Attorney Duffy presented a resolution authorizing the procedures for the posting of legal notices. All proceedings of meetings are to be posted. Legal notices that cannot be posted and are required to be published by the Village shall be placed into the Green Bay Press-Gazette as the Village's official newspaper for publication of select legal notices.

Motion by Brandon Wotachek second by Bob Sekora to approve the resolution authorizing posting of legal notices and official newspaper for the Village. Ryan Radue abstained from voting. All ayes. Motion carried.

### **Ordinance to Create Chapter 24 relative to Site Plan Design and Review**

Motion by Brandon Wotachek second by Ryan Radue to approve the Ordinance to Create Chapter 24 of the Municipal Code of the Village of Denmark, Wi. Relative to site plan design and review. All ayes. Motion carried.

### **Update on Rescue Services**

The proposed merger of Viking Community Rescue Squad into County Rescue Services has been moving forward. The most recent discussions were about how to handle the transfer/control of the assets of the Squad.

### **A & E Proposal to re-rout utilities at the corner of Broadway and Pine**

A proposal for engineering services for the reconstruction of the water main at Broadway and Pine Street was reviewed by the Board the work could be included with the CTH KB project and construction completed by May 1, 2009. A & E services would total \$2,850.00 The total cost for the project were estimated at \$13,825.00 The Village attempted to obtain an easement for the existing water utility line route but was unable to reach a mutual agreement with the property owner. Several years ago when the water line was constructed the line was put in diagonally across the property owner's lot. Subsequently, the utility easement was not recorded. Then the owner of the lot, at that time, built a building on top of the line. Fast forward a few years and the current property owner nor the Village was aware of the utilities going beneath the building. In order to move forward with the replacement of the water filtration tank located on Grand Avenue the Village needed to evidence to Rural Development that it has complete access to its utilities. The re-routing would allow the lines to be relocated from under the current building and to satisfy the federal requirements. Discussions with Rural Development staff earlier today determined this approach would be acceptable and that all that would be required would be for the Attorney and Engineer to sign off on the right-of-way map. Motion by Dan Dvorak second by Gerald Steinberger to approve the proposal for services from Robert E. Lee Engineering for services. All ayes. Motion carried.

### **Snow removal from various locations within the Village**

The Village has an adopted Snow removal guideline that details how snow will be removed by the Village and private firms. These guidelines are posted on the Village's website. In some areas of the Village there isn't sufficient space between the curb and sidewalks to allow for snow accumulation whenever the streets are plowed. Once a street is plowed the snow ends up on the adjacent sidewalk. During the past snow storm snow was inadvertently plowed onto the sidewalks along East and West Grand Avenue. Leaving several huge/heavy chunks of snow that could not be managed by individual property owners. The Village crews tried to be helpful and went back and removed some of the ice chunks from the sidewalks. This "gesture" of trying to help was met with complaints that the Village should have done the same for all areas of the Village. A few citizens felt the Village should put on more employees and purchase more equipment or hire a firm to keep sidewalks clean and to remove excessive snow build-up throughout the Village. Of course, they didn't want to see taxes increased to achieve this. The Village arranged with Bielinski excavating to remove the build-up of snow on Grand for Tuesday, January 6<sup>th</sup> provided the weather permits this operation. However, the lead public works worker indicated that he and Bielinski had decided that the removal may not be necessary until later.

Milt Bielinski indicated that the Village's equipment was "slow" and needed to be repaired. Freeman stated that he was taking the truck to Olsen's tomorrow. Jim Bielinski inquired why the wastewater/water utility workers couldn't assist in snow removal. Administrator Ellis indicated that they currently are occupied with the implementation of the new sludge reduction process and that the reason for this past staffing concern was the result of a public works crew employee taking time off for the Christmas holiday and it snowed during this time period. Therefore the Village relied on its private contractor for backup. Concerned was expressed about diminishing salt supplies. It was recommended that Village employees begin contacting suppliers immediately to make certain we have a sufficient supply for the remainder of the winter season. Shawn Kane mentioned that, while removing vehicles from streets is important for snow removal...perhaps people should remember that cars parked by tavern patrons late at night maybe should be encouraged to park their cars in the interest of safety.

### **Contract for Fire Protection services**

A contract from Denmark Volunteer Fire Dept. Inc for services was received for 2009 in the amount of \$33,138.00 for the year. Motion by Dan Dvorak seconded by Wotachek to approve the Fire Protection contract. Sekora pointed out that the assessment was based upon a .25% calculation of the existing mil rate. All ayes. Motion carried.

### **Resolution to reclassify US Highway 41 to Interstate Highway I-55**

Several Brown County communities have been encouraging the Wisconsin Dept of Transportation to reclassify I-41 to I-55 to provide a marketing advantage to area communities due to its national recognition. A resolution prepared by the Village of Howard was mailed to area communities asking them to consider endorsing this request. Motion by Dvorak second by Wotachek to table the resolution. All ayes. Motion carried.

### **Committee Reports**

Each Trustee reported on the various activities occurring within areas of the Village. The Chlorine contact tank walkways were completed at the wastewater treatment plant. Town & Country Electric wired the EIMCO mixers in the primary digester, they will need to come back in spring to put the explosion proof puddy on the wire boxes. The wwtp has been running the gravity belt thickener with waste activated sludge from the secondary clarifiers. The public works crew will begin taking down Christmas lights on the building this week. Salt supplies are being tapped at a faster rate than last year so some rationing and usage of sand salt mixture will be used. Hydrants are being cleaned out as fast as our crews can get to them and citizens are requested to help us and themselves out by keeping hydrants cleaned near their homes.

### **Disbursements for the month of December**

Motion by Trustee Ryan Radue, seconded by Bob Sekora to approve the disbursements for a total voucher amount of \$166,917.39. For voucher numbers 33521 to 33611. Village: \$96,192.08, Water \$15,605.56, Sewer \$44,540.69, Storm Sewer \$333.50, and TIF \$0. All ayes. Motion carried.

### **Comments from the public**

**Pre-registered:**

There were none.

**Walk-ins:**

Jim Bielinski asked why the Christmas banners had not be put up so late. The summer banners were left up until September.

Jill Bussiere, a reporter with "The Denmark Tribune" introduced herself to the Village Board and those in attendance.

**Application for Operator licenses**

Craig Herrmann applied for an operators permits. Motion by Wotachek, seconded by Dvorak to deny the application. All ayes. Motion carried.

**Report of Village Officials**

Administrator Ellis reported that Senator Kohl's staff had called and informed us that the federal assistance package was likely to be approved for public works projects but that the monies probably would be distributed directly to the States and that current discussions were going on about the formula to be used for the allocations.

**Closed session**

Motion by Trustee Sekora seconded by Trustee Radue to convene into closed session pursuant to Section 19.85 (1) ( c ) of the Wisconsin State Stats. To discuss personnel/employment data. Roll call vote, All ayes. Motion carried. Roll call completed. Motion by Trustee Radue seconded by Trustee Duescher to move back into open session. All ayes. Motion carried.

**Recommendation from Employee Selection Committee**

Motion by Trustee Dan Dvorak to offer the position to Patrick DonLevy (contingent upon satisfactory completion of remaining elements of the selection process. Seconded by Trustee Sekora. All ayes. Motion passed on a unanimous vote of 7-0.

**Adjourn**

Motion to adjourn by Trustee Steinberger, second by Trustee Sekora. The meeting adjourned at 8:46 p.m.

MiLissa Stipe  
Clerk-Treasurer