

1. Call to Order and Sign-In Sheet:

Chairman Dan Aronson called the meeting to order at 5:30 p.m. The following committee members were present: Chair Dan Aronson, Kevin Conlon, Jim Leedle, and Frank Oudin. Advisory committee members present: Police Chief Cole, and Domenic Alexandroni. Absent: Co-Chair Dan Schoonover, Fred Klabunde, and Fire Chief Schalow.

2. Minutes: 11-26-18:

A motion was made by Jim Leedle; seconded by Trustee Conlon, to dispense with the reading of, and approve the minutes as submitted. A voice vote was unanimous; motion passed.

3. New Business, Discussion and Possible Action:

- a. **Street Light Request Highway H/Chestnut Rd:** The resident requesting the street light was not present to explain the need to the committee members. A motion was made by Jim Leedle; seconded by Frank Oudin to table this item until more information could be obtained. A voice vote was unanimous; motion passed.
- b. **Re-evaluate possible stop sign by Highland Beach (Nippersink):** Chair Aronson explained that the access point to the beach was at the top of a hill and on a curve, with fairly heavy traffic, and poor visibility. Police Chief Cole was to obtain information as to the legality of a temporary stop sign during the summer months, however Counsel was unavailable. A motion was made by Trustee Conlon; seconded by Frank Oudin to table this item until further information about the legality of a temporary stop sign could be obtained. A voice vote was unanimous; motion passed.
- c. **Highway Report:** Chair Aronson reported that the Highway Dept. put up the Welcome to Bloomfield and No Parking Ordinance signs around the Town/Village. All 4 cutting edges on plows were changed. There have been 9 salting/plowing events to date. New street signs were put up where needed. Roads were patched. Equipment was fixed when needed. 600 tons of salt have been used to date. The report was accepted by the committee without further discussion. (Report on file in Clerk's office).
- d. **Utility Report:** Domenic Alexandroni reported that the new Wastewater Operator started Dec. 10, 2018. A bad block heater on Orchid lift station generator was replaced. Quarterly water meter readings were done. The Bar Screen building heater was repaired. Water Plant generator gas regulator was replaced. Aerator #1 drive unit had an oil leak, and unit gasket was replaced. Catalpa Pump #2 was repaired and put back into service. Lakeshore Drive Lift Station generator is out of service, and due to the age and availability of parts it will be necessary to replace the generator. There were 4 after hours emergency calls due to frozen or broken water pipes. Further discussion took place concerning replacing the Lakeshore Drive Lift Station generator. Utility Director Alexandroni added that three competitive bids had been obtained for the replacement. Chair Aronson will speak to the President about placing this item on the Village Board agenda. The report was accepted by the committee. (Report on file in Clerk's office).

4. Adjournment:

A motion was made by Trustee Conlon; seconded by Jim Leedle to adjourn the meeting at 5:45 p.m. The voice vote was unanimous, and the motion carried.

Respectfully submitted,
Jill M. Marcanti
Recording Secretary

1. Call to Order and Sign-In Sheet:

Chair Sue Bernstein called the meeting to order at 5:47 p.m. The following committee members were present: Chair Sue Berstein, Rich Olenoski, Rita Marcinkus, and Supervisor Tom Sullivan. Absent: Trustee Natalie Alvarez.

2. New Business, Discussion, and Possible Action:

- a. **Update of Grant for Pell Lake:** There was no updated information to report. As soon as Chair Bernstein had an update she would report to the committee.
- b. **Plans for Beaches/Parks:** Chair Bernstein brought in a picture of a statue of a 6' tall Veteran that she had seen in Delavan. She believed it would look really nice under the flag pole at Town Hall. The cost of the statue is \$1,500 and could be paid for with funds from impact fees. Also, a 4 x 4 concrete base would need to be added for the statue to have a solid base. There was discussion about placement at either Veteran's Park vs. Town Hall, with there being more public traffic at Town Hall. A possible solar light and security camera to deter vandalism was suggested. A motion was made by Supervisor Sullivan, and seconded by Rich Olenoski to recommend purchase of the statue and a location for placement to the Board. A voice vote was unanimous, motion carried.

Chair Bernstein presented to the committee the idea of putting up an open shelter with a roof at Lakeside Beach. She showed the committee some plans of open shelters and felt one about 16' x 20' could be erected for between \$8,000 and \$10,000 and could be paid for by funds from impact fees. The committee agreed to go forward with investigating design, materials, and pricing for the structure, possibly making the erection a community project. A motion was made by Supervisor Sullivan; seconded by Rich Olenoski to move forward and explore options for the next meeting. A voice vote was unanimous, motion carried

Resident Michael Brittain asked the committee to take Roller Rink playground equipment into consideration, as much of the equipment needs to be repaired or updated. The committee asked Brittain to get a list together of what needed to be done for the next meeting.

3. Adjournment:

A motion was made by Supervisor Sullivan; seconded by Rita Marcinkus to adjourn the meeting at 6:10 p.m. A voice vote was unanimous, and the motion carried.

Respectfully submitted,
Jill M. Marcanti
Recording Secretary

1. Call to Order and Sign-In Sheet:

Chairman Gary Grolle called the meeting to order at 6:12 p.m. The following committee members were present: Chair Gary Grolle, Co-Chair Dan Aronson, and Becky Gallagher. Absent: None.

2. New Business, Discussion and Possible Action:

- a. **Agenda Policy:** The committee members reviewed the draft Agenda Policy as prepared by the Village Attorney, questioning what would be item 7 (Debate limited). A motion was made by Becky Gallagher to recommend the Agenda policy to the Board at the February 11, 2019 meeting with the removal of paragraph 7 (Debate limited); seconded by Chair Grolle. A voice vote was unanimous; motion passed.
- b. **Fireworks Ordinance:** The committee believed the ordinance was amended around April of 2018 adding a transportation fee, but it was too late in the year to implement the fee, and that it should go into effect for the 2019 season. Becky Gallagher suggested the meeting minutes be reviewed from around April or May of 2018 to find confirmation that the amendment was sent to the Board and approved. A motion was made by Becky Gallagher to recommend the implementation of the revision, if it was indeed approved, to the Board at the February 11, 2019 meeting. If the amendment was not approved in 2018 recommend the approval of the amendment adding the transportation fee and implementing the revision for the 2019 season. Co-Chair Aronson seconded the motion. A voice vote was unanimous, motion passed.
- c. **Social Media Policy:** Becky Gallagher expressed her opinion that a modified version of the Fire & Rescue Social Media Policy should be added into the Employee Manual which had already been started, but put on hold due to the referendum work that needed to be done. All committee members agreed that a Social Media Policy needed to be put in place. No action was taken at this time.
- d. **Employee Manual Update:** Chair Grolle felt the Employee Manual should be turned over to the new administration since there is only a 3 person committee at this time. The committee suggested continuing to attempt to get a 4th person on the committee, preferably with a Human Resources background, within the next month, and then proceed with the Employee Manual work. A motion was made by Beck Gallagher; seconded by Co-Chair Aronson to table this item until the next meeting of the committee. A voice vote was unanimous, motion passed.
- e. **Special Event – PLLA Ice Golf February 9th, 2019:** A motion was made by Chair Grolle; seconded by Co-Chair Aronson to allow for a one time exception in policy due to weather and cancelled committee meetings and approve the special events permit. A voice vote was unanimous, motion carried.

3. Adjournment:

A motion was made by Co-Chair Aronson; seconded by Becky Gallagher, to adjourn at 6:40 p.m. A voice vote was unanimous, motion carried.

Respectfully submitted,
Jill M. Marcanti
Recording Secretary

1. Call to Order and Sign-In Sheet:

Chairwoman Becky Gallagher called the meeting to order at 6:42 p.m. The following committee members were present: Chairwoman Gallagher, Co-Chair Gary Grolle, Trustee Susan Bernstein, Trustee Kevin Conlon, Jodi Kelleher. Absent: None.

2. Minutes 11-26-18:

A motion was made by Co-Chair Gary Grolle ; seconded by Trustee Bernstein, to dispense with the reading of and approve the minutes as submitted. A voice vote was unanimous, motion carried.

3. New Business, Discussion, and Possible Action:

a. **Finance Reports: General Fund & Utility Fund November and December 2018:**

Chairwoman Becky Gallagher opened the discussion. Trustee Bernstein questioned whether Delta Dental was paid in arrears or ahead. Many questions were asked by committee members and answered by Interim Administrator Cole. A motion was made by Trustee Bernstein; seconded by Co-Chair Grolle to approve General Fund and Utility Fund Finance Reports for November and December 2018. A voice vote was unanimous, motion passed.

b. **Pell Lake Maintenance Fund Fees & Disbursements:** Co-Chair Grolle reported that a question was raised by the public about two attorney bills and a post office box bill paid last year to Pell Lake Lake Association, Inc. from the Pell Lake Maintenance Fund. He noted after investigation it was found there was ambiguity at the time, and recent advice of the Village Attorney was that future bills for Association administration and organizational matters should not be paid from that Fund. He also reported that a question was raised by the public whether the \$2.00 quarterly fee paid into the Pell Lake Maintenance Fund could be made optional. Committee members stated opposition to making the fee optional. No further action was taken.

c. **Interim Payables Ordinance Revisions:** Discussion took place. Chairwoman Gallagher suggested the committee go through the list of payments that could be processed line by line. The following changes were recommended: Paragraph 1 the word "Town" be changed to "Village". Item 1-"Contract payments" be changed to "Contractual expenses previously approved". Item 7-Refunds add "other than tax refunds". Item 8-Training, conferences & workshop expenses add "as previously approved". Item 13-Emergency purchases be decreased to \$15,000, and the word "Town" be changed to "Village". Item 15 the word "Town" be changed to "Village". Section Two be described in more detail pursuant to Stat. 66.0609 (2). Section Four the word "Municipalities" be changed to "Village". A motion was made by Chairwoman Gallagher; seconded by Trustee Conlon, that the above stated changes be made and recommended to the Board. A voice vote was unanimous, motion carried.

d. **Credit Card Policy Revisions:** The committee had concerns over the number of credit cards that are issued to employees. The committee recommended removing the Court Clerk, the Deputy Clerk, the Clerk-Treasurer, adding an Administrator with a \$5,000 credit limit (once one is hired), and reducing the President's credit limit to \$5,000. Also item 6 regarding safekeeping be deleted. A motion was made by Co-Chair Grolle; seconded by Trustee Conlon that the above stated modifications be made to the Credit Card Policy, and be recommended to the Board. A voice vote was unanimous, motion carried.

- e. **Delegation of Authority Policy:** Chairwoman Gallagher expressed concerns whether this item should be addressed at the Finance Committee, or if it should be addressed at the Administrative Committee and also included in the Employee Manual. A motion was made by Co-Chair Grolle to recommend the Policy to the Board, pending Village Attorney review and approval. A roll call vote was taken: Trustee Conlon-nay, Co-Chair Grolle-aye, Trustee Bernstein-nay, Chairwoman Gallagher-nay, Jodi Kelleher-nay. Motion failed.

Trustee Bernstein made a motion; seconded by Co-Chair Grolle to decide on a dollar amount to fill in item 1 and to have the Village Attorney draft a policy that disallows an employee from entering into a contractual agreement on behalf of the Village. A roll call vote was taken: Trustee Conlon-nay, Co-Chair Grolle-aye, Trustee Bernstein-aye, Chairwoman Gallagher-nay, Jodi Kelleher-aye. Motion carried.

- f. **Possible Resolution for Recurring Village Bills:** Trustee Bernstein was interested in creating a resolution so the committee did not have to review recurring Village bills. Chairwoman Gallagher explained that due to Wisconsin Statutes all expenditures must be reviewed and approved.

No action was taken.

4. Adjournment:

A motion was made by Trustee Conlon; seconded by Jodi Kelleher to adjourn the meeting at 8:25 p.m.

Respectfully submitted,
Jill M. Marcanti
Recording Secretary

1. Call to Order and Sign-In Sheet:

Chairman Dan Aronson called the meeting to order at 5:32 p.m. The following committee members were present: Chair Dan Aronson, Co-Chair Dan Schoonover, Trustee Kevin Conlon, Jim Leedle, Frank Oudin. Advisory committee members present: Domenic Alexandroni, Fred Klabunde. Absent: Police Chief Cole, Fire Chief Schalow.

2. Minutes for Approval – 02-04-19: A Motion was made by Trustee Conlon; seconded by Jim Leedle, to dispense with the reading of, and approve the minutes as submitted. A voice vote was unanimous; motion passed.

3. New Business (Discussion and Possible Action):

a. Highway Report: Public Works Supervisor, Fred Klabunde, reported that there had been 14 salting/plowing events in the last month. Bloomfield took delivery of 200 tons of salt. 220 tons were used on 2 ice events in 3 days. The Public Works Dept. has used 1,000 tons of salt to date this season. Roads are being patched when not snowing, raining, or icing. The windshield on Truck #5 was replaced due to a crack across the sight line. The wing assembly on Truck #2 destroyed itself due to poor assembly, and is being replaced. Bloomfield received 300 tons of salt, the last of salt per contract for 2018-2019 snow season. Truck #3 has been retired from service and replaced. (Report on file in Clerk's office).

b. Utility Report: Utility Director, Domenic Alexandroni, reported that price quotes for the Lakeshore Drive lift station generator were received and reviewed. The Village Board approved the purchase and installation of the generator at the February 11, 2019 meeting. The Catalpa lift station had a communication failure on February 15, 2019. The batteries in UPS in communication control panel were replaced. Yearly oil changes on all wastewater treatment plant equipment were completed. (Report on file in Clerk's office).

4. Old Business (Discussion and Possible Action):

a. Street light request Highway H/Chestnut Road: Residents reported that with traffic picking up on Highway H cars are missing the intersection, missing the stop sign, and sometimes sliding into the ditch. A motion was made by Trustee Conlon; seconded by Co-Chair Schoonover to have the Public Works Supervisor get a price for a light, as well as what the monthly cost for the light would be, and forward the information to the Village Board for their decision at the monthly meeting in March. A voice vote was unanimous; motion passed.

b. Re-evaluate possible stop sign by Highland Beach (Nippersink): Interim Administrator Cole was to obtain information as to the legality of a temporary stop sign during the summer months, however, Interim Administrator Cole was not in attendance to report. Public Works Supervisor believes the Village would need to do an engineering study and receive a statement from the Village Engineer as to the positioning and feasibility of a stop sign or crosswalk. Chair Aronson is going to get Chief Cole's input as well as President Grolle's and find out what an engineering study would cost. No action was taken at this time

5. Motion to Adjourn: A motion was made by Co-Chair Schoonover; seconded by Jim Leedle to adjourn the meeting at 5:55 p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,
Jill Marcanti
Recording Secretary

Village of Bloomfield
N1100 Town Hall Road
P.O. Box 609
Pell Lake, WI 53157

Joint Parks, Lakes, & Recreation
Meeting Minutes
February 25, 2019
Page 1 of 1

1. Call to Order and Sign-In Sheet: Chairwoman Sue Bernsstein called the meeting to order at 5:56 p.m. The following committee members were present: Chairwoman Bernstein, Rich Olenoski, Rita Marcinkus, and Supervisor Tom Sullivan. Absent: Trustee Natalie Alvarez.
2. Minutes for Approval – 02-04-2019: A motion was made by Supervisor Sullivan; seconded by Rich Olenoski to dispense with the reading of and approve the minutes as submitted. A voice vote was unanimous; motion passed.
3. New Business (Discussion and Possible Action):
 - a. 4th of July Ad Book: Supervisor Sullivan agreed to be in charge of the Ad Book this year again. Chairwoman Bernstein asked that he bring in a price list from Copy & Prints Plus when he receives it. It was agreed to decrease the number of books this year to around 1,500, which is 1,000 less than last year.
 - b. Discussion of Future Possible Agenda Items: Rita Marcinkus would like to address the Comprehensive Outdoor Recreation Plan that has been in place for years, but nothing had ever been done with it. Chairwoman Bernstein asked if Marcinkus could bring one item from the Comprehensive Outdoor Recreation Plan to the committee each month for discussion.
 - c. President Grolle informed the committee that he received notice that the Village was awarded a grant of \$6,053.45, 100% of requested funding possible, with the PLLA donating \$650.00 toward the Aquatic Plant Management Plan.
4. Old Business (Discussion and Possible Action):
 - a. Updates for Beach Equipment Replacement/Refurbishing (timeline): Chairwoman Bernstein reported that she had a list of equipment (picnic tables and benches) at Roller Rink Park and Lakeside Park, and that after winter they would need to decide what needs to be refurbished, painted, or thrown out and replaced.
 - b. Updates for Beach Shelter Ideas: Chairwoman Bernstein reported that the committee will need to begin investigating prices in March. Rita Marcinkus questioned how much money was available from impact fees. Chairwoman Bernstein thought it was anywhere from \$15,000 to \$18,000.00.
5. Adjournment:

A motion was made by Rita Marcinkus; seconded by Supervisor Sullivan to adjourn the meeting at 6:14 p.m. A voice vote was unanimous; motion passed.

Respectfully submitted,
Jill Marcanti
Recording Secretary

1. Call to Order and Sign-In Sheet:

Chairman Gary Grolle called the meeting to order at 6:15 p.m. The following committee members were present: Chair Grolle, Co-Chair Dan Aronson, and Becky Gallagher. Absent: None.

2. Minutes for Approval – 02-04-2019:

A motion was made by Becky Gallagher; seconded by Dan Aronson to dispense with the reading of and approve the minutes as submitted. A voice vote was unanimous; motion passed.

3. New Business (Discussion and Possible Action):

- a. Employee Benefits (Employee Dental Insurance Renewal): The employee dental insurance through Delta Dental is up for renewal. Other quotes were received, but were higher. There was no chance for a reduction in the cost. A motion was made by Chairman Grolle; seconded by Becky Gallagher to recommend renewal through Delta Dental to the Board and authorizing the Interim Administrator to sign renewal documents.
- b. Special Event: Badger State Boat Races, May 17-19, 2019: A motion was made by Co-Chair Aronson; seconded by Becky Gallagher to accept the application of Badger State Outboard Association. Further discussion took place. Chair Grolle reported that he had suggested to Kip Trumpulis limiting the number of participants to 50 due to parking issues and noise. Trumpulis rejected that idea. Then Chair Grolle suggested excusing the regatta larger classes due to the noise. That suggestion was rejected as well. Chair Grolle noted last year there was discussion of charging a fee of \$5,000 to \$8,000 for the permit. This was rejected as well. Chairman Grolle felt that there is no large quantity of business income increase, or noticeable repeat business that benefits the Village. He felt some sort of fee, possibly \$2,500, should be associated with this event to help cover fire/rescue/police/and alleged lake damage. It was reported that the Association does help with the expense of the fire/rescue and police. Becky Gallagher felt that an “after the fact” fee is wrong, and that a fee could possibly be considered for future events going forward. Discussion also took place concerning possibly having parking on only one side of the road, or possible “no parking” in some areas. A motion was made by Becky Gallagher; seconded by Co-Chair Aronson to forward the application to the Board with the conditions that the Police Chief and Fire Chief review and approve the application, the application is corrected to have an updated signature from the year 2019, and the indemnification/hold harmless clause be signed by an officer of the Badger State Outboard Association. A voice vote was unanimous; motion carried.
- c. Delegation of Authority & Claims Payment Policy (Interim Payables Ordinance/Credit Card Policy/Delegation of Authority Consolidation): Chairman Grolle explained what the committee members were given to review was just a rough draft of combining the 3 different policies into one, and that it would need to be reviewed and approved by the Village Attorney. Becky Gallagher thought it needs to be started over. She did not feel it was wise to combine a policy with an ordinance with a resolution. She felt it gave no authority to anyone except the Village Administrator, and that is not a wise way to do business. She also wanted to make sure the intent of the document does not get lost in combining them. A motion was made by Chairman Grolle; seconded by Becky Gallagher to

Village of Bloomfield
N1100 Town Hall Road
P.O. Box 609
Pell Lake, WI 53157

Administration Committee
Meeting Minutes
February 25, 2019
Page 2 of 2

table this matter to a special meeting to be called within the next 2 weeks. A voice vote was unanimous; motion passed.

d. Update McKay Park Resolution: Co-Chair Aronson reported that the DNR contacted him and advised him that the grant application and resolution from 2011 needed to be updated and include both the Village and Town. Discussion of new correspondence from the DNR ensued. A motion was made by Co-Chair Aronson; seconded by Chairman Grolle to forward the updated paperwork to the Board to vote on at the monthly meeting in March after the Town approves their paperwork. A voice vote was unanimous; motion passed.

4. Old Business (Discussion and Possible Action):

a. Social Media Policy: Discussion took place regarding the policy needing to be part of the Employee Manual, collection of all department's policies, and consolidating all departments into one policy. No action was taken at this time.

b. Employee Manual Update: Discussion took place that Chair Grolle was not comfortable having only three committee members making the decisions. One or two more people, hopefully with a HR background need to be brought in. Becky Gallagher is going to try to recruit someone and conduct workshop meetings. A motion was made by Becky Gallagher; seconded by Co-Chair Aronson to table this item until the March committee. A voice vote was unanimous; motion passed.

5. Adjournment:

A motion was made by Co-Chair Aronson; seconded by Becky Gallagher to adjourn the meeting at 7:05 p.m. A voice vote was unanimous; motion passed.

Respectfully submitted,
Jill Marcanti
Recording Secretary

Village of Bloomfield
N1100 Town Hall Road
P.O. Box 609
Pell Lake, WI 53157

Finance Committee
Meeting Minutes
February 25, 2019
Page 1 of 1

1. Call to Order & Sign-In Sheet:

Chairwoman Becky Gallagher called the meeting to order at 7:08 p.m. The following committee members were present: Chairwoman Gallagher, Co-Chair Gary Grolle, Trustee Sue Bernstein, Trustee Kevin Conlon, and Jodi Kelleher. Absent: None.

2. Minutes for Approval – 02-04-2019:

A motion was made by Co-Chair Grolle; seconded by Kevin Conlon to dispense with the reading of and approve the minutes as submitted. A voice vote was unanimous; motion passed.

3. New Business (Discussion and Possible Action):

a. Finance Reports: A motion was made by Co-Chair Grolle; seconded by Trustee Bernstein to recommend the Board receive and file the Statement of Revenues & Expenditures – Water Fund. A voice vote was unanimous; motion carried. A motion was made by Trustee Conlon; seconded by Co-Chair Grolle to recommend the Board approve the Check Register -Utility Checking. A voice vote was unanimous; motion passed. A motion was made by Co-Chair Grolle; seconded by Trustee Conlon to recommend the Board receive and file the Statement of Revenues & Expenditures – General Fund. A voice vote was unanimous; motion passed. A motion was made by Co-Chair Grolle, seconded by Trustee Conlon to recommend the Board approve the Check Register – General Fund. A voice vote was unanimous; motion passed.

4. Adjournment:

A motion was made by Co-Chair Grolle; seconded by Trustee Conlon to adjourn the meeting at 7:16 p.m. A voice vote was unanimous; motion passed.

Respectfully submitted,
Jill Marcanti
Recording Secretary

1. Call to Order and Sign-In Sheet:

Chairman Dan Aronson called the meeting to order at 5:33 p.m. The following committee members were present: Chair Dan Aronson, Co-Chair Dan Schoonover, Trustee Kevin Conlon, Jim Leedle, Frank Oudin. Advisory committee members present: Police Chief Cole, Fred Klabunde, Domenic Alexandroni. Absent: Fire Chief Schalow.

2. Minutes for Approval – 02-25-19: A motion was made by Co-Chair Dan Schoonover, seconded by Frank Oudin to dispense with the reading of, and approve the minutes as submitted. A voice vote was unanimous; motion carried.

3. New Business (Discussion and Possible Action):

a. Highway Report: Public Works Supervisor Fred Klabunde reported that the Highway Dept. has been patching roads, and has used 25 tons of patch on roads, and that the roads are in really poor shape after this winter. There were 4 more salting events, total for winter to date 30 events, total salt used 1,051 tons. They have been cleaning up down trees and brush around the Village and Town, to date 7 loads of chips. There was flooding from rain and snow melt. Did a lot of ditching and culvert cleaning to accommodate run-off. Closed 1 road for 3 days (North Bloomfield). Trucks are all empty and washed. Truck #3 is ready to be sold. Had to replace a hydraulic line on loader. (Report on file in Clerk's office).

b. Utility Report: Utility Director Domenic Alexandroni reported that Sitzberger accounting firm is in the process of conducting the 2018 water audit. Wastewater treatment plant fire extinguishers were inspected. Orchid lift station pump clogged on March 15, was pulled up and unclogged. Quarterly water meter reading was completed on 3-18. Transmission oil was changed in the F250. The oil was changed in all lift station generators, and in water plant generator. 15 residential cross connection inspections were completed, and 15 residential meters were replaced. (Report on file in Clerk's office).

4. Old Business (Discussion and Possible Action):

a. Re-evaluate possible stop sign by Highland Beach (Nippersink): Public Works Supervisor Fred Klabunde provided the committee with a copy of Wisconsin MUTCD Chapter 28 – Regulatory Signs, Barricades, and Gates. He reported he could not find any mention of a temporary stop sign without a crosswalk, and in order to put in a crosswalk an engineering study needs to be done, which the engineer stated would cost approximately \$5,000. Interim Administrator Cole reported that the Village Attorney didn't think a temporary stop sign would be a problem, but he still wanted to check into a few things and get back to Cole. No action was taken at this time.

5. Adjournment:

A motion was made by Dan Schoonover, seconded by Frank Oudin to adjourn the meeting at 5:40 p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,
Jill Marcanti
Recording Secretary

Village of Bloomfield
N1100 Town Hall Road
P.O. Box 609
Pell Lake, WI 53157

Joint Parks, Lakes & Recreation
Meeting Minutes
March 25, 2019
Page 1 of 1

NO JOINT PARKS, LAKES & RECREATION MEETING

Village of Bloomfield
N1100 Town Hall Road
P.O. Box 609
Pell Lake, WI 53157

Village Administrative Committee
Meeting Minutes
March 25, 2019
Page 1 of 2

1. Call to Order and Sign-In Sheet:
Chairman Gary Grolle called the meeting to order at 5:57 p.m. The following committee members were present: Chair Grolle, Co-Chair Dan Aronson, and Becky Gallagher. Absent: None.
2. Minutes for Approval: 02-25-19: A motion was made by Dan Aronson, seconded by Becky Gallagher to dispense with the reading of and approve the minutes as submitted. A voice vote was unanimous; motion carried.
3. New Business (Discussion and Possible Action):
 - a. Employee Benefits (Life Insurance Renewal): The minimal increase in price was discussed. Becky Gallagher asked how long it has been since the policy was shopped. A motion was made by Becky Gallagher, seconded by Dan Aronson to recommend renewal of the Life Insurance policy through One Digital Health and Benefits. A voice vote was unanimous; motion carried.
 - b. Special Event: Annual Kids Fishing Day 6-1-19: A motion was made by Becky Gallagher, seconded by Dan Aronson to recommend for Board approval of the Special Events Permit with the condition that a new Certificate of Insurance be obtained reflecting the corrected name for the certificate holder and additional named insured as Village of Bloomfield. A voice vote was unanimous; motion carried.
 - c. Special Event: Car Show 6-29-2019: Discussion took place concerning the location of the venue, which is to be Bloomfield Town Hall parking lot. Also, there is a lack of Certificate of Insurance. The applicant will look into a 1 day insurance policy. Becky Gallagher made a motion to recommend for Board approval of the Special Events Permit with the condition the applicant obtains a correct Certificate of Insurance. A voice vote was unanimous; motion carried.
 - d. Special Events: PLLA Lakefest 7/27/19: A motion was made by Becky Gallagher, seconded by Dan Aronson to recommend for Board approval of the Special Events Permit with the condition that a new Certificate of Insurance be obtained reflecting the corrected name for the certificate holder and additional named insured as Village of Bloomfield.
 - e. Fireworks Transportation Fee Form: Becky Gallagher presented the sample Possession Permit form to the committee. She explained a permit number would need to be assigned and inserted into the appropriate area, along with the fee of \$5.00, and an indication of where the various copies are to be distributed. A motion was made by Becky Gallagher, seconded by Dan Aronson to recommend for Board approval of the Fireworks Possession Permit form. A voice vote was unanimous; motion carried.

Becky Gallagher then presented the instructions, the permit log, and reconciliation report for implementation. The Village will supply the permits after the final inspections by the Police Dept. and Fire Dept. Seller is responsible for obtaining a completed permit from each purchaser, as well as the \$5.00 fee. Seller must keep track of the permits sold on the log sheet. All numbered permits are the responsibility of the seller until returned unused to the Village. Payment for permits is due no later than 10 days after the State of Wisconsin sales tax due date, or within 10 days of the end of the booth permit. Becky Gallagher made a motion, seconded by Dan Aronson to recommend for Board approval the implementation of

Village of Bloomfield
N1100 Town Hall Road
P.O. Box 609
Pell Lake, WI 53157

Village Administrative Committee
Meeting Minutes
March 25, 2019
Page 2 of 2

- instructions and collection procedures as presented. A voice vote was unanimous; motion carried.
- f. Administration Fees for Various Departments: Dan Aronson presented to the committee the chance to generate revenue by adding administration fees to building permits. Becky Gallagher made a motion, seconded by Dan Aronson to recommend for Board approval that any permits, fees, or applications currently costing \$0.00 to \$50.00 be charged a \$10.00 administration fee, any permits, fees, or applications currently costing \$51.00 to \$200.00 be charged a \$25.00 administration fee, and any permits, fees, or applications currently costing \$201.00 or more be charged a \$50.00 administration fee. A voice vote was unanimous; motion carried.
 - g. Black Bull Fireworks Application: A motion was made by Becky Gallagher, seconded by Dan Aronson to recommend for Board approval the Black Bull Fireworks Application, with the condition that a corrected Certificate of Insurance naming the Village of Bloomfield, and correcting the dates of coverage, and address of the fireworks stand be obtained from Black Bull. A voice vote was unanimous; motion carried.
 - h. Freedom Fireworks Application: A motion was made by Becky Gallagher, seconded by Dan Aronson to recommend approval of Freedom Fireworks Application with the condition that a corrected Certificate of Insurance naming the correct insured, the Village of Bloomfield as additional insured, and correcting the address be obtained by Freedom Fireworks.
4. Old Business (Discussion and Possible Action):
- a. Payment of Interim Claims Update: Discussion took place concerning how many signatures should be needed to approve purchases. Clarification was made that no separate credit cards were needed by the Clerk or the Treasurer. Becky Gallagher made a motion, seconded by Dan Aronson to recommend a change to paragraph 5 stating purchases over \$1,000 would need Dept. Head signature as well as either the Interim Administrator or Village President signature, purchases under \$1,000 would need Dept Head signature only. A voice vote was unanimous; motion carried.
 - b. Employee Manual Update: There was no update at this time.
 - I. Creation of Admin Sub Committee: Becky Gallagher reported that Karen Sautbine agreed to be on the Admin Sub Committee. Becky Gallagher made a motion, seconded by Dan Aronson to table the creation of the Admin Sub Committee until the next Administrative meeting April 29, 2019. A voice vote was unanimous. Motion carried.
 - II. PO and Purchase Requisition: Becky Gallagher expressed her opinion that one standardized form should be used throughout the Village, and should be addressed in the Employee Manual as well. Becky Gallagher made a motion, seconded by Dan Aronson to table this item until the Admin Sub Committee is created. A voice vote was unanimous; motion carried.
5. Adjournment: A motion was made by Dan Aronson, seconded by Becky Gallagher to adjourn the meeting at 6:55 p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,
Jill Marcanti, Recording Secretary

1. Call to Order and Sign-In Sheet:
Chairwoman Becky Gallagher called the meeting to order at 6:57 p.m. The following committee members were present: Chair Gallagher, Co-Chair Gary Grolle, Trustee Sue Bernstein, Trustee Kevin Conlon, and Jodi Kelleher. Absent: None.
2. Minutes for Approval – 02-25-19: A motion was made by Gary Grolle, seconded by Sue Bernstein to dispense with the reading of and approve the minutes as submitted. A voice vote was unanimous; motion carried.
3. New Business (Discussion and Possible Action):
 - a. Finance Reports: Discussion took place. Trustee Bernstein questioned check no. 6779 to Morton Salt. Public Works Supervisor Klabunde explained that it was the last of the salt that was contracted for 2019. Becky Gallagher questioned what the voided check 6750 was for. Interim Administrator Cole explained it was for the new plow payments. A motion was made by Gary Grolle, seconded by Sue Bernstein to recommend the Board approve the February 2019 Check Register – General Fund. A voice vote was unanimous; motion carried. A motion was made by Gary Grolle, seconded by Sue Bernstein to recommend the Board approve the February 2019 Check Register – Utility Checking. A voice vote was unanimous; motion carried. Trustee Bernstein and Becky Gallagher both questioned the Budget Comparison – General Fund for the amount of income collected for dog licenses. Interim Administrator Cole will check to find out if it is an error, or just miscategorized. They also questioned the posting for the General Tax Revenue for Feb. 2019 compared to 2018, which Interim Administrator Cole will also check into. A motion was made by Gary Grolle, seconded by Jodi Kelleher to recommend the Board receive and file the Budget Comparison – General Fund subject to the clarification of the dog license income and Tax Revenue. A voice vote was unanimous; motion carried. A motion was made by Trustee Bernstein, seconded by Gary Grolle to recommend the Board receive and file the Budget Comparison – Water Fund and Sewer Fund. A voice vote was unanimous; motion carried.
 - b. Cross-training Financial Positions: Becky Gallagher suggested that best business practices should be put in place concerning fraud prevention. The committee members thought that having and separate Clerk and Treasurer for the Village as recommended by auditors and the HR Consultant is a good idea and should help prevent fraud. Interim Administrator Cole is going to look into this item. No action was taken at this time.
 - c. Tracking/Reporting and Implementation of Fireworks Transportation fee: No action was taken at this time.
 - d. Economic Development Related Grants: Gary Grolle explained that he had been working with Walworth County Economic Development to try to find outright grants rather than matching grants, and was not finding much. He felt the progress over the past year or two has been disappointing. No action was taken at this time.
4. Adjournment: A motion was made by Gary Grolle, seconded by Kevin Conlon to adjourn the meeting at 7:31 p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,
Jill Marcanti
Recording Secretary

1. Call to Order and Sign-In Sheet:

Chairman Dan Aronson called the meeting to order at 5:30 p.m. The following committee members were present: Chair Dan Aronson, Co-Chair Dan Schoonover, Trustee Kevin Conlon, Jim Leedle, Frank Oudin. Advisory committee members present: Police Chief Cole, Fred Klabunde, Domenic Alexandroni. Absent: Fire Chief Schalow.

2. Minutes for Approval – 03-25-2019:

A motion was made by Co-Chair Dan Schoonover, seconded by Kevin Conlon to dispense with the reading of, and approve the minutes as submitted. A voice vote was unanimous; motion carried.

3. New Business (Discussion and Possible Action):

a. Highway Report: Public Works Supervisor Fred Klabunde reported that the Highway Dept. has been picking up trash along roadsides, plowed and salted roads once, patched roads, took tractors and mowers out of storage and got ready for roadside mowing, started mowing parks, repaired the parks mower, removed plows and sanders for summer work, washed all rucks twice because of snow storms, picked up sofas, chairs, mattresses around the Village and Township, and picked up an abandoned boat and trailer on Thunderbird Rd. (Report on file in Clerk's office)

b. Utility Report: Utility Director Domenic Alexandroni reported the Utility Dept. flushed all dead-end mains, cleaned out the septage receiving station wet wells, started up wastewater treatment plant UV disinfection system on April 29, 2019, had the broken water lateral fixed on Walworth Rd., fixed the damaged hydrant on Hawthorn Rd. (which was a hit and run) and sent in paperwork to the Walworth County District Attorney's office for restitution, completed fire hydrant fire flow testing, repaired a hydrant on Chicago Dr. and Rosewood Dr., 15 residential cross connection inspections were completed, 15 residential water meters were replaced, completed the 2018 Consumer Confidence Report, and that RAS pump #3 was sent in for repairs. (Report on file in Clerk's office)

4. Old Business (Discussion and Possible Action):

a. Temporary Stop Sign Tombeau Rd./N. Circle Dr: Mike Skender, a representative for the Nippersink area spoke to the fact this intersection is very dangerous, with respect to visibility as well as people driving over the 25 mph speed limit, and residents crossing the road to go down to the lake. Police Chief Cole confirmed that the Village Attorney confirmed a temporary stop sign is allowable. Public Works Supervisor Fred Klabunde confirmed that there would be warning signs ("stop ahead") with flags also put up with the temporary stop sign. A motion was made by Jim Leedle, seconded by Frank Oudin to recommend the draft ordinance amending the location of stop signs in the Village to include a temporary stop sign from the Friday before Memorial Day through the Tuesday after Labor Day at Tombeau Road and North Circle Drive. A voice vote was unanimous; motion carried.

5. Adjournment:

A motion was made by Frank Oudin, seconded by Kevin Conlon to adjourn the meeting at 5:47 p.m.

Respectfully submitted,
Jill Marcanti, Recording Secretary

1. Call to Order and Sign-In Sheet:

Chairwoman Susan Bernstein called the meeting to order at 5:50 p.m. The following committee members were present: Chair Susan Bernstein, Supervisor Tom Sullivan, Trustee Natalie Alvarez, Trustee Rita Marcinkus, Rich Olenoski, and William Radwell. Absent: None.

2. Minutes:

None to approve.

3. New Business (Discussion and Possible Action):

a. PLLA Presentation – Weed harvesting, Official Swim Area Opening Date: Off subject, Chair Bernstein questioned what had happened to all the geese, and why are there so few around all of a sudden. It was explained that this is hatching time, and all the geese are on their nests right now. Back on subject, Michael Brittain spoke for the PLLA. He explained that they need to get a 5 year plan in place for weed harvesting in order to get a 5 year permit. The PLLA is working with Wisconsin Lake and Pond Resources to come up with the plan. He explained that Heidi Bunk of the WDNR recommended extending our current permit until the end of this year, which would cost \$150. That would only cover the areas harvested this year, and not include the swimming areas. They could apply for a separate permit for this year for the swimming areas at a cost of \$30.00 which the PLLA is willing to pay. The Village's Lake Mgmt. fund as of March 31, 2019 had \$16,039 in it, plus they received the grant money of \$4,540, and the PLLA donated \$650 toward the Aquatic Plant Management Plan. In June they should receive roughly \$3,000 from the quarterly billing. Last year they did 3 cuttings, at \$5,000 per cutting, and they would like to do that again this year. As far as opening the swim areas they are planning on have a beach grand opening on May 11, 2019, putting the buoys in place and having the Pastor from Trinity Church do a blessing of the beaches. Committee members questioned whether the buoys would then be removed the following week to accommodate the speed boat races. Brittain said they would not be removed because that is a swim area, and the boats should not be in those areas. He then unveiled the new signs that were made for both Lakeside Beach and Roller Rink Beach, which would be erected at the beach grand opening.

b. Spielbauer Fireworks: Chair Bernstein reported that the quote for the fireworks was \$7,250, which was the same as last year, and that a resolution would be needed to contract Spielbauer and approve the expenditure.

Out of order of the agenda, Chair Bernstein brought up weed harvesting again and that she talked to Burlington Equipment and found out the weed cutting equipment is very expensive and very hard to maintain, and that it is not feasible to think the Village would ever purchase their own equipment. She discovered that Clearwater (who was used to do the cutting this year) uses equipment that is older, and charges \$200 per hour. Burlington recommended Midwest Aquatics because they use newer equipment that covers a larger cutting area, and they charge \$150 per hour. That would equate to \$3,400 per cutting instead of \$5,000 per cutting with Clearwater, which would allow for a possible fourth cutting. Trustee Marcinkus suggested Midwest Aquatics come to a meeting for a presentation. A motion was made by William Radwell, seconded by Supervisor Sullivan, to look further into changing to Midwest Aquatics and make a recommendation to the Board. A voice vote was unanimous; motion carried.

Village of Bloomfield
N1100 Town Hall Road
P.O. Box 609
Pell Lake, WI 53157

Joint Parks, Lakes & Recreation
Meeting Minutes
April 29, 2019
Page 2 of 2

4. Old Business (Discussion and Possible Action):

- a. Updates for Beach Equipment Replacement/Refurbishing (Timeline): Rich Olenoski reported that he examined the tables and benches. He repaired one table and one bench. They need to be repainted. Also, the white posts defining the beach area could use a coat of paint. He could possibly ask Modern Woodsmen for a donation of the paint.
- b. Updates for Beach Shelter Ideas: Rich Olenoski supplied pictures of a covered shelter superimposed on the beach. It is on sale at Costco. It is 12' x 14' and the sale price is \$1,499.99 delivered. They would also need 4 cement footings each, and volunteers to build the shelters. A zoning and building permit would also need to be obtained. A motion was made by Supervisor Sullivan, seconded by Trustee Alvarez, to put the shelter plans before the Planning and Zoning Commission. A voice vote was 5 ayes to 1 nay, with William Radwell voting nay. Motion carried.
- c. 4th of July Ad Book: Trustee Sullivan reported that the printing charges would be less this year, as not as many copies would be ordered. To date 27 ads had been paid for, 15 ads had not been paid for, but were committed, making a total of 43. Also 16 posters had been sold. May 30, 2019 is the last day to pay for the ads. Chair Bernstein reported that William Radwell made the suggestion of drafting a thank you letter to send to businesses/residents who purchased ads. A motion was made by William Radwell, seconded by Supervisor Sullivan, to draft a thank you letter to send out and recommend it to the Board. A voice vote was unanimous; motion carried.

5. Adjournment:

A motion was made by William Radwell, seconded by Supervisor Sullivan to adjourn at 6:30 p.m.

Respectfully submitted,

Jill Marcanti
Recording Secretary

1. Call to Order:

Chairman Dan Aronson called the meeting to order at 6:31 p.m. The following committee members were present: Chair Dan Aronson, Co-Chair Becky Gallagher, Trustee Susan Bernstein, Trustee Kevin Conlon, and Karen Brabec. Absent: None.

Chairman Aronson deviated from the agenda taking item 3. New Business (Discussion and Possible Action): h. Administration Fees for Building Permits/Applications/Fees: Building Inspector Joe Mesler presented to the committee his idea to generate more income for the Village by implementing an Administration Fee of 10% on all building Permits/applications/fees. He explained that other municipalities in the area are currently charging an Administration Fee, some earmarking them to special projects such as roads, or just going into general funds to increase revenue. A motion was made by Trustee Bernstein to recommend by resolution or ordinance to the Board to charge a 10% Administration Fee on all building permits/applications/fees. Trustee Conlon reminded the committee that on April 8, 2019 the Board already approved a cost-based administration fee on all permits and applications. Discussion took place. Trustee Bernstein withdrew her motion. A motion was made by Kevin Conlon, seconded by Co-Chair Becky Gallagher to review what the Board actually passed on April 8, and recommend revising the cost-based administration fees to 10% on building permits/applications/fees. A voice vote was unanimous; motion carried.

2. Minutes for Approval – 3-25-2019:

A motion was made by Co-Chair Becky Gallagher, seconded by Karen Brabec to dispense with the reading of and approve the minutes as submitted. A voice vote was unanimous; motion carried.

3. New Business (Discussion and Possible Action):

- a. Direct Seller Permit: Tropical Chill: Discussion took place concerning whether a direct seller needed proof of insurance. It was determined they do not, by getting a permit they are advising the Village they are doing business in the area. A motion was made by Co-Chair Gallagher, seconded by Karen Brabec to recommend approval of the Direct Seller Permit for Tropical Chill with background check approval. A voice vote was unanimous; motion carried.
- b. Direct Seller Permit: TruGreen: A motion was made by Co-Chair Gallagher, seconded by Trustee Bernstein to recommend approval of the Direct Seller Permit for TruGreen. A voice vote was unanimous; motion carried.
- c. Special Event: Spoodogger's Farmers Market: Joshua Spooner explained he wanted to have a farmers market in the parking lot in front of the beach at N1320 S. Lakeshore Dr. the first Saturday of every month during the summer. Discussion took place as to whether insurance is needed for this special event, or is it different with Mr. Spooner just being the sponsor rather than a vendor, if the vendors would each need Direct Seller Permits, and whether or not Mr. Spooner would need to reapply each month. The Village Clerk is to investigate these issues. A motion was made by Co-Chair Gallagher, seconded by Karen Brabec, to recommend approval of the Special Events permit, pending the outcome of the Clerk's investigation, and all issues are dealt with properly prior to the next Board meeting. A voice vote was unanimous; motion carried.

Village of Bloomfield
N1100 Town Hall Road
P.O. Box 609
Pell Lake, WI 53157

Village Administrative Committee
Meeting Minutes
April 29, 2019
Page 2 of 2

- d. Outdoor Extension: Spoondogger's: Trustee Bernstein asked of Police Chief Cole if there had ever been any trouble with the outdoor extension in the past. Chief Cole confirmed there had not been. A motion was made by Trustee Bernstein, seconded by Co-Chair Gallagher to recommend approval of the Outdoor Extension for Spoondogger's. A voice vote was unanimous; motion carried.
 - e. Outdoor Extension: Nippersink: Committee members questioned if the outdoor extension was going to be in the same area as last year. A motion was made by Co-Chair Gallagher, seconded by Karen Brabec, to recommend approval of the Outdoor Extension for Nippersink Golf Club and Resort. A voice vote was unanimous; motion carried.
 - f. Performance Fireworks Application: Co-Chair Gallagher questioned the certificate of insurance, which the applicant informed he had just given it to the Clerk. A motion was made by Co-Chair Gallagher, seconded by Kevin Conlon to recommend approval of the Fireworks Application for Performance Fireworks with verification of proof of insurance, and all items on page 4 of the application are correctly updated. A voice vote was unanimous; motion carried.
 - g. Special Assessment Letter Fees (Village/Utility): No discussion was had, or action taken.
4. Old Business (Discussion and Possible Action):
- a. Employee Manual Update:
 - l. Appointments for Admin Sub Committee: Chairman Aronson confirmed that appointments to the committee have been made. Co-Chair Gallagher stated she would work on setting up a meeting.
5. Adjournment:
A motion was made by Trustee Bernstein, seconded by Kevin Conlon to adjourn at 7:15 p.m.

Respectfully submitted,
Jill Marcanti
Recording Secretary

1. Call to Order and Sign-In Sheet:

Chairwoman Becky Gallagher called the meeting to order at 7:16 p.m. The following committee members were present: Chair Gallagher, Co-Chair Dan Aronson, Trustee Susan Bernstein, Trustee Kevin Conlon, and Jodi Kelleher. Absent: None.

2. Minutes for Approval – 03-25-2019:

A motion was made by Trustee Conlon, seconded by Trustee Bernstein, to dispense with the reading of and approve the minutes with the correction of the last meeting date being March 25, 2019. A voice vote was unanimous; motion carried.

3. New Business (Discussion and Possible Action):

Chair Gallagher reported that the question the committee had last month in the Budget Comparison – General Fund posting for General Tax Revenue of approximately \$11,000 has to do with 2018 taxes, but can not be changed at this time due to the audit in process. Chair Gallagher asked if there were any questions with the Check Register-General Fund. Trustee Bernstein questioned check 6825 – Cintas- \$426.72, she thought the Highway Dept. was going off uniforms. Interim Administrator Cole informed her they will be shortly. She also questioned check 6852 – Clark & Dietz - \$367.37. Co-Chair Aronson explained this was an engineering expense for the McKay Park grant, and that was in front of the past Village President, so he did not know exactly what it was for. Trustee Bernstein asked if this was the total amount, or if it was split with the Town. Interim Administrator Cole is to check on that. She also questioned check 6858 – Horton Group - \$1148.00 which was explained as insurance for the plow. She also questioned check 6860 – JG Uniforms - \$544.69. Interim Administrator Cole explained that was for Police vests. She also questioned check 6863 – Monroe Truck equipment - \$4,277.21. Interim Administrator Cole explained it was for plow #2 wing post that had twisted and broke. Trustee Conlon questioned check 6873 – Walworth County Public Works - \$2,873.78 which Interim Administrator Cole explained were for parts that wear out regularly for all the plows. Next they reviewed the Check Register-Utility Fund. There were no questions. A motion was made by Trustee Bernstein, seconded by Trustee Conlon to receive and file the Check Registers for both the General Fund and Utility Fund. A voice vote was unanimous; motion carried. The committee then reviewed the Budget Comparison-General Fund. Chair Gallagher questioned the difference in Public charges for services for refuse & garbage from 2018 to 2019. Interim Administrator Cole explained he believed something got moved when they renewed the contract this year, or it could be a coding error. He would check into it. In looking over the Budget Comparison-Sewer Fund, Trustee Conlon questioned account 831 Operation Expenses-Maintenance Sewer Collect System. Interim Administrator Cole explained that was from when the generator went down. A motion was made by Trustee Conlon, seconded by Trustee Bernstein to recommend approval and filing of the Budget Comparisons. A voice vote was unanimous; motion carried.

4. Adjournment:

A motion was made by Trustee Conlon, seconded by Trustee Bernstein to adjourn at 7:35 p.m.

Respectfully submitted,

Jill Marcanti
Recording Secretary

1. Call to Order and Sign-In Sheet:

Chairman Dan Aronson called the meeting to order at 5:35 p.m. The following committee members were present: Chair Dan Aronson, Co-Chair Dan Schoonover, Trustee Kevin Conlon, Jim Leedle, Frank Oudin. Advisory committee members present: Police Chief Cole, Fred Klabunde. Advisory committee members absent: Fire Chief Schalow, Domenic Alexandroni.

2. Minutes for Approval – 04-29-19:

A motion was made by Co-Chair Dan Schoonover, seconded by Kevin Conlon, to dispense with the reading of, and approve the minutes as submitted. A voice vote was unanimous; motion carried.

3. New Business (Discussion and Possible Action):

a. Bid Opening Roads Program 2019 (LRIP): One bid was received from Payne & Dolan, Inc. It was opened and passed around to committee members. The bid was \$146,945.91 for the entire Darling Road in the Town. The bid was \$188,548.83 for the east end (approximately 1 mile) for Litchfield Road in the Village. The bid was \$16,165.21 for Utility Road Restoration. It was questioned as to why the bids are getting fewer and fewer, and was explained that Payne & Dolan have bought up all the other gravel pits in the area, making it impossible for others to compete. A motion was made by Co-Chair Dan Schoonover, seconded by Jim Leedle, to recommend the bid to the Full Boards. A voice vote was unanimous; motion carried.

b. Discussion of a 3-way Stop Sign at Thistle/Catalpa/Lakeshore: Resident Vicki Nelson spoke in favor of the 3-way stop sign, explaining the current situation at the intersection. Chairman Aronson wanted to visit the intersection with Police Chief Cole, and Public Works Supervisor Klabunde. No action was taken at this time.

c. Highway Report: Public Works Supervisor Klabunde reported the Highway Dept. during the month of May, 2019 had patched roads, took down 2 dead trees, cleaned up downed trees from wind, mowed parks and beaches, marked the roads for summer paving projects, put up pedestrian and stop signs on Tombeau Road, started mowing roadsides, put shoulder machine on for summer work, cleaned up the mess left from "Dumpster Days", and sharpened all mower blades. (Report on file in Clerk's office)

d. Utility Report: Utility Director, Domenic Alexandroni reported the Utility Dept. during the month of May, 2019 cleaned out all 6 lift station wet wells with vac truck, the quarterly water disconnections were completed on 5/16/19, wastewater treatment plant CMAR report was completed and a resolution was passed by the Village Board, 6 residential cross connections were completed, and 6 residential meters were replaced. (Report on file in Clerk's office)

4. Old Business:

None

5. Adjournment:

A motion was made by Jim Leedle, seconded by Kevin Conlon, to adjourn the meeting at 5:55 p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,
Jill Marcanti, Recording Secretary

6. Call to Order and Sign-In Sheet:

Chairwoman Rita Marcinkus called the meeting to order at 6:00 p.m. The following committee members were present: Chair Marcinkus, Supervisor Tom Sullivan, Trustee Natalie Alvarez, Rich Olenoski, and William Radwell. Absent: None.

7. Minutes for Approval: 02-25-2019 and 04-29-2019:

Discussion took place. There was a question concerning the amount of the grant money received and the difference in the amounts listed in the February minutes versus the April minutes. Interim Administrator Cole explained that the grant total was \$6,053.45, but that the first installment was for \$4,540, and the balance is paid when the grant is done. A motion was made by Supervisor Sullivan, seconded by William Radwell, to dispense with the reading of the February 25, 2019 minutes and approve them as submitted. A voice vote was unanimous; motion carried. A motion was made by Supervisor Sullivan, seconded by Trustee Alvarez, to dispense with the reading of the April 29, 2019 minutes and approve them as submitted. A voice vote was unanimous; motion carried.

8. New Business (Discussion and Possible Action):

- a. 4th of July Parade and Activities: Bobby Jo Walkey was not able to attend the meeting to make a presentation, however, Supervisor Sullivan explained that Bobby Jo arranges the parade. He was going to try to get a flag to be carried in the parade, since there was not one last year and there were complaints. He also explained that there were no activities planned for after the parade. No action needed to be taken.
- b. Clean-up Presentation by Brian Patyk, Bloomfield Sportsmen Club (Flag Island) and Goose Management Plan: Brian Patyk made a presentation to the committee explaining there was very little grass left on the island, only one small patch, it is covered mostly in ferns and sticker vines. He is planning to mow down the ferns and sticker vines, and possibly digging up some ferns and giving them away. He is planning on filling in foot holes with marine plywood and then bury it to make it easier for future mowing. He is planning on cutting some cattails on the front side of the island to clean it up some. He reported that the flag pole is secure. There was little discussion about possibly putting in a bridge in the future. Next year he wants to start using an air canon to scare the geese away, but this discussion can wait until later in the year. A motion was made by Supervisor Sullivan, seconded by William Radwell to go ahead with Brian Patyk's plan. A voice vote was 4 ayes, 1 nay, with Rich Olenoski voting nay.
Supervisor Sullivan made a motion, seconded by William Radwell, to rescind the above motion to make a correction. A voice vote was unanimous; motion carried.
Supervisor Sullivan made a motion, seconded by William Radwell, to recommend approval of Brian Patyk's clean-up plan to the Board. A voice vote was 4 ayes, 1 nay, with Rich Olenoski voting nay.

9. Old Business (Discussion and Possible Action):

- a. 4th of July Ad Book: Supervisor Sullivan reported that all ads are in. There were a total of 63 ads for the Ad Book and 18 posters sold. The ads were 20 color full page ads, 30 color ½ page ads, 2 full page black and white ads, and 11 ½ page black and white ads. A total of \$5,300 was taken in, \$900 outstanding. No action needed to be taken.

Village of Bloomfield
N1100 Town Hall Road
P.O. Box 609
Pell Lake, WI 53157

Joint Parks, Lakes & Recreation
Meeting Minutes
June 3, 2019
Page 2 of 2

- b. Weed Harvesting Resolution & Future Weed Harvesting Options: A motion was made by Chair Marcinkus, seconded by Supervisor Sullivan, to recommend approval of the resolution for Clearwater to do the harvesting for 2019 to the Board. A voice vote was unanimous; motion carried. Chair Marcinkus would like to keep the item of future options for weed harvesting ongoing until other harvesters can be contacted.

10. Adjournment:

A motion was made by Supervisor Sullivan, seconded by Trustee Alvarez, to adjourn the meeting at 6:37 p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,
Jill Marcanti, Recording Secretary

11. Call to Order and Sign-In Sheet:

Chairman Dan Aronson called the meeting to order at 6:42 p.m. The following committee members were present: Chairman Dan Aronson, Co-Chair Becky Gallagher, Trustee Kevin Conlon, and Karen Brabec. Committee members absent: Trustee Susan Bernstein.

12. Minutes for Approval: 04-29-2019:

A motion was made by Karen Brabec, seconded by Kevin Conlon, to dispense with the reading of and approve the minutes as submitted. A voice vote was unanimous; motion carried.

13. New Business (Discussion and Possible Action):

- a. Dept. of Employee Trust Funds – New Employer Resolution (Health Insurance): It was explained that the Wisconsin Dept. of Employee Trust Funds updated their employer manual and a new Resolution needs to be signed by the Village. A motion was made by Trustee Conlon, seconded by Co-Chair Gallagher to recommend approval and signing of the New Employer Resolution. A voice vote was unanimous; motion carried.
- b. Class B Combination Liquor License (Original) Lakeside Biz LLC – The Rock Bar II: and Class B Combination Liquor Licenses (Renewals): CEB Vending, Inc. – Pub & Grub, Chris’s Steel Horse Saloon, Friends, Lakeside Biz LLC – The Rock Bar II, Pell Lake Inn, Shepherd Ent., LLC – Nippersink Golf Club & Resort, Spoodogger’s LLC – Spoodogger’s, Stefron Ltd – Upper Crust Pizzeria, VIOS, Inc. – The Southern Stop: An omnibus motion was made by Co-Chair Gallagher, seconded by Trustee Conlon, to recommend approval of all above listed Class B Combination Liquor Licenses to the Board (listed as items 13 b and d on the agenda). A voice vote was unanimous; motion carried.
- c. Class A Combination Liquor Licenses (Renewals): Pell Lake Mobil, Inc., and Red Store, Inc. – Lakeside Country Store. An omnibus motion was made by Co-Chair Gallagher, seconded by Karen Brabec, to recommend approval of both Class A Combination Liquor licenses to the Board. A voice vote was unanimous; motion carried.
- d. Cigarette Retail Licenses (Renewals): Pell Lake Mobil, Red Store, Inc. – Lakeside Country Store, Friends, Shepherd Ent., LLC – Nippersink Golf Club & Resort: An omnibus motion was made by Co-Chair Gallagher, seconded by Karen Brabec, to recommend approval of all four Cigarette Retail Licenses to the Board. A voice vote was unanimous; motion carried.
- e. Outdoor Extensions (Renewals): CEB Vending, Inc. – Pub & Grub, Chris’s Steel Horse Saloon, VIOS, LLC – The Southern Stop (contingent upon installation of fence): Discussion took place concerning The Southern Stop and the problems with closing off the outdoor extension. Chairman Aronson and Police Chief Cole are to make a visit to the property, and figure out a possible solution. A motion was made by Co-Chair Gallagher, seconded by Trustee Conlon, to recommend approval of the Outdoor Extension for CEB Vending, Inc. – Pub & Grub and Chris’s Steel Horse Saloon to the Board, and recommend a provisional approval for The Southern Stop pending the visit to the property and possible solution. A voice vote was unanimous; motion carried.

14. Old Business (Discussion and Possible Action):

- a. Lake Tombeau/Lake Benedict Water Levels: A motion was made by Chairman Aronson, seconded by Karen Brabec, to table this item until next month when Trustee Bernstein is in attendance.

Village of Bloomfield
N1100 Town Hall Road
P.O. Box 609
Pell Lake, WI 53157

Administrative Committee
Meeting Minutes
June 3, 2019
Page 2 of 2

- b. Administration Fees for Building Permits/Applications/Fees: Chairman Aronson presented committee members with his ideas for raising fees. Discussion took place. Zoning Administrator Marcanti is to make a list of residents that should have had to pay cost recovery fees over the past 6 months. A motion was made by Co-Chair Gallagher, seconded by Karen Brabec, to table this item until next month. A voice vote was unanimous; motion carried.

15. Adjournment:

A motion was made by Kevin Conlon, seconded by Karen Brabec, to adjourn the meeting at 7:30 p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,
Jill Marcanti, Recording Secretary

Village of Bloomfield
N1100 Town Hall Road
P.O. Box 609
Pell Lake, WI 53157

Finance Committee
Meeting Minutes
June 3, 2019
Page 1 of 1

16. Call to Order and Sign-In Sheet:

Chairwoman Becky Gallagher called the meeting to order at 7:31 p.m. The following committee members were present: Chair Gallagher, Co-Chair Dan Aronson, and Trustee Kevin Conlon. Absent: Trustee Susan Bernstein and Jodi Kelleher.

17. Minutes for approval:

A motion was made by Co-Chair Aronson, seconded by Trustee Conlon, to dispense with the reading of, and approve the minutes as submitted. A voice vote was unanimous; motion carried.

18. New Business (Discussion and Possible Action):

- a. Finance Reports: A motion was made by Chair Gallagher, seconded by Trustee Conlon, to recommend approval and filing of both the Village and Utility Check Registers. A voice vote was unanimous; motion carried. A motion was made by Trustee Conlon, seconded by Co-Chair Aronson to recommend approval and filing of both the Village and Utility Budget Comparisons. A voice vote was unanimous; motion carried.

19. Adjournment:

A motion was made by Trustee Conlon, seconded by Co-Chair Aronson, to adjourn the meeting at 7:33 p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,
Jill Marcanti, Recording Secretary

1. Call to Order and Sign-in Sheet:

Chairman Dan Aronson called the meeting to order at 5:30 p.m. The following committee members were present: Chair Dan Aronson, Co-Chair Dan Schoonover, Jim Leedle, and Frank Oudin. Committee members absent: Trustee Kevin Conlon. Advisory committee members present: Fred Klabunde, and Domenic Alexandroni. Advisory committee members absent: Police Chief Cole, and Fire Chief Schalow.

2. Minutes for Approval – 06-03-19:

A motion was made by Jim Leedle, seconded by Frank Oudin, to dispense with the reading of, and approve the minutes of the June 3, 2019 meeting as submitted. A voice vote was unanimous; motion carried.

3. New Business (Discussion and Possible Action):

- a. Discussion of a stop sign at Mulberry and Wisteria: Public Works Supervisor Klabunde did not feel a stop sign at that location was really necessary. The cost of signs was questioned. They cost between \$75.00 and \$80.00 each for the sign and post. Police Chief Cole was not in attendance to give his opinion. A motion was made by Frank Oudin, seconded by Co-Chair Schoonover to table this item until next month when the Police Chief will be available for comment. A voice vote was unanimous; motion carried.
- b. Highway Report: Public Works Supervisor Fred Klabunde reported that during the month of June the Highway Dept. patched pot holes and break-offs, mowed roadsides, cleaned outlet culverts of lake-beaver debris, replaced Police garage service door, graded Ridge Road and Speckman-Leedle Road, and fixed parks mower. (Report on file in Clerk's office)
- c. Utility Report: Utility Director Domenic Alexandroni reported that during the month of June the Utility Dept. repaired 6 water main valves, installed the new generator at Lake Shore Dr. lift station, quarterly water meter reading was completed, replaced a bulb on wastewater treatment plant UV system, 12 residential cross connections were completed, and 13 residential meters were replace. (Report on file in Clerk's office)

4. Old Business (Discussion and Possible Action):

- a. Discussion of a 3-way stop at Thistle/Catalpa/Lakeshore: Public Works Supervisor Fred Klabunde felt that the yield signs could be changed to stop signs, and possibly put the yield signs on Thistle. Police Chief Cole was not in attendance to comment. A motion was made by Frank Oudin, seconded by Dan Schoonover, to table this item until next month when the Police Chief will be available for comment. A voice vote was unanimous; motion carried.

5. Adjournment:

A motion was made by Co-Chair Dan Schoonover, seconded by Jim Leedle to adjourn the meeting at 5:40 p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,
Jill Marcanti, Recording Secretary

6. Call to Order and Sign-in Sheet:
Chairwoman Rita Marcinkus called the meeting to order at 5:42 p.m. The following committee members were present: Chair Marcinkus, Supervisor Tom Sullivan, Trustee Natalie Alvarez, Rich Olenoski, and William Rdwell (arrived at 5:47). Absent: none.
7. Minutes for Approval: 06-03-19:
A motion was made by Supervisor Sullivan, seconded by Chair Marcinkus, to dispense with the reading of, and approve the minutes of the June 3, 2019 meeting as submitted. A voice vote was unanimous; motion carried.
8. New Business (Discussion and Possible Action):
 - a. 5-Yr. Aquatic Plant Management Plan Update – Jim Scharl: A motion was made by Supervisor Sullivan, seconded by Chair Marcinkus, to deviate from the agenda and take Old Business first, as Jim Scharl had not yet arrived. A voice vote was unanimous; motion carried.
9. Old Business (Discussion and Possible Action):
 - a. 4th of July Parade: Bobby Jo Walkey reported that she had sent out 62 Parade Entry Forms and had received 13 new parade participants so far, so the parade will be longer this year. There will not be any vendors on the parade route, as she was too late to get that set up. She will try for next year. It was confirmed that Ken Monroe will shoot off the cannon again this year. No action needed on this item.
 - b. Future Weed Harvesting Options: A motion was made by Supervisor Sullivan, seconded by Trustee Alvarez, to table this item until next month in order to get more responses from other weed harvesters. A voice vote was unanimous; motion carried.
10. Call Recess: A motion was made by Rich Olenoski, seconded by William Radwell to take a recess at 5:51 pm, as Jim Scharl had not arrived yet. A voice vote was unanimous; motion carried.
11. Call to Order: Chair Marcinkus made a motion, seconded by William Radwell, to call the meeting back to order at 6:45 p.m. A voice vote was unanimous; motion carried. (Trustee Alvarez had left before the meeting was called back to order)
12. (8a on original agenda) New Business: 5-Yr Aquatic Plant Management Plan Update – Jim Scharl of Wisconsin Lake and Pond Resource, LLC gave a power point presentation of the 5 Year Aquatic Plant Management Plan which the WDNR suggests be done every 5 years. He reported that Eurasian Water Milfoil was the most invasive plant in Pell Lake, and a lot of it. There is curly leaf pondweed, which is a good weed, but normally located further up north. He reported that they found there are 21 different species of weeds in the lake. He would be getting back to Joint Parks, Lakes & Recreation sometime in fall to go over the plan further.
13. Adjournment:
A motion was made by Supervisor Sullivan, seconded by William Radwell, to adjourn the meeting at 7:18 p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,
Jill Marcanti, Recording Secretary

11. Call to Order and Sign-In Sheet:

Chairman Dan Aronson called the meeting to order at 5:54 p.m. The following committee members were present: Chairman Aronson, Co-Chair Becky Gallagher, Karen Brabec, Trustee Susan Bernstein. Absent: Trustee Kevin Conlon.

12. Minutes for Approval: 06-03-19: Trustee Bernstein made a motion, seconded by Karen Brabec, to dispense with the reading of, and approve the minutes of the June 3, 2019 meeting as submitted. A voice vote was unanimous; motion carried.

13. New Business (Discussion and Possible Action):

- a. Temporary Class "B" License to Sell Fermented Malt Beverages/Wine at Picnics: PLLA Lakefest: It was questioned whether or not an Operator License was required, and a Temporary Operator License is required, which was further down on the agenda. A motion was made by Trustee Bernstein, seconded by Karen Brabec, to approve the Temporary Class "B" License. A voice vote was unanimous; motion carried.
- b. Outdoor Extension: The Rock Bar II – contingent upon completion of fence and inspections by Police, Fire, Building, and Zoning: Zoning Administrator Marcanti reported that she had visited the location earlier in the day, and they were not yet in compliance. Chair Aronson reported he visited later in the day and they were working on the changes that needed to be made. A motion was made by Trustee Bernstein, seconded by Karen Brabec, to approve the outdoor extension contingent upon approval from the Police Chief, Fire Chief, and Building/Zoning. A voice vote was unanimous; motion carried.
- c. Operator License(s): Grace Graff (Orig); Veronica Quirino (Orig); Cynthia Howard (Temp); Nicholas Brittain (Temp): It was questioned whether or not the background checks had been completed, and they had. A motion was made by Trustee Bernstein, seconded by Karen Brabec, to approve the four Operator Licenses.
- d. Review of Employee Insurance Programs: Trustee Bernstein made the request that all Employee Insurance Programs be reviewed once a year at renewal time and to get some comparison quotes. No action was taken at this time.
- e. Receptacle for St. Mary's Memorial Food Pantry: St. Mary's has a receptacle they can use, and they will check it and pick up any donations once a week. This item is to be forwarded to the Board for approval.
- f. Highway Department name to include "Maintenance": Trustee Bernstein felt the Highway Dept. should be doing maintenance around the building like painting and changing light bulbs. It was explained that they already do some of the maintenance around the building, and that being called "Public Works should be sufficient. No action was taken at this time.
- g. Amusement Device Fees: Chair Aronson explained Trustee Conlon was behind this idea, and since he was not in attendance this item should be tabled to next month.
- h. Discuss Possible Regulations for Wedding Barns: An omnibus motion was made by Co-Chair Gallagher, seconded by Trustee Bernstein, to table both items g – Amusement Device Fees and h – Wedding Barns until next month. A voice vote was unanimous; motion carried.

14. Old Business (Discussion and Possible Action):

- a. Lake Tombeau/Lake Benedict Water Levels: Trustee Bernstein explained the problem with the water level and the dam, and how some residents believe the DNR made an error in

Village of Bloomfield
N1100 Town Hall Road
P.O. Box 609
Pell Lake, WI 53157

Administrative Committee
Meeting Minutes
June 24, 2019
Page 2 of 2

calculating what the medium level should be. Trustee Bernstein is to ask the DNR if they would come out again and recalculate. No action taken at this time.

- b. Administration Fees and Increase for Building Permits/Applications/Fees: Discussion took place concerning the proposed changes. A motion was made by Co-Chair Gallagher, seconded by Trustee Bernstein, to recommend the proposed changes (in blue ink) to the Board for approval. A voice vote was unanimous; motion carried.
- c. Employee Manual Update: A meeting needs to be scheduled for the committee to work on the Manual further.

15. Adjournment:

A motion was made by Trustee Bernstein, seconded by Karen Brabec, to adjourn the meeting at 6:41 p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,
Jill Marcanti, Recording Secretary

16. Call to Order and Sign-In Sheet:

Chairwoman Becky Gallagher called the meeting to order at 7:20 p.m. The following committee members were present: Chair Gallagher, Co-Chair Dan Aronson, and Trustee Susan Bernstein. Absent: Trustee Kevin Conlon and Jodi Kelleher.

17. Minutes for Approval: 06-03-19:

A motion was made by Chair Gallagher, seconded by Trustee Bernstein to dispense with the reading of, and approve the minutes of the June 3, 2019 meeting as submitted. A voice vote was unanimous; motion carried.

18. New Business (Discussion and Possible Action):

It was pointed out that there would be no more rental fees for the generator as the new generator has been installed. It was also pointed out that the Lake Management Fund now had its own checking account. Discussion took place concerning the General Fund Check Register. Trustee Bernstein questioned what the deferred compensation was. It was explained it was the employee retirement fund. She also questioned the amount of the Principal Life Insurance check. It was explained it was the life insurance premium. She also questioned the two checks in the amount of \$244.90 and \$91.85 paid to Clark & Dietz. It was explained that those were for correspondence about McKay Park. She also questioned the payout to Society Insurance for Workman's Comp., and whether there was an injury. It was explained that was the premium. Chair Gallagher made an omnibus motion, seconded by Trustee Bernstein, for approval and filing of both the General Fund and Utility Check Registers and Budget Comparisons. A voice vote was unanimous; motion carried.

19. Adjournment:

A motion was made by Co-Chair Aronson, seconded by Chair Gallagher, to adjourn the meeting at 7:30 p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,
Jill Marcanti, Recording Secretary

1. Call to Order and Sign-In Sheet:

Chairman Dan Aronson called the meeting to order at 5:32 p.m. The following committee members were present: Chair Dan Aronson, Co-Chair Dan Schoonover, and Frank Oudin. Committee members absent: Trustee Kevin Conlon, and Jim Leedle. Advisory committee members present: Fred Klabunde, Domenic Alexandroni, and Police Chief Cole. Advisory committee members absent: Fire Chief Schalow.

2. Minutes for Approval – 06-24-19:

A motion was made by Co-Chair Schoonover, seconded by Chair Aronson, to dispense with the reading of and approve the minutes of the June 24, 2019 meeting as submitted. A voice vote was unanimous; motion carried.

3. New Business (Discussion and Possible Action):

a. Discussion of Welcome to Lake Ivanhoe Sign: It was decided that the current sign at the entry point needs to remain because it has the parking restrictions on it. It was asked if any of the committee members knew where the residents wanted a sign placed, or who was going to pay for the sign. It was not known. No action was taken at this time in order to obtain more information from the residents of Lake Ivanhoe.

b. Highway Report: Public Works Supervisor, Fred Klabunde reported in July 2019 the Highway Dept. mowed roadsides, patched roads, marked and prepped roads for paving, cleaned up guard rails on bridges, cleaned up downed trees and limbs, cleared brush from in front of stop signs, and received a salt shipment of 561.40 tons. It was asked if cold patch had been obtained yet, Klabunde reported it had not due to the fact that Asphalt Contractors in Burlington had not made any yet. A motion was made by Co-Chair Schoonover, seconded by Frank Oudin to accept the Highway Report. A voice vote was unanimous; motion carried. (Report on file in Clerk's Office)

Residents in the audience asked if they could address the committee concerning the poor condition of Powers Lake Road. They were told they could not because it was not on the agenda, but they would be placed on next month's agenda.

c. Utility Report: Utility Director, Domenic Alexandroni reported in July 2019 the Utility Dept. cleaned 47,255 feet of sewer lines, maintenance was completed on 238 out of 480 fire hydrants, 16 fire hydrants had been painted, 8 residential cross connections were completed, 9 residential meters were replaced, the bulb was changed on the UV system wastewater plant, and samples were collected at both beaches and delivered to Burlington for E. Coli analysis. A motion was made by Frank Oudin, seconded by Co-Chair Schoonover, to accept the Utility Report. A voice vote was unanimous; motion carried. (Report on file in Clerk's Office)

4. Old Business (Discussion and Possible Action):

a. Discussion of a 3-Way Stop at Thistle/Catalpa/Lakeshore: Discussion took place about putting a stop sign on Thistle at Catalpa and one on Catalpa at Thistle, and to have them flagged to help get them noticed. A motion was made by Co-Chair Schoonover, seconded by Frank Oudin to send this idea to the Village Board. A voice vote was unanimous; motion carried.

b. Discussion of Stop/Yield Sign at Mulberry/Wisteria: Discussion took place about putting a stop sign on Wisteria at Mulberry, and putting a yield sign on Mulberry at Wisteria. A

motion was made by Co-Chair Schoonover, seconded by Frank Oudin, to send this idea to the Village Board. A voice vote was unanimous; motion carried.

5. Motion for Adjournment:

A motion was made by Co-Chair Schoonover, seconded by Frank Oudin to adjourn the meeting at 5:47 p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,
Jill Marcanti, Recording Secretary

Village of Bloomfield
N1100 Town Hall Road
P.O. Box 609
Pell Lake, WI 53157

Joint Parks, Lakes & Recreation
Meeting Minutes
July 29, 2019
Page 1 of 1

6. Call to Order and Sign-In Sheet:

Chairwoman Rita Marcinkus called the meeting to order at 5:52 p.m. The following committee members were present: Chair Marcinkus, Supervisor Tom Sullivan, Rich Olenoski, and William Radwell. Committee member absent: Trustee Natalie Alvarez.

7. Minutes for Approval – 06-24-2019:

A motion was made by Supervisor Sullivan, seconded by William Radwell, to dispense with the reading of, and approve the minutes of the June 24, 2019 meeting as submitted. A voice vote was unanimous; motion carried.

8. New Business (Discussion and Possible Action):

There was no new business.

9. Old Business (Discussion and Possible Action):

- a. 4th of July Booklets: Supervisor Sullivan asked the Clerk if all the ads had been paid for. She reported that they had. The Village brought in a total of \$5,950.00 from the ad booklets and posters. They cost approximately \$3,000.00 to print, so the balance of \$2,950.00 went towards paying for fireworks. William Radwell brought a sample of a thank you note he created to send out to the people that bought ads in the booklet. The thank you notes cost \$10.00 to print up. A motion was made by William Radwell, seconded by Supervisor Sullivan to ask the Village Board to pay Twin Lakes Library the \$10.00 for printing the thank you notes. A voice vote was unanimous; motion carried.

10. Motion for Adjournment:

A motion was made by Rich Olenowski, seconded by Supervisor Sullivan to adjourn the meeting at 6:05 p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,
Jill Marcanti, Recording Secretary

11. Call to Order and Sign-In Sheet:

Chairman Dan Aronson called the meeting to order at 6:06 p.m. The following committee members were present: Chair Aronson, Co-Chairwoman Becky Gallagher, Karen Brabec, Trustee Susan Bernstein. Committee member absent: Trustee Kevin Conlon.

12. Minutes for Approval – 06-24-2019:

A motion was made by Trustee Bernstein, seconded by Karen Brabec, to dispense with the reading of, and approve the minutes of the June 24, 2019 meeting as submitted. A voice vote was unanimous; motion carried.

13. New Business (Discussion and Possible Action):

- a. Operator's License(s): Jessica Schmidt (Orig.) and Cassandra Inman (Orig.): A motion was made by Co-Chair Gallagher, seconded by Karen Brabec to recommend the two original Operator's Licenses to the Board for approval. A voice vote was unanimous; motion carried.
- b. Clark/Dietz Proposal for Services – McKay Park Improvements: Co-Chair Gallagher questioned whether this was the correct committee to review this since it was not involved the discussions concerning McKay Park, and that maybe it should go to the McKay Park Ad-Hoc Committee instead. Co-Chair Gallagher made a motion, seconded by Karen Brabec, to forward the Clark/Dietz Proposal to both the Town Board and Village Board with no recommendation from the Administrative Committee. A voice vote was unanimous; motion carried.

14. Old Business (Discussion and Possible Action):

- a. Lake Tombeau/Lake Benedict Water Levels: Trustee Bernstein is to resend copies of letters on the water levels to Chairman Aronson, as she used an incorrect email address. Trustee Bernstein also reported she had not yet heard back from the DNR to date. No action was taken at this time.
- b. Increases for Building Permits/Applications/Fees: Building Inspector, Joe Mesler, made some changes to the suggested fee schedule. Co-Chair Gallagher made a motion, seconded by Karen Brabec, to recommend the Increases for Building Permits/Applications/Fee Schedule to the Village Board once the changes suggested by the Building Inspector are made. A voice vote was unanimous; motion carried.
- c. Employee Insurance: The Village Clerk wanted direction whether she should use the current broker the Village uses to get comparable quotes, which is Josh Strain of One Digital, or should she look for a different broker. It was decided since there was a time constraint she should use the current broker, and maybe in January or February the Village could look for different brokers. No action was taken at this time.
- d. Wedding Barns "Special Events Venue": The Village Clerk explained what she learned concerning liquor licenses for this type of Special Events Venue. The Zoning Administrator was waiting to hear back from Cupola Events Barn in Oconomowoc, WI with regards to sanitation and parking. Since there was no pressing reason for taking action, no action was taken at this time.
- e. Employee Manual Update: No update at this time.

15. Motion for Adjournment:

A motion was made by Trustee Bernstein, seconded by Karen Brabec, to adjourn the meeting at 6:32 p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,
Jill Marcanti, Recording Secretary

Village of Bloomfield
N1100 Town Hall Road
P.O. Box 609
Pell Lake, WI 53157

Finance Committee
Meeting Minutes
July 29, 2019
Page 1 of 1

16. Call to Order and Sign-In Sheet:

Chairwoman Becky Gallagher called the meeting to order at 6:31 p.m. The following committee members were present: Chair Gallagher, Co-Chair Dan Aronson, Trustee Susan Bernstein, and Jodi Kelleher. Committee member absent: Trustee Kevin Conlon.

17. Minutes for Approval – 06-24-2019:

A motion was made by Co-Chair Aronson, seconded by Jodi Kelleher, to dispense with the reading of and approve the minutes of the June 24, 2019 minutes as submitted. A voice vote was unanimous; motion carried.

18. New Business (Discussion and Possible Action):

- a. Finance Reports: General Fund Checking: Trustee Bernstein questioned expenditure #7036 to Pro-Tech Security Sales for police vests. Chief Cole explained they are on a 5 year rotation for vests. Trustee Bernstein pointed out in the General Fund Budget Comparison the Village is at 40-60% which is where it should be. Trustee Bernstein questioned the Budget Comparison General Building on page 6 was at 401%, which the Clerk explained will be corrected once the actual numbers are received from the auditors. In the Utility checking an Aurora expense was questioned and was explained to be for random drug testing. Co-Chair Aronson made an omnibus motion, seconded by Trustee Bernstein, for approval and filing of both the General Fund and Utility Check Registers and Budget Comparisons. A voice vote was unanimous; motion carried.
- b. Possible Income Growth Ad-Hoc Committee: Discussion took place concerning creating a resolution to form an Income Growth Ad-Hoc Committee to discuss any and all possible ideas to present to the Board. It was discussed to have 5 committee members, with Trustee Conlon needing to be contacted to see if he wanted to be a part of it. The committee members were to be the Finance Committee members, with possibly having to replace Trustee Conlon. They felt they should meet at least for 3 months, asking for an extension if needed. The Town did not want to be a part, as their committee members are already spread too thin. Trustee Bernstein made a motion, seconded by Co-Chair Aronson, for the Clerk to draft a resolution to create an Income Growth ad-Hoc Committee. A voice vote was unanimous; motion carried.

19. Motion for Adjournment:

A motion was made by Co-Chair Aronson, seconded by Trustee Bernstein, to adjourn the meeting at 6:58 p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,
Jill Marcanti, Recording Secretary

VILLAGE OF BLOOMFIELD

N1100 Town Hall Road

P.O. Box 609

Pell Lake, WI 53157

JOINT PUBLIC WORKS, SAFETY, UTILITY, BUILDING, ET.AL.

Meeting Minutes

August 26, 2019

Page 1 of 1

1. Call to Order and Sign-In Sheet:

Chairman Dan Aronson called the meeting to order at 5:30 p.m. The following committee members were present: Chair Aronson, Co-Chair Dan Schoonover, Jim Leedle, Trustee Kevin Conlon, and Frank Oudin. Committee members absent: none. Advisory committee members present: Fred Klabunde, Domenic Alexandroni, and Police Chief Cole. Advisory committee members absent: Fire Chief Schalow.

2. Minutes for Approval: 07-29-2019:

A motion was made by Frank Oudin, seconded by Co-Chair Schoonover, to dispense with the reading of and approve the minutes of the July 29, 2019 meeting as submitted. A voice vote was unanimous; motion carried.

3. New Business (Discussion and Possible Action):

- a. Highway Report: Public Works Supervisor, Fred Klabunde reported in August 2019 the Highway Dept. finished mowing roadsides with one tractor, the second tractor is out of service, cleaned up downed trees and brush, to date 21 loads of chips, the grader patched Tombeau Rd and Powers Lake Rd. North, paving for the 2019 paving program has been completed, shouldering will commence Tuesday, August 27-Wednesday, August 28, 2019, had another dumpster event, need to look at 2 dumpsters per event, one is not enough. (Report on file in Clerk's office).
- b. Utility Report: Utility Director, Domenic Alexandroni reported in August 2019 that 53,000 feet of sewer lines were cleaned, maintenance was completed on 350 fire hydrants, 8 residential cross connections were completed, 10 residential meters were replaced, received the two bids to purchase SCADA (Supervisory Control and Data Acquisition) for the wastewater treatment plant, one from Trotter, and one from Baxter, Woodman which were only a couple hundred dollars apart. (Report on file in Clerk's office). A motion was made by Frank Oudin, seconded by Co-Chair Schoonover to accept both the Highway and Utility Reports. A voice vote was unanimous; motion carried.
- c. Powers Lake Rd Condition: Several residents expressed concerns on how bad the condition of Powers Lake Rd has gotten due to all the heavy truck traffic. The shouldering as well, and there is no discernable center line or side lines. Chair Aronson and Administrator Cole explained that budget work was going to begin soon, and that they are going to concentrate on Powers Lake Rd, Tombeau Rd, and Center Dr. There is a new state roads program which might possibly allow Bloomfield to receive more money from the state than previous years, however, applications have not been received yet.

4. Old Business (Discussion and Possible Action): None at this time.**5. Adjournment:**

A motion was made by Jim Leedle, seconded by Frank Oudin, to adjourn the meeting at 5:50 p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,

Jill Marcanti

Recording Secretary

VILLAGE OF BLOOMFIELD

N1100 Town Hall Road
P.O. Box 609
Pell Lake, WI 53157

JOINT PARKS, LAKES & RECREATION

Meeting Minutes
August 26, 2019
Page 1 of 1

6. Call to Order and Sign-In Sheet:

Chairwoman Rita Marcinkus called the meeting to order at 5:55 p.m. The following committee members were present: Chair Marcinkus, Supervisor Tom Sullivan, Rich Olenoski, Trustee Natalie Alvarez, and William Radwell. Committee members absent: None.

7. Minutes for Approval: 07-29-2019:

A motion was made by Chair Marcinkus, seconded by William Radwell, to dispense with the reading of and approve the minutes of the July 29, 2019 meeting as submitted. A voice vote was unanimous; motion carried.

8. New Business (Discussion Only):

- a. Fish Stocking Report: Chair Marcinkus reported that 900 large fingerling largemouth bass were added to Pell Lake on Wednesday, August 14, 2019 by a Biologist from Black River Falls.
- b. Geese Report: Chair Marcinkus reported that the geese are "pond hopping" now. She also reported on the dates for Goose Hunting.
- c. Chemicalization of Pell Lake in Early Spring: Chair Marcinkus reported that more discussion on this would need to take place once they received the Aquatic Plant Management Plan some time in February. She explained that the chemicals are added in early spring before the water temperature rises above 65 degrees. Rich Olenoski spoke out against using poison in the lake and know other lakes that have done it and were not happy with it, saying that it kills the fish. Other residents spoke against using the poison and possibly looking into milfoil weevils instead. (Report on file in Clerk's office).

9. Old Business (Discussion and Possible Action):

- a. 4th of July Thank you Certificates: The Clerk needs a copy of the 4th of July Thank You Certificate for the Board to approve. William Radwell will get her a copy for approval. No action taken at this time.

10. Adjournment:

A motion was made by Trustee Sullivan, seconded by William Radwell to adjourn the meeting at 6:17 p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,
Jill Marcanti
Recording Secretary

VILLAGE OF BLOOMFIELD

N1100 Town Hall Road

P.O. Box 609

Pell Lake, WI 53157

ADMINISTRATIVE COMMITTEE

Meeting Minutes

August 26, 2019

Page 1 of 1

11. Call to Order and Sign-In Sheet:

Chairman Dan Aronson called the meeting to order at 6:18 p.m. The following committee members were present: Chair Aronson, Co-Chairwoman Becky Gallagher, Trustee Susan Bernstein, and Trustee Kevin Conlon. Committee member absent: Karen Brabec.

12. Minutes for Approval: 07-29-2019:

A motion was made by Trustee Bernstein, seconded by Co-Chair Gallagher, to dispense with the reading of and approve the minutes of the July 29, 2019 meeting as submitted. A voice vote was unanimous; motion carried.

13. New Business (Discussion and Possible Action):

- a. Operator's License: Lucinda Gomez (Orig.): Trustee Bernstein questioned whether there was a problem with the question about a felony, with the answer being "yes". The Clerk explained that the Police checked into it and approved the license application. A motion was made by Trustee Conlon, seconded by Trustee Bernstein, to recommend approval of the Operator's License from Lucinda Gomez to the Board. A voice vote was unanimous; motion carried.
- b. Possible Repeal & Recreate Chapter 2 Public Records: The Clerk explained that the current Chapter 2 Public Records has some errors in it, and it is far too long, that adopting the Wisconsin Statutes would suffice. A motion was made by Trustee Conlon, seconded by Trustee Bernstein, to give the Clerk permission to work on recreating Chapter 2 Public Records with Administrator Cole and the Village Attorney. A voice vote was unanimous; motion carried.

14. Old Business (Discussion and Possible Action):

- a. Employee Manual Update: None at this time.

15. Adjournment:

A motion was made by Trustee Bernstein, seconded by Co-Chair Gallagher, to adjourn the meeting at 6:28 p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,

Jill Marcanti

Recording Secretary

VILLAGE OF BLOOMFIELD

N1100 Town Hall Road

P.O. Box 609

Pell Lake, WI 53157

FINANCE COMMITTEE

Meeting Minutes

August 26, 2019

Page 1 of 1

16. Call to Order and Sign-In Sheet:

Chairwoman Becky Gallagher called the meeting to order at 6:29 p.m. The following committee members were present: Chair Gallagher, Co-Chairman Dan Aronson, Trustee Susan Bernstein, Trustee Kevin Conlon, and Jodi Kelleher. Committee members absent: None.

17. Minutes for Approval: 07-29-2019:

A motion was made by Trustee Bernstein, seconded by Trustee Conlon, to dispense with the reading of and approve the minutes of the July 29, 2019 meeting as submitted. A voice vote was unanimous; motion carried.

18. New Business (Discussion and Possible Action):

a. Finance Reports: The Clerk explained the new format for the Finance Reports. The committee members liked the new format better. Chair Gallagher asked if there were any questions on the Check Disbursements. Trustee Bernstein questioned check 7063-Chicos LLC, which was parts for the parks mower. She questioned check 7074-Kapur & Assoc. which was zoning review to be recovered through cost recovery. She questioned check 7075-Labor Assoc. of Wi. Which was Union Dues for the Police Dept. She questioned check 7097-Cintas Corp. Administrator Cole explained it was not eliminated yet due to a budgeting error. She questioned check 7112-Wisc. Dept. of Justice, which was for background checks. She questioned if the charge for road salt was salt for this upcoming year, and it was explained that the salt shed was filled for this upcoming season. She questioned why there were two payment to Schuk Law, it was explained one was for July and one was for August. In the Budget Comparison Chair Gallagher was surprised to see building permits were down, but zoning permits were up from last year. Trustee Bernstein questioned why the general buildings was up 376%. It was explained it was a formula that gets corrected on the audit. In the Utility Disbursements Trustee Bernstein asked what BUD Health Care was. It was explained that BUD was short for Bloomfield Utility Dept. An omnibus motion was made by Trustee Conlon, seconded by Co-Chair Aronson, for approval and filing of both the General Fund and Utility Check Registers and Budget Comparisons. A voice vote was unanimous, motion carried.

19. Adjournment:

A motion was made by Trustee Bernstein, seconded by Trustee Conlon, to adjourn the meeting at 6:41 p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,

Jill Marcanti

Recording Secretary

1. Call to Order and Sign-In Sheet: Chairman Dan Aronson called the meeting to order at 5:47 p.m. The following committee members were present: Chair Aronson, Frank Oudin, Jim Leedle, Co-Chair Dan Schoonover. The following committee member was absent: Kevin Conlon. Advisory members present: Police Chief Cole, Public Works Supervisor Fred Klabunde, Utility Director Domenic Alexandroni. Advisory member absent: Fire Chief Schalow.
2. Minutes for Approval – 08-26-2019: A motion was made by Jim Leedle, seconded by Dan Schoonover, to dispense with the reading of and approve the minutes of the August 26, 2019 meeting as submitted. A voice vote was unanimous; motion carried.
3. New Business (Discussion & Possible Action):
 - a. Highway Report: Supervisor Klabunde reported in the month of September the Highway Dept. cleaned up downed trees and branches (not complete) chipper truck is in for repair, 33 loads of chips. Chipper truck (1991) is out of service for repairs – tires, brakes, steering box, radiator, oil cooler, hoses, belts, grease, oil, and filters. Patched roads, did some shouldering. Last dumpster day – 3 full dumpsters plus 1 e-cycle dumpster. Started mowing roadsides with one tractor; waiting for decision on second tractor. (Report on file in Clerk's office).
 - b. Utility Report: Director Alexandroni reported in the month of September the Utility Dept. had the Water Plant generator repaired, put new tires on the 2016 Chevy Silverado, hydrant maintenance is complete for 2019, sewer line cleaning is complete for 2019, hydrant on Myrtle road was repaired, the well meters were calibrated, and bids have been received for the SCADA server at the waste water treatment plant. (Report on file in Clerk's office).
 1. Bid Opening for Utility Scada (Supervisory Control and Data Acquisition) Server: Director Alexandroni brought a representative from Baxter Woodman to the meeting with him to open and look over the bids. The bid from CPME, Burlington, WI was for \$23,795.00 and the bid from Concentric Integration, Crystal Lake, IL was for \$30,910.00. He said they were both almost identical, and both cut their price, they both had an original bid starting out at \$37,000. A motion was made by Dan Schoonover, seconded by Jim Leedle, to go with the \$23,794.00 bid. A voice vote was unanimous; motion carried.
4. Old Business: None
5. Motion for Adjournment: A motion was made by Frank Oudin, seconded by Jim Leedle, to adjourn the meeting at 5:55 p.m. A voice vote was unanimous; motion carried.

Submitted by:
Jill Marcanti
Recording Secretary

VILLAGE OF BLOOMFIELD

N1100 Town Hall Road
P.O. Box 609
Pell Lake, WI 53157

JOINT PARKS, LAKES, & RECREATION

Meeting Minutes
September 30, 2019
Page 1 of 1

6. Call to Order & Sign-In Sheet: Chairwoman Rita Marcinkus called the meeting to order at 5:59 p.m. The following committee members were present: Chairwoman Marcinkus, Tom Sullivan, William Radwell, and Rich Olenowski. The following committee member was absent: Natalie Alvarez.
7. Minutes for Approval – 08-26-2019: A motion was made by Tom Sullivan, seconded by William Radwell, to dispense with the reading of and approve the minutes from the August 26, 2019 meeting as submitted. A voice vote was unanimous; motion carried.
8. New Business (Discussion Only):
 - a. Riprap Project for Pell Lake Shoreline: Chairwoman Marcinkus explained the riprap project for Spring of 2020. She detailed which areas riprap and boulders are to be put along the shoreline of Pell Lake. She explained the boulders are free from a farmer's field, the wood chips will be free, the gravel will be free, and the labor will be free. A place to store the boulders would need to be found. Also, at the next meeting they need to discuss insurance in case anyone gets hurt while doing the work or while on the beach.
 - b. Modern Woodmen – Donation of Statue for Veteran's Park by the Post Office: The statue is to cost \$5,200 with a matching donation from Modern Woodmen of up to \$2,500. Also, a 40" concrete slab one' higher than the dirt needs to be poured. Citizens and businesses will hold fund raisers or donate to raise the money. A Deposit of ½ down is needed to order the statue, and then heavy equipment needs to be figured out to get the statue off the truck. This item should be listed for Discussion and Possible Action next month so it can be ordered before Veteran's Day. No action was taken at this time.
9. Old Business (Discussion and Possible Action):
 - a. Village of Bloomfield Aquatic Plant Mgmt. Plan – 6.2 Aquatic Plant Mgmt. Alternatives – 6.2.2 Aquatic Invasive Plant Species Herbicide Treatment: Chairwoman Marcinkus provided the committee with the VOB Aquatic Plant Management Plan completed by Stantec as well as their alternative recommendation to cutting with harvesters by using herbicides, and a article showing the DNR support of herbicides. Richard Olenowski questioned why she is so intent on poisoning our lake. This will be discussed at a later date. No action taken at this time.
10. Motion for Adjournment: A motion was made by Rich Olenowski, seconded by William Radwell, to adjourn the meeting a 6:25 p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,
Jill Marcanti
Recording Secretary
Amended by Candace Kinsch, Village Clerk

VILLAGE OF BLOOMFIELD

N1100 Town Hall Road
P.O. Box 609
Pell Lake, WI 53157

ADMINISTRATIVE COMMITTEE

Meeting Minutes
September 30, 2019
Page 1 of 1

11. Call to Order & Sign-In Sheet: Chairman Dan Aronson called the meeting to order at 6:26 p.m. The following committee members were present: Chair Aronson, Co-Chairwoman Becky Gallagher, Susan Bernstein, and Karen Brabec. The following committee member was absent: Kevin Conlon.
12. Minutes for Approval – 08-26-2019: A motion was made by Susan Bernstein, seconded by Karen Brabec, to dispense with the reading of and approve the minutes from the August 26, 2019 meeting as submitted. A voice vote was unanimous; motion carried.
13. New Business (Discussion and Possible Action):
- a. Operator's License(s): Jessica Porep, Toni Martin, Terra Mener, and Taylor Dean: A motion was made by Karen Brabec, seconded by Susan Bernstein, to recommend approval of all four Operator's Licenses to the Board. A voice vote was unanimous; motion carried.
 - b. Special Event: Annual Fire Fighters Fall Fifty (AFFF) Bike Ride: A motion was made by Karen Brabec, seconded by Susan Bernstein, to recommend approval of the Special Events Permit to the Board. A voice vote was unanimous; motion carried.
 - c. Update Village Planner (GRAEF) Contract with Possible Amendment to Smart Growth Plan: Co-Chair Gallagher expressed the fact that the new contract is about 20% higher than 2016's contract, but that is acceptable since it covers three years. Chair Aronson explained that if we need to amend the Smart Growth Plan it is going to be a cost recovery item, and not paid for by the Village. A motion was made by Susan Bernstein, seconded by Karen Brabec, to recommend acceptance of the 2019 Graef contract to the Board. A voice vote was unanimous; motion carried.
14. Old Business (Discussion and Possible Action):
- a. Chapter 2 Public Records Ordinance Repeal & Recreate: Co-Chair Gallagher reminded the committee that the Clerk wanted to repeal the old Chapter 2 because it was long and redundant and could be shortened by adopting Wisconsin Statutes. A motion was made by Susan Bernstein, seconded by Karen Brabec, to recommend approval of repealing the old Chapter 2 and adopting the recreated Chapter 2 to the Board. A voice vote was unanimous; motion carried.
15. Motion for Adjournment: A motion was made by Susan Bernstein, seconded by Karen Brabec, to adjourn the meeting at 6:34 p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,
Jill Marcanti
Recording Secretary

VILLAGE OF BLOOMFIELD

N1100 Town Hall Road
P.O. Box 609
Pell Lake, WI 53157

FINANCE COMMITTEE

Meeting Minutes
September 30, 2019
Page 1 of 1

16. Call to Order & Sign-In Sheet: Chairwoman Becky Gallagher called the meeting to order at 6:40 p.m. The following committee members were present: Chair Gallagher, Co-Chairman Dan Aronson, Susan Bernstein, and Jodi Kelleher. The following committee member was absent: Kevin Conlon.
17. Minutes for Approval – 08-26-2019: A motion was made by Susan Bernstein, seconded by Dan Aronson, to dispense with the reading of and approve the minutes from the August 26, 2019 meeting as submitted. A voice vote was unanimous; motion carried.
18. New Business (Discussion and Possible Action):
- a. Finance Reports: Chair Gallagher questioned the zero amount on check no. 15544 in the Utility Check Disbursement. It was explained that it was a September expense, so it was zeroed out for the August Disbursement Report. Chair Gallagher questioned check no. 7156 on the Village Check Disbursements. She asked that for next month's meeting they receive a detail of expenses for the credit card expenses year to date because each charge should be approved, and then receive a detail of credit charges every month after, so each charge can be approved. Check no. 7169 to UW Law School was questioned. It was explained that it was for Jury Instruction. An omnibus motion was made by Co-Chair Aronson, seconded by Susan Bernstein, to recommend approval of the Village Check Disbursements, the Utility Check Disbursements, the General Fund Budget Comparison, and the Water Fund Budget Comparison to the Board for filing. Susan Bernstein questioned the Water Fund Budget Comparison for maintenance of mains at 1,298% of budget. The Clerk said she would check into it, but it could be because there was a water main break. A voice vote was unanimous; motion carried.
19. Motion for Adjournment: A motion was made by Susan Bernstein, seconded by Jodi Kelleher, to adjourn the meeting at 6:46 p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,
Jill Marcanti
Recording Secretary

VILLAGE OF BLOOMFIELD

N1100 Town Hall Road
P.O. Box 609
Pell Lake, WI 53157

JOINT PUBLIC WORKS, SAFETY, UTILITY, BUILDING, ET.AL.

Meeting Minutes
October 28, 2019
Page 1 of 1

1. Call to Order and Sign-In Sheet:

Chairman Dan Aronson called the meeting to order at 5:33 p.m. The following committee members were present: Chair Aronson, Co-Chair Dan Schoonover, Jim Leedle, and Frank Oudin. Committee members absent: Kevin Conlon. Advisory committee members present: Fred Klabunde and Domenic Alexandroni. Advisory committee members absent: Fire Chief Schalow.

2. Minutes for Approval: 09-30-2019:

A motion was made by Jim Leedle, seconded by Frank Oudin, to dispense with the reading of and approve the minutes of the September 30, 2019 meeting as submitted. A voice vote was unanimous; motion carried.

3. New Business (Discussion and Possible Action):

- a. Highway Report: Public Works Supervisor, Fred Klabunde reported in September 2019 the Highway Dept. mowed roadsides, patched roads, cleaned up downed trees and brush, replaced some stop signs and stop ahead signs, had the recalls completed on the one-ton truck and cleaned out culverts for the winter. (Report on file in Clerk's office).
 - 1) Tree on Hilltop Rd: Co-Chair Schoonover inquired if we were able to take the tree down or if we would have to hire out. Fred replied, we would have to hire someone to take down. Frank Oudin stated the tree was ½ dead and limbs have been falling for some time. He wants to know who would assume responsibility because if the tree falls it will fall on property owners' property. Jim Leedle asked if Hilltop was a private or public road. He was told Hilltop Rd is a private road. He stated private roads are not the responsibility of the municipality but is the responsibility of the subdivision. Chair Aronson is going to look at the tree and talk to a property owner who has machinery to see if they can take the tree down. Frank Oudin stated he advised homeowners to get bids on taking the tree down.
- b. Utility Report: Utility Director, Domenic Alexandroni reported in September 2019 that flow meters were calibrated at the wastewater treatment plant, which is required by the DNR on a yearly basis, flushed all dead-end water mains which is done 2 times per year, had annual confined space safety training, and the DNR conducted a wastewater treatment plant lab audit. (Report on file in Clerk's office).
 - 1) Sewer Line Televising: Domenic explained with the water table high this year, we may want to look into using sewer televising on a rotating schedule to see where the water is coming from. He stated the utility department will be putting letters in a billing to remind the utility customers that pumping water back into the municipal sewer lines is illegal. Chair Aronson asked Domenic to find out what the process would be to either purchase or to hire a service for the sewer line televising. Co-Chair Schoonover made a motion; seconded by Jim Leedle to table the sewer televising until they had more information. A voice vote was unanimous; motion carried.

4. Old Business (Discussion and Possible Action): None

Del McClure questioned looking into a 2nd grate at Manor Terrace/Lake Geneva Highway because there has been 6-8 inches of standing water near the drain but the grate is dry. Jim Leedle is going to look into.

5. Adjournment:

A motion was made by Jim Leedle, seconded by Frank Oudin, to adjourn the meeting at 5:52p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,
Candace Kinsch
Village of Bloomfield Clerk

VILLAGE OF BLOOMFIELD

N1100 Town Hall Road
P.O. Box 609
Pell Lake, WI 53157

JOINT PARKS, LAKES & RECREATION

Meeting Minutes
October 28, 2019
Page 1 of 1

6. Call to Order and Sign-In Sheet:

Chairwoman Rita Marcinkus called the meeting to order at 5:56pm. The following committee members were present: Chair Marcinkus, Tom Sullivan, Rich Olenoski, and William Radwell. Committee members absent: Natalie Alvarez.

7. Minutes for Approval: 09-30-2019:

A motion was made by William Radwell, seconded by Tom Sullivan, to approve the minutes of the September 30, 2019 meeting as submitted. Rich Olenoski made corrections to the minutes. A motion was made by William Radwell, seconded by Tom Sullivan to approve the minutes with the corrections made by Rich Olenoski. A voice vote was unanimous; motion carried.

8. New Business (Discussion Only):

a. Fundraiser for the 4th of July Fireworks: Chair Marcinkus mentioned the possibility of a spaghetti dinner fundraiser to be held at the Pub n Grub in February or March because we fall short on revenues for the 4th of July show every year. William Radwell thinks the fundraiser is out of line, there is information that needs to be discussed before having such a fundraiser, like how much will it cost to have, tickets, advertisement, staff, for example. He stated this is a bad way to go, a \$1 a ticket isn't going to amount to much. Tom Sullivan stated, it takes a lot of work to put into a dinner like this, they have 30 guys that are involved, raffles and 50/50 raffles which takes a raffle license. Chair Marcinkus stated, that, at this time, she just wanted to discuss ways to raise funds for the 4th of July fireworks, no action was being taken. Becky Gallagher mentioned we can try and ask for donations at the 4th of July show from the residents who come to watch. Clerk Kinsch mentioned other municipalities have had a thermometer showing the progress of what funds needed to be raised for the fireworks to let the public know.

9. Old Business (Discussion and Possible Action): None**10. Adjournment:**

A motion was made by William Radwell, seconded by Tom Sullivan to adjourn the meeting at 6:13 p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,
Candace Kinsch
Village of Bloomfield Clerk

VILLAGE OF BLOOMFIELD

N1100 Town Hall Road
P.O. Box 609
Pell Lake, WI 53157

ADMINISTRATIVE COMMITTEE

Meeting Minutes
October 28, 2019
Page 1 of 1

11. Call to Order and Sign-In Sheet:

Chairman Dan Aronson called the meeting to order at 6:15 p.m. The following committee members were present: Chair Aronson, Co-Chairwoman Becky Gallagher, Susan Bernstein, and Karen Brabec. Committee member absent: Kevin Conlon.

12. Minutes for Approval: 09-30-2019:

A motion was made by Co-Chair Gallagher, seconded by Bernstein, to dispense with the reading of and approve the minutes of the September 30, 2019 meeting as submitted. A voice vote was unanimous; motion carried.

13. New Business (Discussion and Possible Action):

- a. Operator's Licenses: Shannon Zamjahn and Natalie Barry (Orig.): A motion was made by Bernstein, seconded by Co-Chair Gallagher, to recommend approval of the Operator's Licenses' to the Board. A voice vote was unanimous; motion carried.
- b. Circle Court Easement: Bernstein would like to turn Circle Court, a road easement by Shinner's Park, into a public park for Nippersink residents. Chair Aronson has reservations about doing anything by Shinner's Park. They have cost the village thousands in legal fees and stated Mike Luxom, from Shinner's Park was going to reach out to the village once former President Monroe retired to donate Shinner's Park back to the village, that has yet to happen. He also stated the Shinner's Memorial Building occupies a good portion of the Circle Court easement and questioned how we are going to put a park there. Co-Chair Gallagher stated the 2017 Certified Survey Map shows Circle Court as a private road. Clerk Kinsch relayed that according to Attorney Schuk, a road easement does not necessarily mean ownership to the village. Bernstein is going to look into ownership of the Circle Court easement and advise of her findings to another Administrative Committee Meeting.

14. Old Business (Discussion and Possible Action):**15. Adjournment:**

A motion was made by Karen Brabec, seconded by Co-Chair Gallagher, to adjourn the meeting at 6:30 p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,
Candace Kinsch
Village of Bloomfield Clerk

VILLAGE OF BLOOMFIELD

N1100 Town Hall Road
P.O. Box 609
Pell Lake, WI 53157

FINANCE COMMITTEE

Meeting Minutes
October 28, 2019
Page 1 of 1

16. Call to Order & Sign-In Sheet: Chairwoman Becky Gallagher called the meeting to order at 6:34pm. The following committee members were present: Chair Gallagher, Co-Chairman Dan Aronson, and Susan Bernstein. The following committee member was absent: Kevin Conlon and Jodi Kelleher.
17. Minutes for Approval – 09-30-2019: A motion was made by Dan Aronson, seconded by Susan Bernstein, to dispense with the reading of and approve the minutes from the September 30, 2019 meeting as submitted. A voice vote was unanimous; motion carried.
18. New Business (Discussion and Possible Action):

 - a. Finance Reports: Chair Gallagher questioned how the Fireworks Transportation Permits went this year. Clerk Kinsch responded the tents had a hard time with the bad weather and adjusting to the new permits. Susan Bernstein stated it appears we are good with budget to date. Chair Gallagher asked to see the fund balances from month to month going forward. Susan Bernstein discussed the utility's reserve funds. Last month Susan Bernstein questioned the Water Fund Budget Comparison for maintenance of mains at 1,298% of budget. Clerk Kinsch explained this month that four water main valves were changed and the water main break on Walworth St was repaired. An omnibus motion was made by Co-Chair Aronson, seconded by Susan Bernstein, to recommend approval of the Village Check Disbursements, the Utility Check Disbursements, the General Fund Budget Comparison, and the Water Fund Budget Comparison to the Board for filing. A voice vote was unanimous; motion carried.
19. Motion for Adjournment: A motion was made by Susan Bernstein, seconded by Co-Chair Aronson, to adjourn the meeting at 6:44 p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,
Candace Kinsch
Village of Bloomfield Clerk

1. Call to Order and Sign-In Sheet:

Chairman Dan Aronson called the meeting to order at 5:35 p.m. The following committee members were present: Chair Aronson, Co-Chair Dan Schoonover, Trustee Kevin Conlon, and Frank Oudin. The following committee member was absent: Jim Leedle. The following advisory committee members were present: Fred Klabunde, Public Works Supervisor, Domenic Alexandroni, Utility Director, and Police Chief Cole. The following advisory committee member was absent: Fire Chief Schalow.

2. Minutes for Approval – 10-28-2019:

A motion was made by Co-Chair Schoonover, seconded by Frank Oudin, to dispense with the reading of, and approve the minutes of the October 28, 2019 meeting as submitted. A voice vote was unanimous; motion carried.

3. Public Comment:

The was no public comment.

4. New Business (Discussion and Possible Action):

a. McKay Park Drainage: There was no report as Jim Leedle was to give the report, and he was absent from the meeting.

b. Highway Report: Public Works Supervisor, Fred Klabunde reported that in November there were 4 plowing/salting events using 178.65 tons of salt, the Department cleaned up more downed trees, all trucks had been serviced for preventative maintenance, parks were mowed for the last time this season, culvert markers were put up, the grader and mowers had ben put away for the winter, the trucks were ready for the first plowing event on Oct. 31st, and the Department continued patching potholes and breakoffs. A motion was made by Co-Chair Schoonover, seconded by Trustee Conlon, to accept the Highway Report. A voice vote was unanimous; motion carried. (Report on file in the Clerk's office)

c. Utility Report: Utility Director, Domenic Alexandroni reported that in November an air release valve was replaced on the Lake Shore Drive force main, a 4 inch plug valve was replaced at the wastewater treatment plant, 22 residential cross connections were completed, 22 residential meters were replaced, quarterly water disconnections were completed on November 21, 2019. A motion was made by Frank Oudin, seconded by Co-Chair Schoonover, to accept the Utility Report. A voice vote was unanimous; motion carried. (Report on file in the Clerk's office)

1. Sewer Line Televising Update: Utility Director, Domenic Alexandroni turned in a report and three bids for sewer line televising. The committee decided to table this item until they had a chance to review the report.

5. Old Business (Discussion and Possible Action):

None

6. Adjournment:

A motion was made by Trustee Conlon, seconded by Frank Oudin, to adjourn the meeting at 5:45 p.m.

Respectfully submitted,
Jill Marcanti
Recording Secretary

VILLAGE OF BLOOMFIELD

N1100 Town Hall Road
P.O. Box 609
Pell Lake, WI 53157

ADMINISTRATIVE COMMITTEE

Meeting Minutes
November 25, 2019
Page 1 of 1

7. Call to Order and Sign-In Sheet:

Chairman Dan Aronson called the meeting to order at 5:50 p.m. The following committee members were present: Chair Aronson, Co-Chairwoman Becky Gallagher, Trustee Susan Bernstein, Trustee Kevin Conlon, and Karen Brabec (arrived at 5:53 p.m.). The following committee members were absent: None.

8. Minutes of Approval – 10-18-19:

A motion was made by Co-Chair Gallagher, seconded by Trustee Bernstein, to dispense with the reading of and approve the minutes of the October 28, 2019 meeting as submitted. A voice vote was unanimous; motion carried.

9. Public Comment:

Resident Rita Marcinkus asked a question concerning Amusement Device Licenses.

10. New Business (Discussion and Possible Action):

a. Operator's License(s): None

b. Chapter 12 Licenses and Permits Amendment:

The Village Clerk went over the recreated Chapter 12 Licenses and Permits. Item 4, two sentences were deleted. No fees should be refunded. Item 6 should remain. Item 9 needs to be reworded, possibly like item 12.10. Item 12 should be struck. Item 13 the first sentence should be kept, the rest struck. Item 14 Code should replace the word Ordinance. Item 12.03 2) the first sentence should be struck. Item 12.04 2) the first sentence should be struck. Item 12.04 2b) \$5.00 should be struck. Item 12.04 4a, b, c, and d) should remain. Add in a \$50.00 annual fee like a business license fee and a definition of dog kennel should be added. Item 12.10 1a) not a gambling machine should be removed and the words "because of" should be removed. (Trustee Conlon left the meeting at 6:13 p.m.) Item 12.05 d) needs to be reworded. Item 12.05 3) should include the selling of ag products. Item 12.05 9 a) iv) ice cream trucks should be exempt to music, but have no speaking. Item 12.07 3) strike at this time.

c. Amusement Device License Application

d. Community Room Application: should prohibit use of Village owned speaker system.

e. Direct Sellers Permit Application.

f. Operator's License Application.

A motion was made by Trustee Bernstein, seconded by Karen Brabec to approve the amendment to repeal and recreate Chapter 12 Licenses and Permits and various applications with the above listed changes, and forwarded to the Village Board. A voice vote was unanimous; motion carried.

11. Old Business: NONE

12. Adjournment:

A motion was made by Trustee Bernstein, seconded by Karen Brabec, to adjourn the meeting at 6:40 p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,
Jill Marcanti
Recording Secretary

VILLAGE OF BLOOMFIELD

N1100 Town Hall Road
P.O. Box 609
Pell Lake, WI 53157

FINANCE COMMITTEE

Meeting Minutes
November 25, 2019
Page 1 of 1

13. Call to Order and Sign-In Sheet:

Chairwoman Becky Gallagher called the meeting to order at 6:42 p.m. The following committee members were present: Chair Gallagher, Co-Chairman Dan Aronson, Trustee Susan Bernstein, and Jodi Kelleher. The following committee member was absent: Trustee Kevin Conlon.

14. Minutes for Approval – 10-28-2019:

A motion was made by Co-Chair Aronson, seconded by Trustee Bernstein, to dispense with the reading of, and approve the minutes of the October 29, 2019 meeting as submitted. A voice vote was unanimous; motion carried.

15. Public Comment:

There was no public comment.

16. New Business (Discussion and Possible Action):

- a. Finance Reports: Trustee Bernstein questioned the charge of \$23,964.16 for health insurance, and whether the 12% employee portion was included in that figure or not. She also questioned the \$142.50 charge by Kapur and Associates, and was told that was a plan review for storm water evaluation, and that is included in cost recovery. She commented that the expenditures % of budget looked to be in really good shape. A motion was made by Trustee Bernstein, seconded by Jodi Kelleher, to accept the finance reports for the Village and Utility Department for the month of October and recommend filing to the Board.
- b. 2020 Fee Schedule: The Village Clerk gave the committee members a list of the new Schedule of Fees for 2020. The committee members felt the reissue check fee should be a minimum of \$25.00 or the actual amount of incurred charges. Trustee Bernstein made a motion, seconded by Co-Chair Aronson, to recommend approval of the new Schedule of Fees to the Board.

17. Adjournment:

A motion was made by Trustee Bernstein, seconded by Co-Chair Aronson to adjourn the meeting at 6:50 p.m. A voice vote was unanimous; motion carried.

Respectfully submitted,
Jill Marcanti
Recording Secretary