

VILLAGE OF LYNDON STATION

Board Meeting Minutes

Wednesday, April 10, 2023

Call to Order/Roll Call

President Welsh called the meeting to order at 6:30 pm. Present: President Ed Welsh, Trustee Morgan Place and Trustee Rebecca Coley.

Absent: None

Also Present: Gene Churchill and Steve Klicko from Public Works, Police Chief Bonikowske and Fire Chief Madland.

Pledge of Allegiance

Discussion and/or Approval of Special Village Board Meeting Minutes from March 8, 2023

A motion was made by Trustee Place to approve the Special Village Board Meeting Minutes from March 8, 2023, seconded by President Welsh. Motion carried unanimously.

Review and Approve Agenda

A motion was made by President Welsh to remove agenda items numbers 7, 12, 25 and 28 from the agenda, seconded by Trustee Place. Motion carried unanimously.

Discussion and/or Approval to Change the Date for the May Village Board Meeting

A motion was made by Trustee Place to approve the next Village Board Meeting be change from May 8, 2023 to May 3, 2023, at 7:00pm, as Clerk Klein will not be able to attend the May 8, 2023 meeting, seconded by President Welsh. Motion carried unanimously.

Discussion and/or Approval Regarding WWTP Project Requirements

Clerk Klein reported that Tim Stockman from Davy Engineering has spoken with the DNR regarding this project and that there are few items that they are requiring and that it may affect when Davy can request bids. BABA Act (Build America By America) requires that some bids must be from companies in the US. This Act is also holding up moving forward with the project. With this additional time, we might be applying for additional grants to cover some of the projects that are being affected by this delay.

Discussion and/or Approval of Draw Request for Bills Regarding the WWTP Project

A motion was made by Trustee Coley to approve Draw Request #2 in the amount of \$67,370.65 from the Project Construction Loan, seconded by President Welsh. Motion carried unanimously.

Discussion and/or Approval of Ordinance #01-2023 Amending Sewer Ordinance

A motion was made by President Welsh to approve Ordinance #01-2023 Amending Sewer Ordinance, seconded by Trustee Coley. Motion carried unanimously.

Discussion and/or Approval of Resolution #2023-03R Creating Sewer Fee Schedule

A motion was made by President Welsh to approve Resolution #2023-03R Creating Sewer Fee Schedule, seconded by Trustee Coley. Motion carried unanimously.

Discussion and/or Approval of Ordinance #02-2023 Creating Chapter 116

A motion was made by President Welsh to approve Ordinance #02-2023 Creating Chapter 116, seconded by Trustee Place. Motion carried unanimously.

Discussion and/or Approval of Conflict of Interest Disclosure

A motion was made by Trustee Place to approve the Conflict of Interest Disclosure, seconded by President Welsh. Motion carried unanimously.

Discussion and/or Approval of Conflict of Interest Policy Certification

A motion was made by President Welsh to approve the Conflict of Interest Policy Certification, seconded by Trustee Place. Motion carried unanimously.

Public Comments by Non-Board Members during which information may be received from the public for referral to an appropriate committee and/or action at a subsequent meeting

Ron and Patti Thompson and Thomas Carroll presented an idea of building additional housing on their 2 acres consisting of 18 acres. A discussion was held regarding what it is currently zoned. Single wide trailer is not allowed. If they decided to do a mobile home park, they need to go to the State to get the proper permits. The

Board needs to find out what is and isn't approved. The Board will contact the Thompson's or call 339-HOME. Thomas Carroll asked questions regarding the sewer cost increase. Trustee Becky explained that the WWTP upgrade project. Jeff Agnew reported that the Village had a fence that was on his property so he needed to have an agreement that he could go on the Village property to get to his property. Trustee Coley asked to put this on the agenda and also ask our City Attorney to look into this. Rita Hall asked who owns the Cemetery. Trustee Coley said the State does. Rita wants to remind everyone that they are cleaning up the Veterans Memorial at 9:00am on April 29th.

Clerk/Treasurer Report

Clerk Klein presented the Mid-March to Mid-April Check Register. Trustee Morgan brought up some trainings that would benefit the Village if Clerk Klein should do. Also mentioned is the Board of Review Training and that a Board Member also need to be trained. Two others trainings are with the Wisconsin Municipal Clerks Association and the League of Wisconsin Municipalities.

Discussion and/or Approval of Water/Sewer Payables Report

A motion was made by Trustee Place to not approve the sewer report for March 2023 as read by Steve Klicko, Board questioning whether the Davy payment is for the water and sewer department or if it will be reimbursed by the Project Construction Loan, seconded by President Welsh. Motion carried unanimously.

A motion was made by President Welsh to not approve the water report for March 2023 as read by Steve Klicko, Board questioning the payroll expenses and if these expenses were for more than one month, seconded by Trustee Place. Motion carried unanimously.

Discussion and/or Approval of 2023 Sewer Main Cleaning and Televising

Steve discussed the need for the cleaning and televising, this has already budgeted. He presented the differences between the companies and what they will be doing. May will be the first session and around October will be the second.

Discussion and/or Approval Regarding Operator License's

A motion was made by Trustee Place to approve the New Operator's License for Courtneh Clark at Millers, seconded by President Welsh. Motion carried unanimously.

A motion was made by President Welsh to approve Renewing the Operator's License for Terry Clark at Millers, seconded by Trustee Coley. Motion carried unanimously.

A motion was made by President Welsh to Deny the New Operator's License for Tammy Stabler, seconded by Trustee Coley. Motion carried unanimously.

A motion was made by President Welsh to Deny the Renewing the Operator's License for Juston Walker, seconded by Trustee Place. Motion carried unanimously.

A motion was made by Trustee Place to Deny the New the Operator's License for Samantha Pittman for not providing the Certificate of Completion of the WI Responsible Beverage Server Training, seconded by President Welsh. Trustee Coley Abstained. Motion Carried.

A motion was made by President Welsh to Deny the New the Operator's License for Rylee Payne for not providing the Certificate of Completion of the WI Responsible Beverage Server Training, seconded by Trustee Place. Trustee Coley Abstained. Motion Carried.

A motion was made by Trustee Place to Deny the New the Operator's License for Justin Ayers for not providing the Certificate of Completion of the WI Responsible Beverage Server Training, seconded by President Welsh. Trustee Coley Abstained. Motion Carried.

Discussion and/or Approval Regarding Creating a New Liquor License in the Village

A discussion was held regarding adding a new liquor license in the Village. According to the Village Ordinances the quota can be changed as the Board sees fit. The Board believes that the current licenses were grandfathered in and that based on State Statutes the Village is not allowed to add another license. Also, if a license is revoked can it be given to another business or does that nullify the grandfather of that license. The Village will be asking their attorney for his opinion.

Discussion Regarding Building Permits the Building Permit Process

A discussion was held regarding the permits that have already been passed. The Village would like to develop a procedure to view a Building Permit before it is approved by the Building Inspector. Clerk Klein will be looking into the Village Ordinances to see if anything is already in place.

Discussion and/or Approval Regarding Assigning an Address to Parcel# 291460302

A motion was made by Trustee Coley to approve assigning an address to Parcel# 291460302, seconded by President Welsh. Motion carried unanimously.

Discussion Regarding Recodifying the Village Ordinances Next Year

A discussion was held regarding getting the cost of recodifying our ordinances.

Discussion and/or Approval of Lexipol Policy

A motion was made by President Welsh Trustee Coley to approve the of Lexipol Policy, seconded by Trustee Coley. Motion carried unanimously.

Discussion and/or Approval Regarding the Planning Commission

A discussion was held regarding temporarily putting on hold the planning commission until we look into a company to do our recodification and then find out what the Planning Commission can do to help prepare the ordinances.

Public Works Report

A discussion was held regarding the man hole that was damaged by the Village loader.

Fire Chief Report

Fire Chief Madland presented the Fire Department Report. He explained the purchase of a truck and they are selling E-2 to help pay for it. He broke down other turn out gear and the budgeted amounts to pay for it. They are hiring a grant writer to help with the FEMA Grant. If they are awarded it the fee for this grant writer will be paid out of it. In March they had 3 calls for a total of 25 hours. Last year they had 25.5 hours. YTD 239 ½ hours for Fire. Last year this time it was 192 hours. This YTD had an extra ½ of a month and that there were many calls in those 2 weeks. Much of their gear is currently out of compliance. On behalf of the Auditors the Village has doing the accounting compilation Clerk Klein asked why the Fire Department filed to be a 501c3 nonprofit. Chief Madland explained that they want to be able to use the Fire Departments Fundraiser money the way they want to and so no one else can touch it.

Police Chief Report

Chief Bonikowske presented a form for President Welsh to sign regarding mutual aid with Juneau County. County had an arrest in the Village in April. The Chief reported that there has been garbage dumped on someone's personal property. A semi was left for over a month at Scully's – it had a blown engine. Chief had a meeting regarding upgrading body armor and with a company called AXON regarding tasers.

Motion to Adjourn

A motion was made by President Welsh to adjourn at 8:38pm, seconded by Trustee Coley. Motion carried unanimously.

Respectfully submitted,

Michelle L. Klein
Village Clerk/Treasurer