

August 6, 2013 (Village Board Meeting)

**ALLOUEZ VILLAGE BOARD MEETING
TUESDAY, AUGUST 6, 2013
5:30 P.M., ALLOUEZ VILLAGE HALL**

CALL TO ORDER / ROLL CALL

President Vanden Avond called the meeting to order at 5:30 pm

Present: Kopish, Genrich, Green, Vanden Avond, Dart, Zeller
Excused: Gast

MODIFY / ADOPT AGENDA

Kopish / Genrich moved to adopt the agenda as presented. Motion carried.

ANNOUNCEMENTS

- None

PRESENTATION AND APPROVAL OF THE INITIAL SURVEY OF HISTORICAL SITES IN THE VILLAGE OF ALLOUEZ

- Joe DeRose, Wisconsin Historical Society and Bob Short, Legacy Architecture Inc. gave a presentation on the Village of Allouez Architectural & Historical Intensive Survey
- The Allouez Historic Preservation Committee received a Historic Preservation grant-in-aid from the National Park Service, U.S. Department of the Interior and hired Legacy Architecture, Inc., an architectural and historic preservation consulting firm based in Sheboygan, Wisconsin, to conduct an intensive survey of architecturally and historically significant resources within the boundaries of the Village of Allouez, Wisconsin.
 - the purpose of a survey (to identify structures and districts with architectural integrity and historical significance that are potentially eligible for nomination to the National Register of Historic Places and increase public awareness of the history and architecture of the Village of Allouez)
 - how the survey was conducted (consisted of four major work tasks: (1) reconnaissance survey, (2) architectural and historical research, (3) evaluation of significant resources for inclusion in the intensive survey report, and (4) preparation and presentation of the intensive survey report)
 - evaluation of significant resources (National Register Criteria for Evaluation & Criteria Considerations)
 - intensive survey report (describes the project and survey methodology, gives an overview of the history of the Village of Allouez, summarizes the thematic research and survey results, and gives recommendations for the Allouez Historic Preservation Committee)
 - survey results (survey identified 785 resources of architectural and historical interest as well as 3 potential historic districts)
 - proposed historic districts
 - recommendations (continue to hold regular commission meetings / maintain CLG status / apply for CLG grants / locally landmark historic resources based on Intensive Survey results / pursue National Register Nominations of individual buildings and districts outlined in the Intensive Survey Report / monitor threats to historic resources / continue Public Education initiatives)

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Bobbie Fredericks, member of the Allouez Historical Preservation Committee

- the Historical Preservation Committee approved the report as it stands and she hoped the Village Board would approve it as well so they can use it as a baseline going forward

Green / Kopish moved to approve the Architectural & Historical Intensive Survey presented. Motion carried.

PUBLIC APPEARANCES

- None

ESCORT SERVICE ORDINANCE (from 7/16/13)

Genrich / Kopish moved to forward proposed Escort Service Ordinance to Attorney Duffy for review and put in ordinance form. Motion carried.

AWARD OF BID FOR SUNSET PARK TRAIL PROJECT

Genrich / Dart moved to award the contract for the construction of the Sunset Park – Fox River Trail Connection to the low bidder, Ed Gersek Inc. (base bid amount of \$27,541) contingent upon WDNR and Brown County easement approval. Motion carried.

PURCHASING OF RESIDENTIAL LOT AT 2524 LIBAL STREET

Brown County acquired the property located at 2524 Libal Street (parcel #AL-1019-2) through a recent property tax foreclosure. The Village can either purchase the property from the County for approximately \$7,700 (the County portion of back taxes) or the County will offer the property to the public on a Tax Deed Bid Sale.

In 2012 the home was razed due its condition resulting in approximately \$10,000 in charges still owed to the Village.

If offered to the public, the sale of the property would be awarded to the highest bidder. The sale proceeds would be applied in the following order: 1) delinquent taxes, 2) interest/penalty on delinquent taxes, 3) special assessment/charges, 4) interest/penalty on special assessment charges and 5) anything left the County retains.

Green / Dart moved that we ask the Brown County Treasurer to advertise for bids for the property at 2524 Libal Street with a minimum bid to include what is owed to Brown County as well as what is owned to the Village on the property. If the County can not do that, bring back for discussion. Motion carried.

AWARD OF CONSTRUCTION CONTRACT FOR HASTINGS STREET

Kopish / Genrich moved to award contract for Hastings Street reconstruction to David Tenor Construction with the low base bid of \$284,203.95. Motion carried 5 – 1 (Vanden Avond voted nay).

RIVERSIDE DRIVE PROJECT ADVISORY COMMITTEE ASSIGNMENTS

Genrich / Vanden Avond moved to approve the draft list presented of potential committee members for the two committees (Roadway Alternatives and Public Outreach Team / Community Sensitive Solutions Team) requested by Wis DOT for the Riverside Drive project.

Discussion:

- Other potential members

Upon the vote, the motion carried.

CONSENT AGENDA

Vanden Avond / Genrich moved to approve:

a. operator's licenses for:

**Robert K. Nelson
116 Longview Avenue
Green Bay, WI 54301**

**Pamela J. Tart
1139 N. Platten Street
Green Bay, WI 54303**

b. minutes:

- Village Board dated 07/16/13 (5:30 pm), 07/16/13 (6:30 pm)**
- Historical Preservation Committee dated 5/22/13**
- Plan Commission dated 06/24/13, 07/22/13**

c. accounts payable dated 07/12/13, 7/18/13, 7/19/13, 7/26/13

Motion carried.

UPDATE ON WILD TURKEYS IN THE VILLAGE (from 7/16/13)

Lange met with Dan Hirschert, Nuisance and Urban Wildlife Specialist to discuss both turkey and deer hunting options for the village and gave a recap of that meeting.

Discussion:

- number of residents affected
- holding public meetings to gather information
- adopting a "No Feeding Wildlife" ordinance
- setting up a wildlife control program
- working with adjoining communities
- applying for grants

Lange plans to reach out to the public to see who might be available for serve on a committee.

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DISCUSSION ON ORGANIZATIONAL CHART

Flucke proposed an updated Organizational Chart for the personnel manual and requested input.

Discussion:

- revise to show current staff or update with suggested changes
- list contracted services separately / include seasonal staff
- changes to consider:
 - o moving payroll/accounts payable under finance director
 - o changes in DPW (water utility billing clerk bookkeeper to be part of the water utility staff and report to the foreman and consider moving the CAD operator under the engineering tech)
 - o front desk personnel and whether they should be reporting directly to the Administrator

Consensus was to revise as positions exist today and bring back any proposed changes for discussion at a future date.

DISCUSSION ON STATUS OF PAID TIME OFF POLICY DEVELOPMENT

Vanden Avond

- goal was to have a PTO policy in place for the 1st of the year

Flucke

- recommended contracting with Carlson Dettmann Consulting for a fee of \$5400 to help us get our PTO program going. They would do an initial presentation with the Board, then the Board can decide if they want to continue on.

Discussion:

- How to transition / What will happen to accumulated sick leave
- PTO versus a simpler sick leave system than we have now with short term disability
- Check with the League or Administrators Association for additional information on PTO experiences

Consensus was to request a presentation by Carlson Dettmann Consulting to see what they have to offer.

2014 PROPOSED BUDGET SCHEDULE

Pickett reviewed the proposed schedule for the 2014 budget preparation and approval process.

CONVENE INTO CLOSED SESSION

Green / Dart moved to convene into closed session pursuant to Wis. Statute 19.85(1)(e) conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Roll call vote: Kopish – aye, Genrich – aye, Green – aye, Vanden Avond – aye, Dart – aye, Zeller – aye. Motion carried.

Discussion:

- Hiring a consultant for staff training
- Proposal for old Village Hall site

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RECONVENE INTO OPEN SESSION

Genrich / Kopish moved to reconvene into open session. Roll call vote: Kopish – aye, Dart – aye, Genrich – aye, Zeller – aye, Green – aye, Vanden Avond – aye. Motion carried.

Zeller / Kopish moved to initiate a request for proposal to act as the realtor for the sale of the old village hall property (Flucke to send out RFP's). Motion carried.

Vanden Avond / Dart moved that we enlist the services of Ben at Rise Leadership LLC for the services listed in his proposal not to exceed the price of \$9,400. Motion carried 4-2 (Zeller and Kopish voted nay).

ADJOURNMENT

Green / Genrich moved to adjourn at 9:45 pm. Motion carried.

Minutes submitted by Debbie Baenen, Clerk-Treasurer