

**VILLAGE OF TURTLE LAKE  
REGULAR BOARD MEETING MINUTES  
JANUARY 18<sup>TH</sup>, 2010**

**CALL TO ORDER:** Village President Laurie Tarman called to order a meeting of the Turtle Lake Board of Trustees at 6:30p.m. on Monday, January 18<sup>th</sup>, 2010.

**ROLL CALL: PRESENT:** Tarman, Koenig, Becker, Pabst, Flottum, Hall and Itzin. Absent: None. Others present were Administrator Gary Hanson, Clerk Danielle Maxwell, Village Attorney John Schneider, Police Chief Al Gabe, Public Works Director Cory Davis, Treasurer Linda Flottum, Dave Slack of Halco Press, Gary Strand of Cooper Engineering, Sheryl Claffin of SEH, Sean Lentz of Ehlers, Rick Phillips, business owner, and Matt Torgerson of Torgerson Concrete.

**REVIEW OF CONSENT AGENDA:** Tarman requested to move Unfinished Business down the agenda, before Bills and Claims, and New Business C & D up to be addressed before Departmental Reports. It was moved by Flottum and seconded by Pabst to approve the consent agenda as presented with the noted agenda revisions.

**Roll call vote:** Yeas – all present. Nays – none. Motion carried.

**PUBLIC COMMENT:** Gabe mentioned the upcoming Fire Hall meeting with dinner to follow and welcomed the Board to attend.

**COMMITTEE REPORTS:** None.

**Resolution 10-01 – “Authorizing the Issuance and Sale of Up to \$691,996 Water System Revenue Bonds, Series 2010A, and Providing for Other Details and Covenants With Respect Thereto, and Approval of Related \$1,383,992 Financial Assistance Agreement”** – Sean Lentz of Ehlers distributed handouts regarding Resolution 10-01 and 10-02. Lentz explained the issue of interim financing the Village previously was involved and explained the process to close the loan before February 1, 2010. He described the Safe Drinking Water Loan and American Recovery and Reinvestment Act, Project 5164-03 is 50% loan and 50% ARRA Grant and Project 5164-04 is 100% loan with fixed interest rates of 1.601% for 20 years. Lentz continued by walking through the payment schedule and described two upcoming draws to be made, including the debt schedule which includes the drilling of Well #3 in 2009. He stated that approximately \$105,000 per year will be paid toward the principle and that the Village’s water rate increase needs to be implemented in 2010 to help generate the revenue to cover these debts. Lentz explained the two resolutions which authorize financial assistance with the WI DNR. The loan is set to close the following week which includes two draw downs of money for payment toward the current outstanding \$2,020,000 Note Anticipation Note of 2009. A question was raise if all other outlets for funding were exhausted. Lentz confirmed that the ARRA was a very competitive grant and that the Village was fortunate to receive it.

It was moved by Flottum and seconded by Koenig to approve Resolution 10-01 – “Authorizing the Issuance and Sale of Up to \$691,996 Water System Revenue Bonds, Series 2010A, and Providing for Other Details and Covenants With Respect Thereto, and Approval of Related \$1,383,992 Financial Assistance Agreement” as presented.

**Roll call vote:** Yeas – all present. Nays – none. Motion carried.

**Resolution 10-02 – “Authorizing the Issuance and Sale of Up to \$421,449 Water System Revenue Bonds, Series 2010B, and Providing for Other Details and Covenants With Respect Thereto, and Approval of Related \$421,449 Financial Assistance Agreement”** - It was moved by Flottum and seconded by Itzin to approve Resolution 10-02 – “Authorizing the Issuance and Sale of Up to \$421,449 Water System Revenue Bonds, Series 2010B, and Providing for Other Details and Covenants With Respect Thereto, and Approval of Related \$421,449 Financial Assistance Agreement” as presented.

**Roll call vote:** Yeas – all present. Nays – none. Motion carried.

President Tarman excused herself temporarily to handle the signing of closing documents; Trustee Hall then facilitated the meeting as President Pro Tem at 6:57p.m.

**DEPARTMENTAL REPORTS:**

**Administration** – Administrator Hanson thanked the Board for his first six months of employment. He recommended that the Board consider a five year plan from Ehlers during the regular meeting in February and stated that the benefit would outweigh the cost. Hanson has requested a cost report from Weld Riley Prens & Ricci on the latest labor trends for municipalities similar to Turtle Lake and is drafting a request for proposal to submit to outside agencies. He continued that the Planning Commission, Finance and Economic Development Committees shall meet to determine the direction the Village will take with TIF District #3 during the remainder of 2010 and coming years. Hanson reported that he will be attending a one day course provided by Ehlers regarding methods of handling a TIF. Hanson stated that he will be scheduling weekly staff meetings and asked that each committee meet and provide a report of meetings held and action taken in 2009 by the end of February. He also reported that he is waiting for a response from another community regarding the issue with the St. Croix Tribe. Hanson concluded that the Beaver Dam municipal digester is 100% owned by the municipality and provided a brief report of information that was supplied by their engineers.

**Legal** – None.

**Police** – Chief Al Gabe provided an annual report and reviewed the calls and caseload the Department handled in 2009 versus 2008.

**Public Works** – Director Cory Davis provided an update on the B-Plant reporting that the pumps were pulled and that the DNR has been conversing with the owners and they are confident that the work to cap the wells will be completed. Davis reported that the WWTP is running well and that a few repairs are scheduled; the water tower will not have much more for on-site projects until the spring as the cement work is complete. He stated that the well start up is scheduled for this week; Gabe asked what rate is water being pumped and Davis said they do not know yet. He concluded that he would later present on photos of the well, well house and Hartzell Field restrooms and concession stand.

**ENGINEER STATUS REPORT:** None.

**NEW BUSINESS:**

**Public Hearing - Issuance of Kennel Licenses** – It was moved by Flottum and seconded by Becker to open the Public Hearing for consideration of issuance of Kennel Licenses to three residents, James Richter at 111 Blaine Avenue West, Artis Nelson at 210 Poplar Street North, and Steve and Sandy Heintz at 110 Arthur Avenue.

**Roll call vote:** Yeas – all present. Nays – none. Motion carried.

No public comment was made. It was moved by Pabst and seconded by Flottum to close the Public Hearing for consideration of issuance of Kennel Licenses.

**Roll call vote:** Yeas – all present. Nays – none. Motion carried.

**Issuance of Kennel Licenses** – It was moved by Flottum and seconded by Pabst to approve the Kennel License application for three dogs to James Richter located at 111 Blaine Avenue West.

**Roll call vote:** Yeas – all present. Nays – none. Motion carried.

It was moved by Flottum and seconded by Koenig to approve the Kennel License application for ten cats to Artis Nelson located at 210 Poplar Street North.

**Roll call vote:** Yeas – Itzin, Pabst, Flottum, Koenig, and Becker. Nays – Hall. Motion carried.

It was moved by Flottum and seconded by Itzin to approve the Kennel License application for three dogs to Steve and Sandy Heintz located at 110 Arthur Avenue.

**Roll call vote:** Yeas – all present. Nays – none. Motion carried.

**Well Head Protection Ordinance** – Davis and Gary Strand explained that the WI DNR recommends implementation of an ordinance for well head protection which defines what is permitted and controls activities such as public sewers, incinerators, and public highways from encroachment to the well by giving the Village the ability to deny such activity. Strand reviewed examples of a simple ordinance and a more complex ordinance that would require a committee to review.

It was moved by Flottum and seconded by Becker to approve the creation of a Well Head Protection Ordinance for the Village of Turtle Lake.

**Roll call vote:** Yeas – all present. Nays – None. Motion carried.

**Renovation/Improvements at Hartzell Ballpark** – Davis reviewed photos of Well House #3 and the concession stand and restrooms at Hartzell ball field. Matt Torgerson stated that Grace Community church would donate the labor for a new facility. Davis said that there is still \$10,000 from the Hartzell fund and that a new shelter could be constructed for \$12,000 to \$14,000. There was discussion of letters to solicit donations, liability, insurance of laborers, commitment from the group for labor, and timeline of possible completion by Memorial Day weekend. Maxwell offered that there are various groups that utilize the park. It was determined that Hanson will look into the insurance coverage and Davis would bring back plans and figures by the next meeting in February.

**Surge Protection Equipment for the Fire Hall** – Gabe explained how the Fire Hall is on the west side and at the end of a water line. They are affected by Lake Country Dairy when they open main valves; pressure builds and goes directly to the Fire Hall creating a water hammer with the intense pressure. Gabe said that it also affects the amount of water coming through the lines. In the past years, a three inch valve was blown out, several leaks have emerged and the bottom of a water heater was also blown out while people were present at the Hall. Recently, a three inch valve was blown when no one was present and within a few hours eight inches of water covered the floor. The Fire Board is scheduled to meet next week and has not made a decision but bids are out for copper and galvanized water hammer resister and pressure reducer. Gabe described the various proposals from bidders. The Fire Department is looking to the Village as they are responsible to assist as they are located at the end of a

line. Chief Gabe is asking for assistance with the equipment purchase. He added that the insurance company is looking for the TLFD to resolve the issue versus continued replacement and repairs.

Director Davis agreed there have been pressure issues but states that there shouldn't have been plastic piping installed. He offered that it may be possible to wait until the water tower is up and running. Davis recommended replacing pipes with steel. Gabe replied that the plastic piping was recommended by engineers and architects at the time and that the pipes are said to withstand a certain amount of high pressure. Gabe proposed the question to engineers present, whether or not they felt the new water tower would prevent a water hammer. Strand responded that the Fire Hall may be more susceptible to a water hammer due to the proximity to the tower. The Fire District prefers maximum water flow; Strand recommends pressure reducers on domestic piping within the Hall, such as restrooms and copper should be sufficient. Strand explained that the TLFD should have control over pressure by valves while filling trucks. He continued that as pressure reduces it also reduces flow when looking for high capacity while losing the fine tuning control of water flow.

Administrator Hanson recommended holding off on approval until the Department is comfortable with what would be best. Gabe clarified that the Village is being requested for only a piece of equipment to control the water hammer issue as deemed necessary. It was noted that the TLFD received a past recommendation to install a water hammer resister, \$880 - \$1,800 depending on the size. Tarman suggested that Gabe review the pipes, the piping that is at the Fire Hall and bring back the request when they know what is necessary and how much it will cost. There was discussion of the initial building project and recommendations. There was a consensus among the trustees that Gabe investigate the issue further to determine if equipment has not been maintained or functional which would not be the Village's liability. Chief Gabe is to bring the information back to the Board in February.

**Contract Approval with SEH for Martin Avenue Improvements** – Sheryl Claflin of SEH presented plans for Martin Avenue which allows for adjustments, eliminations and additions. Maps and a financial breakdown were provided. Claflin explained the project inclusion of street lighting and sidewalks would be a downtown enhancement project which would be eligible for 50% funding through a Community Development Block Grant. The County would like to pave their portion of the road. Claflin explained that the Board would need to weigh the option of grant funding for the total project, no paving in which the County would pave their portion, or mill and overlay the avenue. She said that the plans that are presented could be applied for in the future. It was determined by the Board to apply for the grant which includes all improvements. Claflin stated that response for CDBG grants are quick and notice should be given within six weeks.

It was moved by Itzin and seconded by Becker to apply for the CDBG grant for Martin Avenue and improvements.

**Roll call vote:** Yeas – all present. Nays – None. Motion carried.

It was moved by Hall and seconded by Becker to enter Closed/Executive Session at 8:32pm as allowable under WI State Statute 19.85 (1)(c).

**Roll call vote:** Yeas – all present. Nays – None. Motion carried.

It was moved by Hall and seconded by Becker to exit Closed/Executive Session at 8:57pm as allowable under WI State Statute 19.85 (1)(c).

**Roll call vote:** Yeas – all present. Nays – None. Motion carried.

It was moved by Tarman and seconded by Koenig to approve a salary increase for the Village Clerk to \$36,203 based on 45 hours per week.

**Roll call vote:** Yeas – all present. Nays – None. Motion carried.

It was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ to modify the contract with the current Village Administrator to eliminate any wage increase for two years, increase vacation to four weeks per year, and require six months notice by both the Administrator and Village Board for voluntary or involuntary separation of service.

**Roll call vote:** Yeas – all present. Nays – None. Motion carried.

**BILLS AND CLAIMS:**

It was moved by Becker and seconded by Flottum to approve the bills and claims for the Village as presented.

**Roll call vote:** Yeas – all present. Nays – None. Motion carried.

**ADJOURNMENT:**

It was moved by Pabst and seconded by Flottum to adjourn this meeting of the Turtle Lake Board of Trustees at 9:00 p.m.

**Roll call vote:** Yeas – all present. Nays – None. Motion carried.

Prepared by:  
Danielle E. Maxwell  
Village Clerk

Pending Board Approval