

**VILLAGE OF TURTLE LAKE
REGULAR BOARD MEETING MINUTES
APRIL 19TH, 2010**

CALL TO ORDER: Village President Laurie Tarman called to order a meeting of the Turtle Lake Board of Trustees at 6:32p.m. on Monday, April 19th, 2010.

ROLL CALL: PRESENT: Tarman, Hall, Koenig, Itzin, Pabst, Becker, and Flottum. Others present were Administrator Gary Hanson, Clerk Danielle Maxwell, Village Attorney John Schneider, Public Works Director Cory Davis, Treasurer Linda Flottum; Dave Slack of Halco Press; Sheryl Claflin of SEH; Jim Murray of Baker Tilly Virchow Krause, LLP; Ruth Morton, Rick Phillips, business owner; and Sheryl Gehrman, resident. Police Chief Al Gabe arrived at 6:47p.m.

REVIEW OF CONSENT AGENDA: It was moved by Flottum and seconded by Becker to approve the consent agenda, including the correction of minutes to reflect Koenig was present and two operator's licenses, as presented.

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

PUBLIC COMMENT: Hall addressed the Board as a resident regarding the B Plant building and that the Village should address the issue. There was some discussion regarding the current status and recent activity with the building. He expressed that he would like to see Administrator Hanson enforce the Village Code and contact the Village Attorney to so that he may begin proceedings with the owners. Sheryl Gehrman thanked Trustee Pabst for her service on the Board, expressed her agreement with Hall's concerns regarding the B Plant. Gehrman also complained of sight plane issues to address along Cemetery Road.

Item "New Business – A" was moved up on the agenda.

2009 Audit Presentation – Jim Murray of Baker Tilly Virchow Krause, LLP, presented the 2009 Audit to the Board. The 2009 Financial Statements and Internal Control & Compliance were distributed. Murray began by reviewing the Internal Control & Compliance and noted that most issues are due to municipalities being small in which all struggle due to the fact that the high cost of additional staff are not justified. Murray reviewed each item with an explanation and provided examples to resolve the issue.

Tarman asked of the difference of Sewer Utility from 2008 to 2009. Murray continued to explain that GASB 54 change in 2011 rules and that the Village needs to adopt an "Identity Theft Protection Policy" by June 1st, 2010. He recommended forgiving the sewer utility advance from the water utility which will require Board action. He described "Collateralization of Cash Deposit" as a way to protect money if the bank were to fail, insuring Village monies.

Murray hit on highlights of the Financial Statements and noted the Village's borrowing capacity which is in good standing. He described that big deficit due to the Tribe not paying the PILT of \$132,000 and need to apply fund balance to the dump truck purchase. There was discussion of how capital outlay items should have gone into budget lines. He continued to explain the drawdown of the PEG fund, Revolving Housing of \$111,420 and Tax Incremental District 3 of - \$28,871.

COMMITTEE REPORTS: The Personnel Committee met, minutes were included in packets, they discussed negotiation and insurance trends; Administrator Hanson and Committee

members are scheduled to attend a labor negotiation training seminar in Eau Claire on May 4th hosted by Weld, Riley, Prens & Ricci, SC.

DEPARTMENTAL REPORTS:

Administration – Administrator Hanson stated that he has received the report and photos of the B Plant from Building Inspector Manwiller. He stated that there are plant grants available for abandoned industries/buildings, including creameries, of which the Village does not need to own in order to qualify. Hanson stated that the building is now falling down and equipment will be brought in by the owner to begin the clean-up process. Hanson expressed his concerns regarding the building. The building front needs to be razed and he does not feel the DNR will issue a permit until a Phase 2 has been completed. He described that he had met with Nate Rongstad, Chief Gabe, and Director Davis to discuss what needs to be done and compliance with Village Code and Ordinances. Rongstad was informed that code enforcement could result in fines. It was asked what the Village intends to do. Hanson explained that caution needs to be taken to not disturb environmental hazards. It was the consensus of the Board to commence code violation enforcement and fines; it was noted that forgiveness of fines may be possible at a later date. Tarman asked how long a Phase 2 study would take to complete. It was said to take one to two weeks and an additional couple of weeks for testing results. Hall inquired if proof of insurance has been presented.

Hanson commented on the status of Cumberland Ambulance Service plans to establish a center in Turtle Lake. He said that they still plan to come but are working on some internal issues. Hanson reported that he has yet to see a business plan from GreenWhey Industries and that the Village engineers have halted to proceed with the project until notice from Administrator Hanson. He explained that the Village needs information regarding the digester's capacity, output to Waste Water Treatment Plant, etc. A meeting was held immediately after the March Board meeting and all Village information was provided to GreenWhey. It was noted that engineering resources are needed to cover the WWTP assessment and that the Village was awarded \$20,000 from Focus on Energy for phase two of the collaborative digester project. There was lengthy discussion of the Village's current status and possible options with a digester.

Tarman recommended including consideration of the Village moving forward with Phase 2 for the May Board meeting. It was the consensus of the Board to send a letter to GreenWhey with points to meet by the May meeting.

Hanson referred to Maxwell to share on upcoming activities. Maxwell noted the Spring Election in which Ruth Morton will take office on April 20th as Village Trustee, incumbents Hall and Flottum were also re-elected. Earth Week 2010 activities include, Spring Clean-Up on April 20th, Environmental Day on the 21st in which the school will participate in various projects in the Village to improve the community and environment, guest speaker, Andrew Dane, will present on the 22nd at the School Auditorium, and the Tree City USA dedication and tree planting ceremony with DNR Forester and fourth grade will be on the 23rd. Maxwell invited the public to attend the various events. She also noted that Director Davis will share on the fundraising initiative they had recently completed.

Legal – None.

Police – Chief Al Gabe informed the Board that he would be back to regular duty within a week. He explained that the 2009 year-end figures had an adjustment as a computer did not

record stops for 3 and one half months; a new report was provided. Gabe reviewed the 2009 figures and noted the traffic increases and calls to the Casino increased. Barron County will transition to digital radios on May 15th. The ATV Trail Land Use Agreement was signed and includes a 15 year conditional use permit from the State. The ATV parking and restroom facility project is scheduled to commence on May 3, 2010. Gabe noted that Barron County was awarded a grant for additional gravel for the trail from Almena to the Village; he had requested that trap rock be used on the trail near Elizabeth Court to help reduce dust. Gabe continued that the Department has been notifying the public about Spring Clean-Up to avoid junk enforcement. The speed board is in place and part-time officer Jon Fick was hired to replace the former officer. There will be one day a week coverage in Almena and part-time officers are back on the regular schedule, as the Department is back to a full schedule. Gabe added that scrap metal thefts are on the rise, among other thefts, and that the Fire Board meeting may be rescheduled.

Public Works – Director Cory Davis informed the Board that the street sweeper had some breakdowns recently. He reported the Department had been preparing for Earth Week projects and that they will work with the students on Wednesday. Well 3 is working well despite issues of the electronic panel required to be accessed from the outside in case of an emergency. Hydrants were flushed and they found that Well 2 had more sand than Well 3. He had attended the Rural Water Conference in Green Bay. Electric work is to be done at Well 2 and the contractors for the water tower arrived today to begin work. Davis is to bring options to the next meeting of capping Well 1 or abandoning it. WWTP has had some repairs and further repairs will be coming up as budgeted. Sludge was hauled and spread; Davis noted that the process went very smoothly and that there was not as much spillage or odor as in the past; the whole process was complete in 12 hours. Davis stated that a new policy may need to be implemented to alternate between farmers as there is a new applicant for sludge.

Davis explained that the EPA is being sued over phosphorus standards and it will affect the Village. He continued that we are within the parameters but the new standards will be very strict. Davis described the information packet that he and Maxwell put together to use when soliciting donations for the restroom/concession stand at Hartzell Field. He thanked Jan Davis and Tarman for seeking a \$1,500 grant through Thrivent for Lutherans which was recently awarded to the Hartzell project; one stipulation is that Thrivent volunteers must be present at the project. The initial estimate from Lamperts was \$14,000 excluding concrete and the Fire Department will burn the current shelter. Davis added that he also attended a DOT Hwy. 63 meeting and stated that DOT intends to revisit the bypass project. There was a question regarding Arthur Avenue and Railway Avenue easements; it was stated that the Administrator would address the issue.

ENGINEER STATUS REPORT: None.

UNFINISHED BUSINESS:

Martin Ave Improvements – Davis recommended to mill and overlay due to the possible large financial obligations down the road and lack of grant funding. The lifetime of the project would be approximately 5 to 7 years or 5 to 10 years. It was asked of any immediate infrastructure needs along Martin Avenue.

It was moved by Itzin and seconded by Flottum to mill and overlay 2 inches of asphalt on Martin Avenue as recommended by Public Works Director Davis.

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

NEW BUSINESS:

Additions/Revisions to Private Well Abandonment Ordinance, 9-1-51 – It was moved by Tarman and seconded by Pabst to adopt the revised Village Ordinance, 9-1-51, Private Well Abandonment to include a Well Operation Permit as presented.

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

Cross-Connection Control Ordinance, 91-50 Update – Davis explained that backflow prevention is required at various locations that serve the public. The new requirement is that all cross-connections are inspected. The proposed update to the ordinance puts more responsibility on the owner versus the Village. The PWD is not certified to conduct such inspections. It was asked if training or certification is available for the staff. Davis recommended leaving the inspections to the plumbing professionals at this time. He stated he was open to certification in the future but is currently working with limited staff. Compliance for this mandate began in 2009.

It was moved by Pabst and seconded by Koenig to approve the update to Cross Connection Control Ordinance, 9-1-50, as presented.

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

EXECUTIVE/CLOSED SESSION: It was moved by Tarman and seconded by Becker to enter into Executive/Closed Session as allowable under Wisconsin State Statutes 19.85(1)(c) at 8:48p.m.

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

The following items were discussed in Executive/Closed Session: Consideration of Leave Time Policy for Salaried Employees and Consideration of Village Treasurer to become a 40 hour/week Full-Time Employee and receive Full fringe Benefits.

Trustee Pabst excused herself at 9:27pm. Trustee Flottum exited the meeting at 10:07p.m.

It was moved by Becker and seconded by Itzin to exit Executive/Closed Session as allowable under Wisconsin State Statutes 19.85(1)(c) at 10:08 p.m.

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

No motions were made on either Executive/Closed Session items.

BILLS AND CLAIMS:

It was moved by Itzin and seconded by Becker 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 Itzin and seconded by Hall to adjourn this meeting of the Turtle Lake Board of Trustees at 10:29 p.m.

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

Prepared by:
Danielle E. Maxwell
Village Clerk