

**VILLAGE OF TURTLE LAKE  
REGULAR BOARD MEETING MINUTES  
MAY 18<sup>TH</sup>, 2009**

**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, May 18<sup>th</sup>, 2009.

**ROLL CALL: PRESENT:** Tarman, Hall, Itzin, Pabst, Becker, and Flottum. Absent: Koenig. Others present were Interim Administrator Frank Chiodi; Deputy Clerk Danielle Maxwell; Village Attorney John Schneider; Police Chief Al Gabe; Public Works Director Cory Davis; Gary Strand of Cooper Engineering; Dave Slack of Halco Press; Becky Rongstad and son, Kevin Rongstad, Lance Gore and wife – Prosser Properties LLC; Margaret Melrose – Virchow Krause & Co., LLP; Matt Torgerson – Torgerson Concrete; Merlan Dunaman – Cemstone Ready Mix; Deb Kunferman and Craig Doporcyk – Cumberland Ambulance; Dave Webb – General Construction Services; and Richard Phillips, business owner.

**REVIEW OF AGENDA:** It was moved by Hall and seconded by Becker to approve the agenda as presented.

**PUBLIC COMMENT:** There was an inquiry regarding the newly hired youth librarian.

**COMMITTEE REPORTS:** Planning Commission had met and will be addressed later on the agenda.

**DEPARTMENTAL REPORTS:**

**Administration** – Interim Administrator Frank Chiodi reported that he would be distributing surveys regarding Martin Avenue improvements to the property owners along the avenue. He also thanked the Board for the opportunity to work as interim administrator and stated that he enjoyed working for the Village.

**Legal** – None.

**Police** – Chief Al Gabe stated that the “Click it our Ticket” campaign has begun, \$7,800 grant funds were received for portable radios, and that he has been working on junk car and yard ordinance notices to the paper. He reported that the B-Plant was cleaned up around the building and is more secure. Gabe noted that there will not be a pow-wow held in Turtle Lake this year. There was a question regarding the storm siren alerts. Gabe explained that Barron County has been divided into quadrants. Highway 8 divides the County, resulting in Turtle Lake residing in two sectors. Storm warnings are for both severe weather and tornadoes and that the National Weather Service sets off the alarm. Gabe added that the Police Department does monitor and can trigger the alarm themselves or alert the County to do so.

**Public Works** – Director Cory Davis recognized that volunteers of the pee-wee, little league and girls’ softball teams worked at the Hartzell Softball field doing maintenance work and lines. He stated that other issues would be address later on the agenda.

**UNFINISHED BUSINESS:**

**Biermann Homes Contract Evaluation** – Interim Administrator Chiodi provided an update regarding the property. Two homes are currently in the development, both of which are rentals. He had left messages with Mark & Bridget Biermann. He recommended to the Board

to advise John Schneider in legal action to recoup expenses incurred from the project. He provided figures on original loan amounts and yearly payment; borrowed funds were for improvements and extensions. There was discussion of the improvements, extensions, foreclosure of other development properties and the total cost to the Village. The Board determined to gather figures and more information and bring it back to the Board in June.

**2008 Audit Presentation** – Tabled until Margaret Melrose of Virchow Krause & Co. LLP presented the financial statements, review of Village revenue, expenses and debt to the Board through handouts and a PowerPoint presentation. She noted an increase in the equalized value; general obligation debt was maintained. The sewer and water accounts are not included in the financial statement report. Melrose reviewed the internal control report and explained that the smaller size of municipalities make segregation difficult. She continued stating that she split the water and sewer utility and discovered that the water utility gave an advance to the sewer utility; she recommended that the Board forgive this with formal action. She concluded noting the Village has uncollateralized financing and recommended to request more collateral and to insure debt with FDIC; she added that this should be discussed with the bank.

### **NEW BUSINESS**

**Public Hearing for Kennel License Application at 111 Blaine Avenue** – It was moved by Tarman and seconded by Pabst to open the public hearing at 7:22pm.

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

It was moved by Tarman and seconded by Flottum to close the public hearing at 7:23pm.

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

It was moved by Flottum and seconded by Pabst to approve the issuance of a kennel license to James Richter at 111 Blaine Avenue.

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

**Cumberland Hospital Ambulance Service Presentation** – Hospital Administrator Deb Kunferman and Craig Doporcyk presented to the Board preliminary discussion of an ambulance service in Turtle Lake. Kunferman explained that due to the number of calls to the area and interest to have a more local ambulance dispatch center/facility was the driving force behind such a proposal. She continued that this is very preliminary and that there are no hard numbers. This proposal has been discussed with the Chief of Police, First Responders, and others. Kunferman and Doporcyk were seeking the Board's opinion on the concept. They plan to bring the concept before the Ambulance Service and Hospital Board for consideration. The Board did not make any commitments in regards to funding. It was mentioned that the Fire Board had discussed this idea in recent years and checked with other local services. The Fire Board rejected the idea due to start up costs and that First Responder volunteers are able to provide service. Gabe stated that within the past two weeks \$200M of grant funds were set aside for fire districts alone and that he would apply for such an expansion.

The Board offered that they are agreeable to partake in further discussions for an ambulance service in Turtle Lake and requested that they stay in touch with the Board and Chief Gabe once they speak to their board.

**B Plant/Prosser Estate Proposal** – Becky Rongstad, along with other family members, addressed the Board and first questioned the minutes from the April meeting regarding a

correction to omit that the wells would be capped by the spring. She further clarified that the Prosser Estate should be recognized as Prosser Properties LLC. There was discussion of easements and property lines. Rongstad stated that she felt the property markers are not correct. Gabe explained that the State right of way is where the markers lie. There was discussion of the Prosser Properties LLC to sell to the Village. The Board stated that they would like a written proposal prior to further discussion of such action. The family offered a reclamation grant to recycle the phones. Possible grant opportunities were mentioned regarding the collaborative digester, 20-50% of which would be grant funded. There was discussion of grants and property ownership in order to apply and qualify and handling of the well issue, DNR and Village requirements to be capped or have a permit. It was determined that Lance Gore would represent the estate and would contact the new Village Administrator with the property issue including the wells.

**Grant Funding for Green Park** – Village President Tarman presented the proposal of SEH to write the grant application and the recommendation of the Planning Commission on the creation of a green park in TIF District #3. There was question of a timeline of the project and if grant funds are to be used within a certain time period. It was described that the current issue is how to define the green park and which requirements to implement. The grant being sought is to fund the “planning” of the park. It was suggested by Hall to delegate some of the project and its developments to the new administrator. There was discussion of the Village’s Comp Plan; it was noted that there would not be many changes to the initial plan of the area.

It was moved by Hall and seconded by Itzin to accept the recommendation of the Planning Commission to approve SEH application of grant funding on behalf of the Village.

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

**Bids for Well House #3 Project** – Gary Strand of Cooper Engineering presented on the bidding project and broke into sections for the five contracts; 24 bids were submitted and one addendum was made, requirement of the Safe Water Drinking Loan and stimulus funds that contractors must prove the solicitation of disadvantaged businesses. Strand continued by explaining five bids were not read, four were due to lack of responsiveness to the ad and one due to the addendum. Contract #1, the low bidder was Premier Co. and also elected to withdraw the bid to Contract #1. Contract #2, Torgerson Concrete elected to withdraw bid. Strand explained that the Board has the option of accepting the bids that were read and those not read; they have the option to waive informality of unacknowledged addendums and withdrawal of bid for Contract #1 and they have the option to waive the informality of solicitation requirement to be done at time of bid deadline or a later date. There was a comparison of bids and costs estimates of 2005. Matt Torgerson addressed the Board regarding his bid and their options. It was noted that the Village has the ability to waive all informalities that do not affect the bid amount. Strand explained the project, specifications and the reasons for itemizing the project. Davis explained why they chose to conduct the project and that the project cannot be delayed much longer.

There was discussion of re-bidding the project; it was determined that this would be an option if there were significant changes. Strand stated that he would discourage the Board from re-bidding if the plans are not changed. There was discussion of justification of the expense of a park shelter.

It was moved by Becker and seconded by Itzin to reject all bids for Well House #3.

It was moved by Becker and seconded by Hall to re-bid for Well House #3 alone.

It was noted that the pump would not change and paving would not change. Becker and Itzin withdrew their previous motion to reject all bids. Becker and Hall withdrew their motion to re-bid.

It was moved by Pabst and seconded by Becker to reject all bids for Contract #1.

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

It was moved by Pabst and seconded by Flottum to reject all bids for Contract #2.

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

It was moved by Flottum and seconded by Hall to reject all bids for Contract #3.

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

It was moved by Becker and seconded by Flottum to accept bid for Contract #4 to Layne Northwest for the pump.

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

It was moved by Flottum and seconded by Becker to reject all bids for Contract #5.

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

There was a question of cost of bidding; Strand stated that it is approximately \$3,000; cost to revise plans is \$3,000 – \$10,000, for time and materials. Strand requested that the poured in place option be eliminated from bidding. Cooper must review the plans from the contractor and it is his opinion that it be eliminated. Torgerson commented that the drawback to poured concrete is the final aesthetics. Davis offered his opinion of the Village's past history with pre-cast.

It was moved by Flottum and seconded by Becker to re-bid Contracts #1, #2, and #3 to reflect the modified drawings and specifications of Well House #3.

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

**Bids for Water Tower #2 Project** – Strand explained that there was question of a comment that was written on a legal document which was submitted as a bid. Strand explained the option of the Village to accept or reject the bid due to the comment. Dave Webb of General Construction Services addressed the Board with his concerns of the low bidder's warranty, written comment and failure to follow the bid without inquiring to Cooper Engineering. There was discussion of the comment, warranty and the Board's options. Strand recommended awarding the bid for Contract #1 to General Construction Services and reject Caldwell Tanks.

It was moved by Flottum and seconded by Becker to reject Caldwell Tanks as unacknowledged per recommendation of Gary Strand of Cooper Engineering.

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

It was moved by Flottum and seconded by Pabst to award the bid to General Construction Services for \$665,000.00.

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

Contract #2 low bidder was Albrightson Excavating at \$84,268.20. There was a question of the size of the piping, 16" versus 12" for the Fire Department concerns. There was brief

discussion of the compared sizes and reserves. It was recommended that 12” piping would supply plenty of water and have much room for reserve.

It was moved by Becker and seconded by Hall to accept the bid for Contract #2 to Albrightson Excavating.

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

Pabst requested that the location of the Well Tower #3 be submitted to the paper as described in the 2009 Water Main Extensions and Elevated Water Tower Construction.

It was moved by Hall and seconded by Becker to approve the 2009-2010 Committee and Board Appointments as presented.

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

**BILLS AND CLAIMS:**

It was moved by Becker and seconded by Tarman 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 Hall and seconded by Becker to adjourn this meeting of the Turtle Lake Board of Trustees at 10:08p.m.

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

Prepared by:  
Danielle E. Maxwell  
Village Deputy Clerk