

**VILLAGE OF TURTLE LAKE BOARD MEETING  
REGULAR MEETING PROCEEDINGS  
APRIL 17, 2006**

The Village Board for the Village of Turtle Lake, Wisconsin held a regular meeting on Monday, April 17th at 6:30pm in Village Hall located at 114 Martin Avenue East, Turtle Lake, Wisconsin.

**CALL TO ORDER:** Village President Laurie Tarman called the meeting to order at 6:36pm.

**ROLL CALL:**

**Present:** Board members Becker, Tarman, Hall, Outcalt, Ahlberg, Flottum, and Haselhuhn.

**Absent:** None.

**Others Present:** Village Administrator Bill Bell; Police Chief Al Gabe; Public Works Director Katie Goin; Village Attorney John Schneider; Dave Slack of Halco Press.

**CONSENT AGENDA:** It was moved by Haselhuhn and seconded by Ahlberg to approve the consent agenda as presented.

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

**PUBLIC COMMENT:** None.

**COMMITTEE REPORTS:** None.

**DEPARTMENTAL REPORTS:**

**Administration** – Village Administrator Bill Bell presented a brief overview of the last month's activities at Village Hall including the preparation of a list of potential areas to increase the total revenue for the Village to offset the local tax levy. Bell also mentioned that he has been working with the Public Works Department to analyze the operations of the waste water treatment plant to ensure its long term effectiveness. The last month has also included the details planning related to the downtown renovation project with much work being done by Gary Strand of Cooper Engineering.

**Legal** – None.

**Police** – Police Chief Al Gabe presented the Board with the monthly Police Activity Report and commented on a recent juvenile assault case that has been keeping the department very busy over the past couple of weeks. Gabe also mentioned the status of the Police Department's recent renovation to create a formal "interview room" as required by the State of Wisconsin. Gabe also stated that a few of his staff members were out of town for additional training this past month.

**Public Works** – Public Works Director Katie Goin presented a summary of the past month's activity within the Public Works Department including the test well drilling at Elizabeth Court, which is going as expected. Goin also mentioned that the splitter manhole at the Waste Water Treatment plant was working properly and the centrifuge/polymer system is working well right now because of the increase in outside temperatures. Goin also stated that the plant is currently operating near capacity on total flows and sludge processing. Most of the water pressure problems around the community have been resolved, but there are still a few trouble spots in town near dead end lines. We have seen good results as the result of one of the industries installing a new valve system to allow for better regulation of their water consumption.

Jeff Outcalt asked why the valves were not installed correctly the first time by the industry and Goin responded by saying that these are just better valves and that the previous ones were not necessarily installed improperly, they were simply of lesser quality than the current valves.

Ken Ahlberg asked what happens to the Village when the waste water treatment plant reaches its full capacity. Goin stated that there are only a few options including 1) Pretreatment by the Industries to eliminate the high strengths of their discharge; 2) Limiting the amount of waste accepted at the treatment plant; or 3) Work with the industries to expand the waste water treatment plant facilities to accommodate the increased flows and strengths (another oxidation ditch and clarifier, more sludge storage area, etc.).

Jean Pabst asked why we needed to install a splitter manhole if the plant was designed correctly the first time. Bell and Goin explained that this project was covered completely by grant money offered by USDA Rural Development and that it was more of an upgrade to our system than a “fix” to an engineering or construction problem. The previous system was supposed to function based on gravity, but for some reason the waste was not flowing into the two clarifier tanks evenly. Therefore, this splitter manhole was put in to mechanically force even flows into the two tanks to avoid inconsistent operations.

### **UNFINISHED BUSINESS:**

**Ordinance 06-01 “Establishment of an Urban Forestry Program”** – Bell presented the Board with an Ordinance to establish an urban forestry program in Turtle Lake, which would include the creation of a Tree Advisory Committee to promote the health maintenance of the street trees throughout the Village. This program would also make it possible for the Village to become a “Tree City USA”.

It was moved by Hall and seconded by Tarman to approve Ordinance 06-01 “Establishment of an Urban Forestry Program” as presented by Administrator Bell.

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

**Downtown Renovation Project, Streetscaping & Lighting Options** – Bell presented the Board with several design options for new street lamps, benches, and planters to be added to the downtown business district as part of our upcoming renovation project.

It was moved by Becker and seconded by Ahlberg to go with a design concept to include “Teak Wood” Benches and Planters and “Lantern” style street lamps with “Straight Arms”. The street lamps will serve a dual purpose with each post offering a sidewalk lamp as well as a light over hanging the street.

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

### **NEW BUSINESS:**

**Informational Presentation by Turtle Lake First Responders, Tim DeJardin** – Mr. DeJardin presented the annual activity report for the Turtle Lake First Responders to the Village Board, which included the purchase of new defibrillators designed for children and a total of 97 calls made to residents within the Village of Turtle Lake in 2005. DeJardin also thanked the Village for their continued support. Tarman thanked the First Responders for their great work in and around the Village and mentioned that a contribution to their organization was included in this year’s annual budget.

**2005 Audit Presentation by Margaret Melrose of Virchow, Krause, and Company** - The Village Auditor, Margaret Melrose, presented the 2005 annual audit report to the Board via a PowerPoint presentation. Ms. Melrose made a few specific recommendations such as the Water utility forgiving the capital expansion debt owed by the Sewer utility because the Sewer utility does not have the budget capacity to absorb repayment of this debt. Melrose also encouraged the Village to close and consolidate several of its checking accounts to be tracked through the accounting software system instead of through physical checkbooks at the bank. It was also mentioned that the Village should discuss the amount of securities being offered by the bank to ensure that 100% of our deposits are being adequately protected.

The 2005 Annual Financial Audit was acknowledged as received.

**Declaration of Surplus Property** – Bell presented the Board with a list of items to be declared “surplus” so as to allow for their sale through a closed bid process. These items include the following: 1983 Allis Chalmers 5015 Garden Tractor; 1982 EPS 531cc Briggs & Stratton Generator; 16’ x 12’ 1982 Pontoon Boat; 1982 Mercury 7.5 Boat Motor w/ Tank.

It was moved by Flottum and seconded by Becker to declare the aforementioned property surplus for purposes of selling them through a closed bid process.

Discussion: Ray Hall encouraged Village staff to contact area vendors to obtain reasonable values on each piece of equipment to allow for a knowledgeable acceptance of the received bids on each item.

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

**Resolution 06-03 “Appointment of Election Inspectors”** – Bell presented a resolution to the Board that would grant the Village Clerk-Treasurer the authority to appoint qualified election inspectors to carry out voter registration for each election.

It was moved by Tarman and seconded by Haselhuhn to approve Resolution 06-03 “Appointment of Election Inspectors” as presented by Administrator Bell.

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

**Memorandum of Understanding between the Village of Turtle Lake and Barron County for the Purchase of Handicapped Accessible & Optical Scan Voting Equipment** – The Board was presented with a proposed agreement between the Village and Barron County to allow for a cooperative purchase of accessible voting equipment for the local polling place as part of the statewide changes to allow for more accessible polling places. The State will be providing a \$6,000 grant to every polling place for the purchase of this equipment. The new State mandated polling hours will be 7:00am to 8:00pm.

Haselhuhn asked if we would have this new equipment by the September election. Clerk-Treasurer Fran Duncanson responded by saying that this was a possibility if stock was available.

It was moved by Tarman and seconded by Haselhuhn to approve this Memorandum of Understanding between the Village of Turtle Lake and Barron County to purchase handicap accessible voting equipment.

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

**Resolution 06-04 “Teacher Appreciation Week”** – Village President Tarman presented the Board with a resolution to recognize Teacher Appreciation Week throughout the Village from May 7-13, 2006.

It was moved by Ahlberg and seconded by Flottum to approve Resolution 06-04 “Teacher Appreciation Week” recognizing May 7-13, 2006 as Teacher Appreciation Week throughout the Village of Turtle Lake.

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

**Resolution 06-05 “Urging the State Legislature to Reject the TP Amendment (SJR 63/AJR 77)** – Bell presented the Board with Resolution 06-05 “Urging the State Legislature to Reject the TP Amendment, which would expand the levy controls over local municipalities by the State Government and limit the growth potential for small Wisconsin communities such as Turtle Lake.

It was moved by Flottum and seconded by Tarman to approve Resolution 06-05 as presented.

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

**Recommendation to Pay Bills Twice Per Month** – Bell presented the Board with a plan to pay bills twice per month to avoid unnecessary late fees charged by utility companies and others who submit early statements on a monthly basis, thus saving the Village thousands of dollars over the long term related to interest and penalties. Administration will try to print checks just after the first week of every month to pay any outstanding claims and the remainder will be paid at the regular monthly meeting. All invoices will still be provided to the Board at this regular meeting.

It was moved by Tarman and seconded by Haselhuhn to change the bills and claims process to include two payment cycles during each month.

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

**Existing Alternatives for Increasing Village Revenues to Offset Local Tax Levy, Discussion Only** – Bell presented the Board with a list of options to increase Village revenues to assist in the effort to lower taxes throughout the community, as prepared by himself and Village Clerk-Treasurer, Fran Duncanson. These are user fees to assess the actual user of each service, instead of passing along the burden to all taxpayers.

Ray Hall mentioned that we might want to look at making non-profit organizations exempt from paying fees because of their community service orientations. Bell encouraged the Board to review this document over the next two months and it will be placed on the June Board agenda for more discussion and consideration.

**This item was tabled for further consideration.**

**Executive/Closed Session to Discuss Personnel Issues as Allowable under WI Statutes Section 19.85 (c) “Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.”**

It was moved by Tarman and seconded by Becker to enter Executive/Closed Session for the abovementioned reasons at 8:37pm.

**Roll call vote:** Yeas – Becker, Haselhuhn, Flottum, Ahlberg, Hall, Outcalt, and Tarman. Nays – none. Motion carried. **Others Present:** Administrator Bill Bell and Public Works Director Katie Goin.

It was moved by Becker and seconded by Ahlberg to reenter Open Session at 9:08pm.

**Roll call vote:** Yeas – Becker, Haselhuhn, Flottum, Ahlberg, Hall, Outcalt, and Tarman. Nays – none. Motion carried.

It was moved by Flottum and seconded by Ahlberg to extend the Village Residency requirement deadline for Public Works Director Katie Goin to six months after her 1 year probationary period is “successfully completed”.

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

#### **CONSIDERATION OF BILLS & CLAIMS:**

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

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

#### **ADJOURNMENT:**

It was moved by Outcalt and seconded by Haselhuhn to adjourn this meeting of the Turtle Lake Village Board at 9:17pm.

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

Prepared By:  
William E. Bell, M.P.A.  
Village Administrator