

## **Minutes of Regular Session**

Proceedings of the Village of Spring Green Board of Trustees meeting on August 24, 2016 at 7:00 pm, 154 N. Lexington Street, Spring Green Wisconsin.

1. **Call to order:** Gene Hausner, Village President called the meeting to order at 7:00 pm.
2. **Roll call of Village Board members:** Members present were Gene Hausner, Robin Reid, Joel Marcus, Norm Miller, Grace Timmerman, Vern Demers and Michael Broh. Also present were Wendy Crary, Linda Schwanke, Keri Olson, Larry McCoy, Kevin Wilkins, Mike Bisbach, Greg Wipperfurth, Seth Alt, John Shogren, Andy Kurek and Jenny Pappas.
3. **Approve Minutes:** Demers moved and Marcus seconded to approve the minutes of the August 10, 2016 Regular Board Meeting. Motion carried.
4. **Review and approve agenda:** Broh requested to move Item 7a before Item 6. Miller moved and Reid seconded to approve the agenda as amended. Motion carried.
5. **Consent agenda:** Demers moved and Miller seconded to approve the consent agenda consisting of the following:
  - a. Approval of Disbursements
  - b. Approval of a Temporary Class "B"/"Class B" Retailer's License for River Valley Players, 111 E. Jefferson Street for the period 9/16/16 – 9/18/16
  - c. Approval of an Operator's License for Ann Maxwell, 246 Fairview Ct., Spring Green, WIReid abstained. Motion carried.
7. **New Business:**
  - a. Keri Olson gave an update on the status of the Sauk County Development Corporation (SCDC) touching on the following points:
    - ✓ Offices were moved mid-June
    - ✓ New marketing brand, logo and website
    - ✓ Former board of directors dissolved effective 6/30
    - ✓ Recruited 18 new board members
    - ✓ Executive/Personnel Committees set up
    - ✓ Working on fundraisingOlson asked the board to consider supporting SCDC in 2017; any amount will be accepted. Alt stated his goal is to connect with new businesses to let them know SCDC is out there and available. Shogren stated they have trouble hiring young professionals; they go elsewhere because they want broadband, housing and entertainment. Crary stated she feels strongly about the SCDC migrating from quasi-governmental to private-public. No action taken.
6. **Old Business**
  - a. Crary stated the water rates are reviewed every couple years; the simplified rate case is the most logical route. Crary she would have to publish 11/9/16 for a rate increase effective 1/1/17. Crary pointed out the 19.4% loss on the worksheet and noted this was due to the water tower painting project. Broh moved and Reid seconded to approve proceeding with a notice of a 3% water rate increase. Motion carried.

- b. Crary explained the changes to FLSA Overtime Laws effective December 1, 2016. Crary stated there are two employees that fall under the threshold and explained several options to the board. Crary stated whatever the board decides, the Personnel Policy will have to be modified. The consensus of the board was to update the Personnel Policy to reflect all salaried/non-salaried full-time employees receive time and one half compensatory time for time worked over forty hours in a work week. No action taken
- c. Demers moved and Miller seconded to recognize the service of all permanent full and part time employees with a \$15 Spring Green Chamber gift certificate in lieu of an employee dinner. Marcus abstained. Motion carried.

7. **New Business:**

- b. Bisbach explained the goals of a Capital Inventory Plan: plan out five years, keep the community informed and ensure there are no budget shortfalls. Bisbach stated the board would need to identify a capital expenditure either by years of life or a dollar amount or both. Bisbach noted the plan presented is preliminary and can be changed; it is a work in progress. Broh stated he would like some time to look through the plan. Hausner suggested the Finance Committee meet regarding the plan and report back to the Board. No action taken.
- c. Crary reviewed the three Assessment Services Proposals that were received. The consensus of the board was to make inquiries to municipalities that utilize the two of the three firms and place the item on the next board meeting agenda. No action taken.
- d. Wilkins discussed the history of issues with the Spring Green Police Department's office space. Crary informed Wilkins the only item on the agenda for the evening was the air-conditioning and he should request to be placed on the next agenda for other office issues. Wilkins continued to discuss the issues with the office space and Crary informed Wilkins a second time he needs to put the issue on a subsequent board agenda. Wilkins stated he feels the frame of the window air-conditioning unit got tilted up and it drained into the squad room; there is 8' x 10' of sopping wetness. Wilkins stated a carpet cleaning company was brought in and Marty Limmex performed a mold test today. Wilkins stated something needs to be done to make the air more comfortable. Kurek stated he was not sure one air-conditioning unit would be enough as the boiler room is really hot and there are bugs in the office. Crary asked Wilkins what his plan for the air-conditioning was. Wipperfurth stated Thermo/Dynamics is scheduled to take a look at the issue. No action taken.

8. **Information Items:**

- a. Correspondence from OTIE regarding Village of Spring Green East Jefferson Street and West Madison Street final acceptance of Contract Work.
- b. Wisconsin Department of Administration – Preliminary Estimate of January 1, 2016 Population.
- c. Email from Rose Ellen Schneider regarding the River Valley Community Gardens upcoming events.

9. **General Public Comment:** There was no general public comment.

10. At 7:20 pm, Hausner moved and Broh seconded to convene into closed session under Section 19.85(1)(c) of the Wisconsin Statutes for “Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.” Roll call vote ayes: Broh, Demers, Timmerman, Miller, Marcus, Reid and Hausner. Motion carried.
11. Hausner moved and Reid seconded to reconvene into open session at 9:08 pm. Motion carried.
12. Demers moved and Reid seconded to incorporate a 3% cost of living increase for full-time wages and a \$0.75 per hour increase for select part-time wages. All compensation is subject to board approval of the final 2017 budget. Motion carried.
13. **General Public Comment:** There was no general public comment.
14. **Adjourn:** Reid moved and Miller seconded to adjourn at 9:11 pm. Motion carried.