

Minutes of Regular Session
Proceedings of the Village of Spring Green Board of Trustees
October 13, 2021 – 7:00 pm
Meeting held via Zoom & Teleconference due to COVID-19 Health Emergency

1. **Call to order:** Robin Reid, Village President called the board meeting to order 7:01 pm.
2. **Roll call of Village Board members:** Members present via Zoom & Teleconference were, Jeannie McCarville, Deb Miller, Robin Reid, Jennifer Snow, Jane Hauser, and David Saperstein. Absent: Michael Broh. Also present via Zoom & Teleconference: Wendy Crary, Sue Meise, Chief Stoddard, Bruce Jones, Adam Reno, Todd Deibert - Jewell Associates Engineers, Inc., Raymond, Bonnie Bindl, Bob Churchill, Linda Schwanke, Matt V Mad City, KE, Lisa Thomas, Erin Nelson-Bakkum, Vikki Stingley, Paul Kardatzke 7:04 pm, Bridget 7:09 pm, David Saperstein 7:32 pm (lost service and reconnected) and Ed Lilla 7:34 pm.
3. **Approve Minutes:** Motion by Hauser to approve the minutes of the September 22, 2021 Regular Board Meeting as presented. Seconded by Snow. Voice vote. Motion carried.
4. **Review and approve agenda:** Motion by Miller to approve the agenda as presented. Seconded by Saperstein. Voice vote. Motion carried.
5. **Consent agenda:** Motion by Hauser to approve the consent agenda consisting of the following:
 - a. Approval of Financial Report.
 - b. Approval of Disbursements.
 - c. Approval of a request submitted by Cornellier Fireworks Company to hold a fireworks display on Saturday, December 4, 2021.
 - d. Approval of a request submitted by Diane Baryenbruch to hold the Annual Spring Green Arts & Crafts Fair on June 25 & 26, 2022 and to close Jefferson Street from Winsted Street to Wood Street at 7:00 p.m. on Friday, June 24, 2022 and remain closed for the duration of the Art Fair.Seconded by McCarville. Voice vote. Motion carried.
6. **Old Business:**
 - a. Adam Reno, Public Works Director shared that the paving company will not be able to pave any of the alleys till next spring. Reid asked Reno to create a list for next Spring.
 - b. Wendy Crary, Administrator/Clerk/Treasurer reviewed the updated budget figures for 2022 with the Village Board. Crary stated that “the DOR has certified that the ERP for the Village is 3.2%” and that the current projected budget increase is at 3.11%. Staying with in the budget restraint “the Village will receive approximately \$20,000 if the increase in budgeted General Fund Expenditures, Library Levy, & Capital Projects Levy stays below a determined percentage”. Crary added that the budget will need to be published before the next Village Board meeting and the Public Hearing is scheduled for November 17. No additional action needed.
7. **New Business:**
 - a. Matt V of Mad City Windows & Baths answered questions and gave a brief over view to the Village Board on behalf of Mad City Windows & Baths reason for requesting Solicitors License (Sellers Permit) Applications for Timothy Jording and Nathaniel Hoiby. Motion by Snow to approve the Solicitors License (Sellers Permit) Applications submitted by Mad City Windows & Baths for Timothy Jording and Nathaniel Hoiby. Seconded by Miller. Voice vote. Motion carried.

- b. Todd Deibert of Jewell Associates Engineers, Inc., reviewed the construction Change Order #1 for the Woodbury Sanitary Sewer Extension project with the Village Board as follows:

- ADD to the contract the following: • Removal of 90 LF of 10" sewer main @ \$60.00/FT = \$5,400.00 • Install 228 LF of 10" AWWA C900 pipe @ \$70.55/FT = \$16,085.40 Total = \$21,485.40
- ADD to the contract the following: • Remove and replace approximately 174 LF of Davies Road on the Town side. • Estimated cost based on bid prices = \$3,750.
- EXTEND contract time by three weeks so substantial completion is October 22, 2021 and final completion is November 5, 2021.
- REMOVE bid item 17. "Landscaping Replacement" from the contract (deduct \$4,500 from contract price).
- REMOVE bid item 18. "6-foot Black Hills Spruce" from the contract (deduct \$450.00 from contract price).
- REMOVE bid item 31. "Jewell Parking Lot" from the contract (deduct \$25,000 from contract price).

Motion by Saperstein to approve the construction change order for the Woodbury Sanitary Sewer Extension project as presented. Seconded by Miller. Voice vote. Motion carried.

- c. Paul Kardatzke of Jewell Associates Engineers, Inc., reviewed the request from Cardinal Glass CG to exceed the allowed driveway width for property located south of Hoxie Street, west of Cardinal Way with the Village Board. He stated that Cardinal Glass CG was requesting a 45-foot-wide driveway which is greater than the allowed 16-foot driveway per Village Ordinance for a new trailer parking area. Motion by Hauser to approve the request from Cardinal Glass CG to exceed the allowed driveway width for property located south of Hoxie Street, west of Cardinal Way as presented. Seconded by Snow. Voice vote. Motion carried.
- d. Paul Kardatzke of Jewell Associates Engineers, Inc. reviewed the leaking roof concerns at the Police Department. He stated that Kent Harris of Harris Exteriors, suggested patching the Spring Green Police Department roof now for an estimated cost of \$3000.00 and reroof next year. The Board questioned if there was a warranty that should be filed due to the appraisal company estimating that the roof was only three to four years old. Reid asked Kardatzke to follow up with the American Legion. Motion by Snow to approve the patching of the Spring Green Police Department roof for a cost up to \$3000.00. Seconded by Miller. Voice vote. Motion carried.
- e. Chief Stoddard asked the Village Board to approve Lexipol Solutions for the Spring Green Police Department Standard Operating Policy and Procedures. Chief stated that the policy and procedures have not been updated since 2001. He added that Lexipol Solutions would review and update making sure that the department was always current. Lexipol Solutions also provides up to date training. Motion by Miller to approve Lexipol Solutions Proposal for the Spring Green Police Department Standard Operating Policy and Procedures as presented. Seconded by Hauser. Voice vote. Motion carried.
- f. The Village Board took extra consideration on the recommendations for the Library Board appointments. It was noted that in a small village there could or might be

conflicts of interest from time to time that would require members to recuse themselves. It was also addressed for the need of guidelines and policies when members should consider recusal. Motion by Snow to accept the recommendations from the Library Board to appoint Addison Arndt and Jordan Lagerman to the Library Board. Seconded by Miller. Voice vote. Motion carried. g. The Village Board reviewed the Kennedy Road Recycling Center/Burn Area - Attachment A. Crary stated that this is an annual agreement and rates were updated to reflect current wages in the Village and Township. Motion by Hauser to approve the Kennedy Road Recycling Center/Burn Area - Attachment A as presented. Seconded by Miller. Voice vote. Motion carried.

- h. The Village Board reviewed Resolution R-2106: Resolution accepting the Sauk County Board of Supervisors County Supervisory District Plan. Crary added that there were no changes to the village, voting wards would stay the same. Motion by Hauser to approve Resolution R-2106: Resolution accepting the Sauk County Board of Supervisors County Supervisory District Plan as presented. Seconded by Saperstein. Voice vote. Motion carried.
- i. The Village Board discussed and decided to set Halloween Trick-or-Treat hours for Sunday, October 31st from 4-7 pm. Motion by Snow to set Halloween Trick-or-Treat hours for Sunday, October 31st from 4-7 pm. Seconded by Miller. Voice vote. Motion carried.

8. Information Items:

- a. Information regarding 2021 Small Community Forum Regional Workshops hosted by Spring Green Area Chamber of Commerce November 2nd.
 - b. Information regarding Halloween Creature Crawl Sunday, October 31st.
8. **General Public Comment:** Bonnie Bindl expressed thankfulness to the Board and Chief Stoddard for approving Lexipol Solutions as a resource for policies and training. She also added remembering the appraisal company stating the Legion roof was only three to four years old, and was glad the Board was looking into warranties before replacing. Bob Churchill shared the he was very grateful that the meetings are being held by zoom.
9. **Convene into closed session:** at 8:44 pm. Motion by Reid to go into closed session under Sections 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." Seconded by Hauser. Roll call vote aye: Miller, Hauser, Saperstein, McCarville, Snow, and Reid – Aye 6, Nay 0. Absent: Broh. Motion carried.
10. **Reconvene in to open session:** Reid moved and Miller seconded to reconvene into open session at 9:23 pm. Roll call vote aye: Miller, Hauser, Saperstein, McCarville, Snow, and Reid – Aye 6, Nay 0. Absent: Broh. Motion carried.
- a. Discussion and possible action on village employee evaluations and compensation for 2022. No Action taken.
11. **General Public Comment:** No Public Comment.
12. **Adjourn:** Motion by Miller to adjourn at 9:24 pm. Seconded by Saperstein. Voice vote. Motion carried.

Respectfully submitted by Vikki Stingley