**Regular Board Meeting**

**March 13, 2023**

President Kniseley called the meeting to order at 5:00 p.m.

Present: Joe Kniseley, Sheryl Narva, Steve Roseth, Bob Hulett, Cathy Rose arrived at 5:05, Justin Beaman, Adam Bush, Shane Rose & Tammy Weisman

Absent: Julie White

Visitors: Blair-Taylor School District Superintendent Lynn Halverson & Blair-Taylor School District Board Members Michelle Steien & Sara Staff.

**Minutes: B. Hulett made a motion to approve all of the minutes as presented, 2nd S. Roseth, 4 yes votes, motion carried.**

**Attorney Radcliffe:** No business

**Lynn Halverson:** Mr. Halverson **e**xplained to the Board the need for the Operational Referendum on the Spring Election ballot. Mr. Halverson indicated that it is a non-recurring referendum for $1.5 million per year beginning 2023-2024 school year and ending with the 2025-2026 school year. The usage of these funds will be 1) Maintain Current Operations & Offerings; 2) Staff Retention & Attraction and 3) Rebuild the Fund Balance. Previously the school district was relying on Elementary and Secondary School Emergency Relief (ESSER) funds that is a federal program in response to the COVID-19 pandemic. These funds will go away the end of this school year. The State of Wisconsin 2021-2023 Budget included zero increases for school districts due to these funds. They are proposing increases in the 2023-2025 budget, however these funds will most likely not be available until we are into our 2023-2024 school year. Mr. Halverson assured the Board that if the full $1.5 million are not needed each year, they will not be used. On average it will impact the Blair-Taylor residents by $8.31 per $100,000 of property value over the next three years. On average the Village would absorb $26,083.33 over the next three years. We are one of the last school districts within our area to request an operational referendum. J Kniseley thanked Mr. Halverson for being thorough and sharing this information with the Board and indicated that we were not surprised to see this referendum on the ballot.

**Officers Report:**  Sgt. Stan Edington asked if there were any questions regarding the patrol logs and monthly report that were included in tonight’s board packet. The patrol logs and monthly report were emailed to the clerk and the report will be filed with the minutes.

**Capital Improvements:**

As follow-up to discussion with Jon Strand from CBS Squared Engineers at the last Board meeting it was determined that we should go ahead and get pictures and videos of our sewer lines etc. These pictures and videos have been taken by R&R Waste Systems Cleaning. A Bush indicated that under the railroad tracks they found cracks and it is showing leakage. A Bush indicated that the last maps that we have are from 2017 and should be updated. He will look into having this done. J Kniseley shared a photo that shows standing water at the corner of Third & Main. J Kniseley shared an email that was received on March 10th from the WI DNR indicating that our project, Upgrade Waste Water Treatment Plant – Aeration, Chem Addition, Fine Screen, has been added to the State Fiscal Year (SFY) 2024 Project Priority List. Next step is to submit our application. Applications may be submitted any time during the State Fiscal Year beginning July 1, 2023. State Fiscal Year runs from 7/1/23 to 6/30/25. J Kniseley asked if our next step should be to send the pictures, videos, maps and this information from the DNR to CBS Squared Engineering or should we have other engineering companies come in. B Hulett indicated that we have used Davies Engineering & Short Elliott Hendrickson (SEH) in the past. This will be added as a discussion/action item on the April 10, 2023 agenda.

**Maintenance Report:** Adam Bush

* All manholes have been numbered.
* Working on getting all lawn mowers ready
* J Kniseley asked the status on the flooring in the boys’ bathroom. Adam indicated that Diamond Lumber will install new flooring when in the area. They are also going to install a ridge cap on storage room fire escape.
* Water & Sewer Rate Increases – S Rose researched rate increases with the Public Service Commission using a Simplified Rate Case and we are unable to submit a new request until July 2023.
* Adam indicated he has one certification test scheduled for March 31, 2023 on Ponds & Lagoons & Natural Systems. Per PSI Exams he can only sign-up for one class at a time.

**Barb Brueggen-Library Director:** B Brueggen reported that the Annual Report was submitted. Next Library Board meeting is scheduled for April 23, 2023. Barb is scheduled for her next training class this fall. Barb reported that she is working on a Spring Coloring Contest & a Summer Side Walk Chalk Art Contest. She will also be purchasing a Garden Cart to be used for a spring/summer planting activity. Barb indicated that B-T students are required to have so many hours of Community Service in before graduation. She is going to try to visit some clubs/committees of the student body and ask for helpers with Story Hour, Summer Nature Walks & Scavenger Hunts. Barb asked if during the April 4th election if she would be able to have a table in the hallway for a book sale. Price would be donation based, so whatever interested parties would be willing to pay for the books that they are interested in. Board concurred that there would be no issue with having this Book Sale during election.

**Personal:** Updates/mark-ups to the Employee Handbook were included in the Board packet. B Hulett indicated that it would be a good practice to review the Employee Handbook annually. Tammy will distribute the updated Employee Handbook to all employees & ask for signature, since several sections were updated. **C Rose made a motion to accept all changes to the Employee Handbook as presented, 2nd S Narva 5 yes votes, motion carried.**

**Financial**: Included in the Board packet was an email from Jayme Thompson Treasurer of the Blair-Taylor Youth Sports Association (BTYSA) asking to have Sara Capouch and Luke Solberg added as signers to the Village Parks & Rec checking account. Jayme Thompson was previously added as a signer & was allowed access to Security Financial Banks on-line banking as inquiry only for the Parks & Rec account. BTYSA is working on obtaining their own checking account. After discussion, consensus was that the Parks & Rec funds should continue to operate as they have been, all invoices going through the Village, until BTYSA can open their own checking account. **S Narva made a motion to have Jayme Thompson remain the only signer from the BTYSA on the Village Parks & Rec checking account and that the Parks & Rec account continue to be handled as in the past, 2nd C Rose, 5 yes votes, motioned carried**.

**Parks & Recs:** In the same email, J Thompson talked about “once the account is able to be moved to BTYSA ownership.” Tammy’s research indicated that the B-T Joint Parks & Rec committee was established the beginning of the summer 2013 baseball/softball registrations. The Village Parks & Rec account was opened in June 2003, so there were existing funds at that time. Tammy also researched monthly balances in the account from 2013-2015 and it does confirm the 2013 date. J Kniseley asked how much are we going to keep in the Village Parks & Rec account? After discussion, Tammy indicated she will look for 2011-2012 account information to help pinpoint a balance for the next board meeting.

J Beaman asked the other Board members if they were OK Article VI. Dissolution of the BTYSA Constitution. S Roseth thanked Justin for his time commitment to be involved with the new BTYSA. **J Beaman made a motion to accept Article VI – Dissolution of the BTYSA Constitution as written, 2nd S Narva, 5 yes votes, motion carried.**

Port-a-Potties – John Feyen contacted the Village asking about Port-a-Potties at the park. He recommended that due to damage to the port-a-potties in prior years that we limit the number to be set-up at the park. A Bush indicated that last year we didn’t work with John, we worked with Black River Portables and there were no issues and he is going to work with them again this year.

B Hulett indicated that the walls in the gym are in need of a fresh coat of paint. The Village would donate the paint and we should look for volunteers to do the painting, such as; the B-T High School students that need their Community Service hours to graduate. A lift would be needed and Bernie’s Equipment may have one available to rent.

**Public Services –** No Business

**Clerk’s Report:** Tammy Weisman

* Spring Election will be held Tuesday April 4, 2023
* Dog Licenses due March 31, 2023.

**Treasurer’s Report** – T Weisman presented the treasurer’s report. **C Rose made a motion to approve the treasurer’s report, 2nd S Narva, 5 yes votes, motion carried.**

**Approval of Bills to Pay: General Fund $6,440.10; Water $4,670.24 & Sewer $6,959.97.** **S Narva made a motion to pay the bills, 2nd J Beaman, 5 yes votes, motion carried.**

**Unfinished Business:** None

**New Business**: J Kniseley reported that we received a call from Railroad Safety Commissioner last week. They are looking into installing crossing arms at the railroad crossing on County Road P. When they were here, it was noticed that buggy & car tracks were approaching the railroad crossing from the sidewalk and that the snowmobile trail was crossing there as well. This raised some safety issues/concerns. The Village & County will be invited to a meeting to discuss this issue. J Kniseley indicated he would probably attend this meeting and have Adam or Bob go with him. We are waiting on a email from the Railroad Safety Commissioner containing suggestions on how to address these safety issues/concerns. J Kniseley indicated that where this is occurring is actually land owned by the railroad & felt that they should cover the cost of any necessary barricades or signs. A Bush talked with the Amish Bishop about the buggy’s crossing there and it appears that they are now using County Road P to cross. J Kniseley will report any additional information received at the April board meeting.

J Kniseley reported that he had a resident contact him regarding a Building Permit to add an addition to their home. Joe explained to the resident that they would also have to work directly with our Inspector General Engineering (GC). The resident contacted General Engineering and was told that they only do new construction. Joe spoke with Adam at GC and he confirmed what the resident had said. Joe reviewed our contract with GC & it is somewhat vague, however we will need to have our contract modified and is unsure if a fee will be involved. **S Roseth made a motion to go ahead and have our contract with GC updated to include all construction items that require an inspection, 2nd B Hutlett, 5 yes votes, motion carried.**

The Planning Commission met on March 1st & March 8th to discuss an offer to purchase presented by Craig Jeske for the 4 remaining lots the Village has for sale. Included in the board packet the Village counter-offer presented at the March 8th meeting. We are offering him 2 lots at a price of $6,000, no rebates & $1,000 discount per lot. 1st home to be completed in full as a model, 2nd home shell with doors, windows, roofing, & siding done leaving the interior finish options chosen by buyer. Both to be completed in 2023. S Narva felt that he was getting a lot for that dollar amount. After further discussion, **J Beaman motioned that we present the counter-offer as written to Mr. Jeske, 2nd B Hulett, 3 yes votes, 2 no votes, motion carried.**

**C Rose made a motion to adjourn, 2nd S Roseth, 5 yes votes, motion carried**.

Respectfully submitted,

Tammy Weisman, Clerk/Treasurer

March 14, 2023