**Regular Board Meeting**

**July 10, 2023**

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

Present: Joe Kniseley, Sheryl Narva, Steve Roseth, Cathy Rose, Adam Bush, Shane Rose, Julie White and Tammy Weisman.

Absent: Justin Beaman.

Visitors: Nancy Waller, Mary Kay Hanson & Sgt Mazur

**Minutes: C. Rose made a motion to approve of all of the minutes as presented, 2nd B Hulett, 5 yes votes, motion carried.**

**Visitor Business –** Mary Kay Hanson presented that her brother would like to have a Retirement Party on Saturday September 30, 2023. He is retiring from UPS after 30 years and will be moving back to the area. We are in the preliminary stages of planning however he would like to know if it would be possible to shut down Main Street for this event and would there be any additional requirements. J Kniseley questioned if they would be selling alcohol. Ms. Hanson indicated that they would not be selling alcohol but would like to involve P-Nut, Maynard’s & Squirrelz Nest and have alcohol available to give away on Main Street. Members concurred that they did not see an issue with closing the street, however we will review current ordinances and let you know what permits would be required and the cost of said permits.

**Attorney Radcliffe:** No Business.

**Officer’s Report:** Sgt. Mazur asked if there were any questions regarding the patrol logs and monthly report that were included in the board packet. No questions presented. Sgt Mazur mentioned the “high speed pursuit” that took place in The Village and ensured the Board that if it would have been during the day when residents are active it would not have occurred.

**Maintenance Report:** Adam Bush provided an update on the following:

* Concrete by West Entrance – Spoke with Eric Lofgren and he felt the best option would be to use pothole fill.
* Streets to be Seal Coated – Waiting on bids/quotes from Struck & Irwin and Fahner.
* Highway Signs Plant Replacement – Too dry to plant anything at this time, will wait until this fall.
* Birch Lane Clearing – They have quit burning due to the lack of rain.
* Gym Painting – J Kniseley will contact Jerry’s Painting to let them know that we are going to wait on the painting project at this time. We are going to focus on the insulation foam spillage, that Jerry’s painting would not guarantee coverage. B Hulett indicated that we should be able to cover with foam insulation and plywood. B Hulett indicated that this will provide additional insulation on the outside walls. We will need material costs. A Bush will have a contractor come in to give us an estimated cost.
* S Narva mentioned the dead trees behind her house & A Bush will add to list

**Barb Brueggen-Library Director:** S. Rose read Barb’s report.

* Friday Story Hour - Going well, there a few in attendance each week
* June Dairy Month - 85 coupons were distributed to those who came to the library during the month of June. Coupons are redeemable until 7/15/23. Thank you to everyone who came to library.
* Senior Chair Yoga – 18 people attended. Thank you to the “Coffee Clutch” for the use of the room and for being good sports. I am working on a couple of topics that they said they would be interested in.
* Grace Kling is coming in to help for a few hours a week for the month of July.
* Sidewalk Chalk Contest – To be held month of July. Same age groups as the coloring contest and prizes for each age group.
* The Girl Scouts/Library Movie Night – Scheduled for Saturday, July 29th here in the gym.
* Community Picnic – Thursday, August 10th 5:00pm – 7:00pm. Pat will entertain, museum will be open & prizes will be given out.
* Book donations were received this month.
* Book Sale – Will be set-up by the end of the month, so it is available during Move Night & the Community Picnic.
* Tomato plants are growing, so hopefully they will produce some tomatoes.
* The next library board meeting is Monday, August 7th at 5:00pm.

**Personnel:** T Weisman reported that our Sam’s Club annual membership renewal was charged on our June credit card statement. This membership was used for stocking of the concession stands which is now being handled by the BTYSA. After discussion, this membership will be cancelled.

Joe reported that our security camera’s through PerMar are currently being administered by P Wisniewski. Joe inquired if this shouldn’t be administered by an employee currently on payroll. After discussion, S Rose will contact PerMar to see what is necessary to change the administration & security on our camera’s. **S Narva made a motion to remove P Wisniewski as administrator of our security cameras and to add S Rose, 2nd S Roseth, 5 yes votes, motion carried**.

**Financial** – Nothing to report.

**Parks & Rec:** Tammy reported that we have not received payment from the City of Blair for the invoice for half of the utilities billed to the gymnasium November 22 – April 23 that was sent on June 8th. S Roseth indicated we send a past due billing.

**Public Services** – Nothing to report.

**Zoning Board** – Members of the Zoning Committee were sent a letter requesting them to attend a training Webinar on July 11, 2023 6:00pm – 7:30pm – Role of the Zoning Board of Adjustment/Appeals. J Kniseley extended the invitation to any board members that would be interested in attending.

Storage Buildings – J Kniseley indicated that it the board had previously discussed changing or adding an ordinance on the criteria for temporary structures. T Weisman will research past minutes or reach out to Attorney Radcliffe on past discussion and/or decisions that were made.

**Clerk’s Report:** S Rose & T Weisman reported the following:

* Shirley Knutson called the office to mention an issue with stray and feral cats at the Knutson Mobile Home Park. She was wondering if the Village would be a partner with her in trapping and relocating several of the cats. S Rose reported that he did some investigating and determined that, according to villages ordinances, only box-type live traps may be used, the animals may not be harmed or killed, they must be fed, watered, and otherwise cared for, and relocation must be with the consent of the owner of the property to which the animal is being located. The DNR is not concerned with the trapping of feral cats, however, they are concerned with wildlife being trapped. Because of this they require traps to be checked daily. The Jackson County Humane Society and Northwoods Vet Service recommend having cats spayed or neutered and reintroduced because once removed, other cats are likely to move into the area. This does present a considerable expense. The board declined to partner with Shirley on this, but welcomes her to pursue this course of action. S Rose was instructed to notify Shirley of this, and inform her of the information he compiled.
* Official audit report was received from the Wisconsin Elections Commission on Polling Place Accessibility and our accessible booth or table in the voting area was not set up to ensure voter privacy. Shane found a desk with side panels, that we are going to use at the next election, if this does not work out there are Privacy Screens that can be ordered from Office Max/Depot.
* The village received thank you letters from Lindsay Steien & Abby Thompson for the donation toward their participation in the WIAA Scholastic All-Star Game.

**Treasurer’s Report:** The Treasurer’s Report was provided to the board. **C Rose made a motion to approve the Treasurer’s Report as presented, 2nd B Hulett, 5 yes votes, motion carried.**

**Approval of Bills to Pay: General Fund $5,484.94; Water $454.00; & Sewer $908.76. S Narva made a motion to pay the bills, 2nd C Rose, 5 yes votes, motion carried.**

**Unfinished Business:**

Harmonic Distortion – J Kniseley indicated that we are still monitoring and have occasionally exceeded limits. J Kniseley has also been in contact with Planning Service Commission (PSC) and we have provided the report that was submitted to the Board.

Fix-the-Bricks – A Bush has contacted R J Jurowski letting them know that we are interested in having them start on the areas that need the most attention. The earliest that they are available is September.

Bridge St./Main St. Sewer Main Project – T Weisman reported that the financials, service area, etc. sections of the application have been completed leaving primarily the sections that SEH Inc would need to supply.

General Engineering Contract Update – J Kniseley indicated that General Engineering still has not gotten back to him and he will continue to follow-up.

**New Business:**

Issue Operator’s License to Tamara Waldera/P-Nut, Maynard’s & Squirrelz Nest – **Motion by B Hulett to approve operator’s license for Tamara Waldera, 2nd J White, 5 yes votes, motion carried.**

Issue Operator’s License to David Donnelly/Squirrelz Nest – **Motion by S Narva to approve operator’s license for David Donnelly, 2nd C Rose, 5 yes votes, motion carried.**

**C Rose made a motion to adjourn at 6:23pm, 2nd S Roseth, 5 yes votes, motion carried.**

Respectfully Submitted,

Tammy Weisman, Clerk/Treasurer

July 12, 2023