**Regular Board Meeting**

**January 8, 2024**

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

Present: Joe Kniseley, Sheryl Narva, Steve Roseth, Bob Hulett, Justin Beaman, Cathy Rose, Adam Bush, Shane Rose & Tammy Weisman. Julie White arrived 5:10pm

Absent: Sergeant Mazur

Visitors: None

**Minutes: C Rose made a motion to approve all the minutes as received, 2nd S Roseth, 5 yes votes, motion carried.**

**Attorney Radcliffe:** Introduction of Resolution #2024-0108 to discontinue public way, Birch Lane, in the Northwoods Addition. Survey has been completed and Attorney Radcliffe will complete necessary Quick Claim Deeds required between the Village of Taylor & John/Nicole Crocker. **C Rose made a motion to accept introduction of Resolution #2024-0108 to discontinue public way, Birch Lane, in the Northwoods Addition, 2nd S Roseth. Roll Call Vote; S Narva-yes, J Beaman-yes, B Hulett-yes, S Roseth-yes, C Rose-yes & J Kniseley-yes. Motion Carried**

Public Hearing will be held at the March 9, 2024 Board meeting and introduction of Resolution #2024-0108 will be acted on at the board meeting that will immediately follow.

J Kniseley requested that we move ahead to New Business regarding resurveying of Lofgren properties. J Kniseley explained to Attorney Radcliffe that this survey is being completed to eliminate the overlap of existing buildings set on other parcels and inquired if there was action that the board needed to take. Attorney Radcliffe indicated since there is no village owned property involved, the Quit Claim Deeds that would be necessary would be completed between property owners. The board would need to approve the survey when completed and submitted by Remus.

**Officers Report** – Summary of the December Patrol log was included in the board packets & no questions were presented to forward on to Sergeant Mazur.

**Barb Brueggen-Library Director:**

* All acquired free books & DVDs from La Crosse South Library have been cataloged in the system and many of these new additions are being checked out.
* Currently working on the Annual Report. Kristen from Winding Rivers will advise if needed.
* The next library board meeting will be February 5, 2024. Annual Report will be approved and signed.
* New events are being worked on & more details to follow when approved by the board.
* Library will be closed if B-T School District closes due to inclement weather.
* Thank you to Shane for updating the web-site. His help is much appreciated.
* Jackson County Reads-Black River Falls & Friends of the Library are sponsoring Driftless Gold, first in the series, by author Sue Berg on April 9th at the Lunda Theatre. Sue is from Viroqua and the setting for this book is in La Crosse. There are also many events scheduled in February & March.
* If you have any questions, please let me know.

**Maintenance Report:** Adam Bush

* No additional bids were received for the 141 Pearl Street North Wall Insulation Project. Diamond Lumber bid/quote was materials & labor for $8,520. Materials include 1 ½” Styrofoam covered with an ERP Panel (glass board) & lumber required to “box in” the windows. The materials quoted will last and are pretty much maintenance free. It will also eliminate the need to paint, which was quoted at $8,600. J Beaman indicated that we should also see some reduction in our costs to heat the gym. After discussion, **motion was made by C Rose to accept the bid/quote from Diamond Lumber to complete the North Wall Insulation project at 141 Pearl Street, 2nd J Beaman, 6 yes votes, motion carried.**

B Hulett indicated that we should consider doing insulation projects for other walls at the gym. T Weisman indicated that she will make sure that we have it listed in our Capital Improvement Plan, so it is considered during 2025 Budget planning.

* Adam reported that the plows are on & a weight box was added to Tony’s truck, so we are ready for the snow.
* Adam indicated that they will start switching out meters, with goal to replace 10 this winter. We have 31 new meters in inventory and would like to order more this year due to availability. New meters are under warranty for 20 years. B Hulett indicated that the old meters are due for testing after 10 years.

**Personnel:** J Kniseley inquired if we should offer S Rose a cell phone stipend for having the security camara app on his phone. A Bush currently has the app on his phone & is paid a $45.00 monthly stipend. S Rose indicated that he does not have the app on his phone at this time, however will install the app if necessary. After discussion it was determined that having a second employee with this feature would be beneficial. **Motion was made by B Hulett to have security app added to S Rose’s phone & pay a $45.00 monthly stipend once installed & running, 2nd S Narva, 6 yes votes, motion carried.**

**Financial –** 24-Month CD at .60% APY held at Security Financial Bank matured on 12/29/23. We rolled this CD to a 6-month term with a 5.10% APY. Parks & Rec checking account was closed, since all items are budgeted through the General Fund.

**Park & Rec:** Copy of the draft lease agreement was provided in the board packet. J Beaman inquired if the payment date of January 15th was firm. T Weisman indicated this date was not sent in stone, so lease agreement will be modified to have payment due by February 15th. T Weisman indicated that section 4C refers to insurance coverage, does BTYSA have an insurance policy. J Beaman reported he was not sure. Attorney Radcliffe indicated that this is a standard requirement within Lease Agreements and we should check with our insurance provider to see what coverage the Village would have.

**Public Services –** Nothing to report.

**Zoning Board –** Nothing to report.

**Clerk’s Report:** Shane Rose & Tammy Weisman reported the following:

* T Weisman reported that a bid/quote was received from Tri-State Business Machines & two options were presented. 1 – Canon Low Meter Demo Unit which would cost $1,833.49 annually or 2 – Canon New Unit which would cost $2,086.69. There would be no quarterly maintenance contract, we would be charged “per click” or per copy. Both options presented are cheaper than EO Johnson bid/quote of $1,490.90 annual cost for a Ricoh. T Weisman indicated that the current copier is still working, however EO Johnson is severing their relationship with Toshiba and it could be difficult to obtain parts & it has been jamming more. S Narva asked which one did we feel more comfortable with. T Weisman felt that Option 1 presented by Tri-State Business Machines would be acceptable, since it is covered like a new machine and they did indicate that many small businesses & municipalities chose this option. After further discussion, T Weisman will reach out to Tri-State Business Machine to install the Low Meter Demo Unit.
* T Weisman reported that we have noticed some outdated information on the Village web-site and we would like to ask to be able to update the web-site as needed without seeking board approval. **Motion was made by J White to allow administration personnel to update web-site as necessary, 2nd S Narva, 6 yes votes, motion carried.**
* T Weisman reported that she will be on vacation starting February 8th & returning on February 19th. There is a payroll that will need to be completed for February 16th and we are currently training S Rose on the payroll process. There will also be a board meeting on February 13th, S Rose will take minutes & I will have most of the board packet ready before I leave on February 7th. J Kniseley indicated that one obstacle is that S Rose has been summoned for jury duty February 14th – 16th. If he does have to serve, we may need to close the office or have somebody cover like we did the end of 2022.

**Treasurer’s Report:** The Treasurer’s Report was provided to the board. **S Narva made a motion to approve the Treasurer’s Report as presented, 2nd C Rose, 6 yes votes, motion carried.**

**Approval of Bills to Pay: General Fund $4,793.67; Water $48.00; & Sewer $2,502.93. J Beaman made a motion to approve all unpaid bills and all other bills received with a due date before the next scheduled board meeting, 2nd B Hulett, 6 yes votes, motion carried.**

**Unfinished Business:**

Bridge St./Main St. Sewer Main Project – Still waiting on formal contract from SEH.

**New Business:**

Lofgren Properties Re-Survey **–** See Above**.**

Operator’s License & Provisional Application submitted to the Village of Taylor by Emily O-Neil for Squirrelz Nest – All necessary supporting documentation has been received & reviewed**. Motion by C Rose to grant Operator’s License to Emily O’Neil, Squirrelz Nest, 2nd S Narva, 6 yes votes, motion carried.**

2024 Christmas Lights Contest – J Kniseley indicated that he has been thinking of ways to have more participation in this event. One idea he had was to have dollars set aside for business participants and B Hulett suggested that there is no 1st, 2nd or 3rd place; top 3 participants receive the same dollar amount. J Kniseley asked the other board members to think of other options to increase participation.

Pledge Allegiance **–** J Kniseley indicated that this was not an Agenda item, however what are the other board members thoughts in regards to saying the Pledge of Allegiance before the start of each board meeting. J Kniseley reported that we use to do this & is unsure why it had stopped. After further discussion, **motion was made by S Narva to have the Pledge Allegiance as an agenda item for our monthly board meeting, 2nd J White, 6 yes votes, motion carried.**

**S Roseth made a motion to adjourn at 5:55pm, 2nd C Rose, 6 yes votes, motion carried.**

Respectfully submitted,

Tammy Weisman

Clerk/Treasurer

January 9, 2024