**Regular Board**

**April 8, 2024**

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

**Present:** Joe Kniseley, Sheryl Narva, Bob Hulett, Steve Roseth, Cathy Rose, Tammy Weisman, and Adam Bush. Shane Rose arrived at 5:10pm

**Absent:** Justin Beam & Julie White

**Visitors:** None

**Minutes: C Rose made a motion to approve all the minutes as received, 2nd B Hulett, 4 yes votes, motion carried.**

**Visitor Business:** SEH Inc – David Walter. Mr. Walter presented the Agreement for Professional Services for completion of the required reports needed for SEARH grant issued to the Village of Taylor through USDA. Mr. Walter, indicated that the Preliminary Engineering Report, due July 1st, will include sewer main replacement for Bridge St, Main St and 2 valves that need replacement at the sewer ponds/lagoons. Also required by July 1st is an Environmental Report. Mr. Walter indicated that the preliminary engineering report can include future capital improvement projects. After discussion, we will send future projects needed. SEH will follow-up regarding grant and/or loan applications when actual work on the project is scheduled.

**Officers Report** – Summary of the March Patrol log was included in the board packet and no questions were presented to forward on to Sergeant Mazur.

**Barb Brueggen-Library Director:**

* Easter egg coloring contest had 16 entries. Thank you to Shane & Tammy for judging. Prizes were given out for 1st, 2nd & 3rd for each age group.
* Library Board meeting was held March 25th. Next Board meeting is Monday April 8th.
* Book Sale is set-up in the hallway and the free will donations are $41.00 so far.
* Forrest Street Elementary in Black River Falls donated 100+ Little Golden Books. Each child attending the Early Learning Center meeting was able to pick one out.
* Early Learning meeting and lunch was held on March 21st from 5:00pm – 7:00pm with 20+ in attendance. Pat Carlson entertained with music and each child received a book.
* Barb attended on workshop on Over/Drive/Libby. It is a reading app you can use to download books to your device. You receive no credit for circulation and could affect the number of people who visit the library, so Barb has mixed feelings.
* April 18th from 12:00pm – 1:30pm the Arcadia Library will be hosting a workshop/discussion on book censorship. Barb has the book that she needs to read before attending.
* Jackson County Read is happening now. Barb plans on going to the Lunda Center to see & hear Sue Berg on April 9th; the Strum Library to hear & see a local Amish author on April 18th and the Eleva-Strum High School to see and hear author William Kent Krueger on May 8th.
* This week is National Library Week. Anyone checking out a book can plant a seed cup to take home, if they want.
* Barb continues to replace old books that are not being checked out with new books. Barb asked what she should do with the old books that are accumulating on shelf in the hallway. B Hulett indicated that they could go to the recycling center and T Weisman suggested Good Will or St Vincents.

**Attorney Radcliffe:**  None

**Maintenance Report:** Adam Bush reported the following:

* Due to plowing, 1st Street has about 6 inches of dirt that needs to be swept off. Would like to use Greenleaf’s broom to sweep it back. $85 per hour if we have an operator.
* Struck & Irwin plans to start seal coating project the end of April.
* We have pot hole material on-hand; however, we will need to order more.
* R&R Waste jetted 3,312 feet of sewer lines. There is a section at the intersection of Hanson & 4th Street that needs repair.
* Gym Insulation Project – Diamond Lumber is waiting on supplier to find a product that will combine the glass board and insulation at the same time. J Kniseley indicated at the last board a 10% overage in price quoted was approved.
* Wastewater Permit Inspection – Jenna Monahan from the DNR was her March 27th and everything went OK for the most part. There are some follow-up items needed.
* Parks – The one remaining batting cage looks good; the port-a-potties are here and both lawn mowers have had maintenance and drags are ready for both. J Kniseley indicated that we should drag the fields to eliminate any unevenness that occurred. J Kniseley suggested we see if we can use the 6’ leveler type attachment that Brian Beaman has again this year.
* S Narva reported that Adam & her have discussed options for the landscaping by the Highway 95 signs and would like to get 3 whiskey barrels for each area due to the condition of the soil & eliminate the need to water as frequently. The whiskey barrels would be buried half way & filled with a mixture of potting & top soil. Either bushes or flowers would be planted. After discussion, it was determined to go ahead with the plan since this project is included in the 2024 budget.
* B Hulett reminded Adam that more potting soil will be needed for whiskey barrels already being used along 2nd Street.
* S Roseth asked if we have a solution for the cement “lift” that is located by the west entrance. Adam indicated that he talked with Greenleaf and were unable to come up with a good solution. Due to the safety concerns, Adam will research other options.

**Park & Rec:** J Beaman reported via email that the Lease Agreement written by Attorney Radcliffe would be presented at tonight’s BTYSA board meeting and the vote would be to sign. Justin plans on doing a walk around later this week to check on everything.

**Personnel** – None

**Finance** - None

**Clerk’s Report:** T Weisman reported the following:

* Auditors are still working on year end entries. Once finalized, she will be able to share 2023 actual to budget numbers. We also need to review Q1 2024 against 2024 budget. T Weisman asked if they would like to review this information at a regular board meeting or have a special board meeting dedicated to financial review. After discussion, it was determined a special board meeting will be called once end of year if finalized.
* April Election went well. Election workers were very appreciative of the increase in wages that we were able to work into the 2024 budget.
* Spring/Summer Newsletter “draft” was shared with the board and plans to be to the post office by the end of the week
* Utility Software (UBMax) that we currently use will no longer be supported. UBHub is a cloud-base software that will be the replacement. S Rose & T Weisman were given a demo by gWorks today & it seems to be very user friendly. It has a Citizens Portal that our residents will be able to log into to see their account status, usage, financial history, etc. They will also be able to pay their utility bill with debit/credit card and set-up automatic payments which will solve the issues that we keep having with our current on-line payment option. Implementation costs will be waived since we already have UBMax, however there will be other price adjustments. These price adjustments are based on our 2023 end of year financials, so a price quote will be provided when our auditors have finalized these numbers.
* Board of Review will be scheduled for sometime in May. Annual training is required for at least one board member. We can use the training materials purchased last year, however there is a new exam. S Narva & J Kniseley will attend the training which we will plan for April 19th or May 3rd.

**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, 4 yes votes, motion carried.**

**Approval of Bills to Pay:** T Weisman reported due to the earlier meeting date, several of the bills for April have not been received yet. **General Fund $3,690.35; Water $0.00; & Sewer $1,604.18. C Rose made a motion to approve all unpaid bills and all other bills received with a due date before the next scheduled board meeting, 2nd S Roseth, 4 yes votes, motion carried.**

**Unfinished Business:**

Jackson County UW Extension Committee Update – “Revitalization of Small Rural Communities Project” – T Weisman reported that Mr. Luter reached out via email last week inquiring if we had a chance to speak with more people in your community to understand what might be helpful for the students to work on for your communities so that we could clarify a project. T Weisman shared what was discussed at our March meeting and asked if it was possible to have his students take a field trip to Taylor to see our community and maybe they would have “fresh” ideas that we could define a project from. No response has been received.

Ordinance Violation Letters – T Weisman reported that 33 letters, counting landlords, were sent out. Enclosed in each letter was; Title 15 Chapter 4 Minimum Property Maintenance Standards; Title 10 Chapter 5 Abandoned and Junk Vehicles; Section 11-6-5 Public Nuisances Affecting Peace & Safety; Village of Taylor Clean-Up days flyer and Jackson County Appliances & Electronics Round-Up flyer. The letter indicated that citations will be issued May 1st. To make this happen, we would need to know who is still in violation & specific descriptions.

Black River Falls EMS Fees – T Weisman reported that she reached out to Jody Stoker, Black River Falls Fire Chief and a schedule of meetings should be out shortly.

Lake Henry Restoration Project – T Weisman shared the list of $500+ donors that was posted on the City of Blair’s web-site. We will continue to monitor their progress and revisit later.

**New Business:**

Northwoods Addition – J Kniseley indicated that the next steps needed are to burn and/or remove the brush piles. J Kniseley also mentioned that the brush piles are a little too far east and are on Steve Okonek’s property. Steve would like to see the brush piles cleaned up and the lot markers put back. J Kniseley will talk to A Bush to see if we can burn the brush or if we need more work completed by Greenleaf. T Weisman reported that we have the Quit Claim Deed for the Crocker parcel, needs to be signed in front of a Notary. T Weisman will be contacting Kim Lofgren the week of April 15th to see when she is available. J Kniseley asked if Shane would consider becoming a notary. After discussion, we will research the requirements to become a notary.

Ordinances with Setback Requirements & Building Permit Issuance – T Weisman indicated that in the board packet was Attorney Radcliffe’s summarization of Ordinance Title 15 Chapter 1 Building Code. This summarization indicates that all Building Permits should be sent to General Engineering Co (GEC) our UDC Inspector to determine if they will issue the permit, if the village will issue the permit or if no permit is necessary. T Weisman sent an email to GEC how this affects our current contract and is waiting on their response.

J Kniseley mentioned that when researching various setback requirements there is contradicting information in our current ordinances. T Weisman indicated we struggle to find the information on setback requirements and it would be nice to have a “sheet” that can be handed out with the building permit applications when requested, so the residents know if their plans are within the parameters required. J Kniseley indicated that there have been updates made to our ordinances since adopted in 2002, however they should be reviewed. S Narva indicated that would be a daunting project, so how would it be completed; use a third party to review. T Weisman indicated having a third party involved would not eliminate confusion, because the village office staff and board should really know what our ordinances are stating and a third party is not going to understand how they should be updated to meet the needs of the Village of Taylor. B Hulett suggested that we start with Title 13 Zoning & Title 15 Building Codes since they are questioned the most. After further discussion, review of our current ordinances is tabled at this time.

Jackson County’s 7 Rivers Alliance – Jackson County Clerk, Cindy Altman, reached out on April 1st indicating they are applying for an opportunity through 7 Rivers Alliance to develop an economic development strategic plan. There is no financial investment required, just time in participating in the stakeholder groups. Currently, they are requesting a letter of support from the Village of Taylor & the Village of Hixton and are needed by April 5th. T Weisman indicated that the letter of support that was sent to the County was provided in your board packet. More to follow if their application is accepted.

Taylor FFA Alumni Donation Request – They are requesting a donation to sponsor the Horse & Pony Pull, the Tractor Pull or both. After discussion, **B Hulett made a motion to donate $250 towards the Tractor Pull from the village water utility account, 2nd S Narva, 4 yest votes, motion carried**.

**C Rose made a motion to adjourn at 6:40pm, 2nd S Narva, 4 yes votes, motion carried.**

Respectfully Submitted,

Tammy Weisman

Clerk/Treasurer

April 10, 2024