**Regular Board**

**May 13, 2024**

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

**Present:** Joe Kniseley, Bob Hulett, Cathy Rose, Adam Bush, Shane Rose, and Tammy Weisman.

**Absent:** Sheryl Narva, Julie White & Steve Roseth

**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:** None

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

**Barb Brueggen-Library Director:**

* Library Board meeting was held Monday May 6th.
* Book Sale is set-up in the hallway and the free will donations are $50.00+ so far.
* On April 18th from 12:00pm – 1:30pm the Arcadia Library hosted a workshop/discussion on book censorship. Barb reported that thankfully we have not encountered any of these incidents yet.
* Jackson County Read went well. Barb & 5 others from Taylor went to the Lunda Center to see & hear Sue Berg on April 9th and she was very good; Barb went to the Strum Library to hear & see a local Amish author, Laurie Schwarts, on April 18th. She lives near Northfield and will come to give a presentation anytime, so Barb may have her come to Taylor; and Barb went to the Eleva-Strum High School to see and hear author William Kent Krueger on May 8th. He was down to earth and inspiring.
* Summer hours begin on June 1st. June is Dairy month and ice cream coupons will be given out again.
* Summer activities will begin when school is out. Summer school will be held on Wednesdays & Thursdays for six weeks; June 12th-July 25th. We will be co-hosting a summer activity with the Blair Library.
* Winding Rivers is sponsoring a Passport Challenge from June 1st through Sept 1st. Come to the Taylor Library and check out a book or DVD to get your passport. Then you can go to other area libraries in the Winding Rivers Library System and receive a stamp. Prizes will be awarded to those with the most stamps.
* Barb continues to get new books for all ages. Currently purchased 10 “large” print books, that are pretty good.
* Barb will be attending a seminar in West Salem on Thursday May 16th. Library will open at 1:00 – 1:30pm.
* Have been handing out surveys to see if any interest in a Book Club. Not much response yet.

**Attorney Radcliffe:**  None

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

* Northwoods Addition – Will work on consolidating the brush piles and then disc a couple of rounds around the piles to ensure it will be safe when burning.
* Walking Bridge – Reached out to S Kling for an update, but have not heard back.
* Gym Insulation Project – A Bush shared a sample of the insulation material that will be used. They are unable to find fasteners that are long enough to go from the insulation to the wall, so they will strip with 2x2 or 4x4 strips. The material is tongue & grove, so no spaces should be present and it will be installed vertically.
* Wastewater Permit Inspection – We are still working on some follow-up items. SEH will need to be contracted to assist with the ferric chloride reviewable project. T Weisman indicated that we have received their Agreement for Professional Services and it will cost the Village $8,700 which was not included in the budget. David Walter will be attending the June meeting, so prepare any questions that you may have for him.
* We are discharging now at the sewer ponds.
* Parks – Water has been turned on. A Bush asked J Beaman if he knew when the first game would be and if there were any other concerns. J Beaman indicated that he believes the first game will be this week and was wondering if anything could be done to eliminate the gophers & moles that are digging up the field. After several suggestions, A Bush will see what is available.
* We have been mowing and spraying weeds.
* Fire Hydrants will be flushed May 23rd through May 24th.
* A Bush indicated that potting soil has been purchased. B Hulett indicated that they will be working on the flowers this weekend.
* B&M Technical Services fixed the telemetry communication between well #1 & #2. A new modem needed to be installed.
* J Kniseley indicated that Jacobs Engineering is providing their services free of charge to assist with our materials inventory; lead pipe, etc. They will be here on June 13th to talk with current & past employees (J Kniseley & B Hulett).
* Struck & Irwin to start seal coating the end of May beginning of June. A Bush reported that he needs to talk to Greenleaf about getting a quote for black topping and patching on Pearl, Hanson, Highland & Pine. J Kniseley indicated that it would probably be late fall before they had a chance to work on this.

**Park & Rec:** J Beaman indicated that a new home plate is needed at the park field, they cost approximately $35.00. T Weisman will order one from Gopher Sports. Concessions sales are going well. Donations to BTYSA have been approximately $8,000 since inception. BTYSA will be working on their web-site and donation/fundraiser criteria, so that it is easier understand.

**Personnel** – T Halvorson, had surgery & will be off May 6th – May 19th. Ice cream & a card were delivered.

**Finance** – Sewer Special Redemption ,6-Month CD 5.10% APY, at Security Financial Bank matured on April 21st. We renewed to a 9-Month CD at 5.25% APY, maturing 1/21/25. Auditors have completed end of year 2023 journal entries needed and T Weisman has provided for all board members 2023 Actual to 2023 Budget and April 30th Actual to 2024 Budget data. As indicated at the April meeting, we need to schedule a Special Board meeting to review. After discussion, it was determined that the Special Board meeting will be held Tuesday May 28, 2024 at 5:00pm. T Weisman asked that all the board members take the data home for review, so that all questions can be addressed at the Special Meeting.

**Public Services** - None

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

* Board of Review Open Book has been scheduled for Wednesday May 15th 10:30am – 12:30pm and Board of Review meeting has been scheduled for Wednesday May 22nd 3:00pm – 5:00pm.
* As indicated at the April meeting, our utility software UBMax will no longer be supported and UBHub will be the replacement. There will be no changes to the Sensus Software that we use for automatic meter reading. We also mentioned the Citizens Portal a/k/a Front Desk that provides many features for the residents of Taylor. gWorks indicated that Front Desk typically has a minimum savings amount of $1,800. T Weisman shared an analysis of our current costs and future costs. Included in the cost analysis is gWorks Finance Hub, this will ultimately eliminate Intuit/Quickbooks. The cost analysis shows that we would save $64.00 annually if we go with UBHub, Front Desk and Finance Hub. The Finance Hub also integrates with UBHub allowing automatic postings of all utility billings and payments. T Weisman & S Rose indicated that they understand that there will be a time commitment up front, but in the long run felt that there would be a time savings for the office staff and save the Village some money. After discussion, **B Hulett made a motion to move forward with the update to UBHub, Front Desk and the Finance Hub; 2nd C Rose, 4 yes votes, motion carried.**
* Auditors still need to submit the TID 4 Annual Report due July 1st.
* S Rose reported that he has ran into issues with our SAMS.gov registration when he was trying to update the administration from W Bue to himself. It has been a process and finally we are making progress. Hope to report at the June board meeting that we are all set for federal fund disbursements.

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

**Approval of Bills to Pay:**  General Fund $5,409.39; Water $1,514.17; & Sewer $8,820.58**. 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, 4 yes votes, motion carried.**

**Unfinished Business:**

Jackson County UW Extension Committee Update – “Revitalization of Small Rural Communities Project” – T Weisman reported that she has reached out to Mr. Luter and Mr. Hart and waiting on responses.

Ordinance Violation Letters – J Kniseley reported that the Ordinance Committee verified who was still in violation of the ordinances. T Weisman reported that five (5) 2nd Notices and two (2) first time notices are ready to be mailed and per the ordinance they need to be mailed certified mail unless hand delivered. There are an additional five (5) 2nd notices to be written and mailed. New complaints continue to be received.

Black River Falls EMS Fees – J Kniseley reported that he received notification that an informational meeting has been scheduled for Thursday May 30, 2024 at 6:30pm. J Kniseley asked if another board member or employee would like to attend as a second set of ears, please let him know.

Jackson County’s 7 Rivers Alliance – T Weisman reported that we received a letter from Jackson County and their application/project was selected for implementation. Final details to follow. Kick-off timeline is estimated to be mid-summer.

Northwoods Addition Clean-Up & Marketing Strategy – J Kniseley indicated once clean-up is completed (see maintenance report above) we need to focus on a marketing strategy.

Building Permit Issuance & General Engineering Corp (GEC) State Delegation – T Weisman reported that a lot has happened since the last meeting. Even though we accepted the Fee Schedule that included alterations & commercial projects, GEC cannot perform commercial inspections for the Village because we have not been delegated by the State of WI. GEC has provided the Village with a completed application and a copy of the Building Permit & Inspection ordinance that is “state” approved. The ordinance has been reviewed by Attorney Radcliffe. T Weisman indicated that in the draft of the ordinance fencing is not included as an item to require a building permit. There are setback requirements and if they do not need a Building Permit how would this information be communicated to the home owner? After discussion, fences will be added as requiring a Building Permit that will be issued by the Village of Taylor. We would also like to have that all accessory structures require a building permit, so setbacks, etc. can be communicated to the home owner. GEC also indicated that there will need to be a few changes to our contract.

Lake Henry Restoration Project – List of Donors over $500 was shared. After discussion, it was determined that we would not be donating at this time.

**New Business:**

Jackson County Fair Donation Request – After discussion, it was determined that we would not be donating again this year.

Celebration of Life P Wisniewski – J Kniseley indicated that this will be held at the Taylor Rod & Gun Club on Saturday May 18, 2024 at 11:00am. B Hulett and himself will be making a presentation of the plaque for Pauly’s years of service.

Table/Chair Rental – S Rose indicated that he received a phone call inquiring about the rental of our tables & chairs that are used in the Community Center. Due to logistics and additional expenses that may occur, **B Hulett made a motion that the Village of Taylor will not allow the rental of the tables & chairs used in the Community Center, 2nd C Rose, 4 yes votes, motion carried.**

Provisional/New Operator’s License – Michaela Leffingwell, P-Nut Gallery. Background check confirmed. **B Hulett made a motion to grant M Leffingwell Provisional/New Operator’s License, 2nd J Beaman, 4 yes votes, motion carried.**

Picnic License Taylor FFA Alumni May 26th & May 27th – This is for the Horse & Tractor Pulls being held. **C Rose made a motion to grant the Picnic License to Taylor FFA Alumni for May 26th & May 27th, 2nd B Hulett, 4 yes votes, motion carried**.

Provisional Operator’s License – Shadow Roseth, Squirrelz Nest. Back ground check confirmed. Server License Training was back in May 2020, so unable to issue Operator’s License until class has been retaken. S Rose has notified Ms Roseth of this requirement. **C Rose made a motion to issue Shadow Roseth a Provisional Operator’s License only, 2nd B Hulett, 4 yes votes, motion carried.**

Adjourn **- B Hulett made a motion to adjourn at 6:45pm, 2nd C Rose, 4 yes votes, motion carried.**

Respectfully Submitted,

Tammy Weisman

Clerk/Treasurer

May 15, 2024