**Regular Board**

**September 9, 2024, 2024**

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

**Pledge of Allegiance**

**Present:** Joe Kniseley, Justin Beaman, Bob Hulett, Steve Roseth, Adam Bush, Shane Rose, and Tammy Weisman

**Absent:** Sheryl Narva, Cathy Rose & Julie White

**Visitors:** None

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

**Visitor Business:** None

**Attorney Radcliffe** - None

**Officers Report** – August Patrol log was provided and no questions were presented to forward on to Sergeant Mazur.

**Barb Brueggen-Library Director:** Barb Brueggen reported the following**:**

* Winter hours have started.
* Winding Rivers Library System (WRLS) software upgrade is going well. Limited services for the next ten (10) days. Completion is scheduled for September 18th.
* The Passport Challenge through WRLS has ended. We had many people from different towns come through. It was fun to meet the new people and they all liked our library.
* Arabelle is done for the year and she did a good job!
* Wednesday, September 11th, WRLS drivers will be here to carpet clean in the library. I will meet them at 7:00am. They will also be taking some of the old books that we have.
* Two (2) new bookshelves were purchased for the library with donations from Roger Kaufman and the Risberg family. Stop in & see the new additions.
* Barb indicated that she applied for a grant from Rob-See-Co in the amount of $800 for large print books. We should know by the end of October if the grant is awarded to the library.
* Barb reported that Tammy and she are working on the bulletin boards. A second bulletin board was found and will be hung up soon.
* Next library board meeting is Monday, September 30th. Kristen from WRLS will be here on Monday October 7th for trustee training. We will discuss my role at the library, at this time. The Blair library is getting a new Director. I am hoping that we will be able to work with them.
* Our next event will be Halloween. Nancy Waller & I will be finalizing details soon. We will also plan something again for Christmas.
* Thank you to the village staff for helping me out when needed. It is greatly appreciated!
* September is “Get Your Library Card” month.
* Any questions or concerns, please stop in and talk with me.

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

* Wastewater Treatment Facility WPDES Permit Application – The Multi-Discharge Variation application was reviewed by the DNR and we are no longer eligible for the Multi-Discharge Variation. The next step is to complete an Individual Phosphorous Variance (IPV) Application. J Kniseley indicated that this may be a good alternative for the village. Information was forwarded to SEH and a conference call was held last week with SEH. SEH will see if any necessary updates can be included with the current sewer main project.
* Iron Filter & Media Inspection – We are still waiting on the correct size gaskets, however everything looked clean and we can continue with backwash every 7-10 days. Report will be sent directly to the DNR and we will also receive a copy.
* Emergency Siren Repair – A Bush reported that we are still not communicating with Jackson County. Emergency Communication Systems was here and at this time we are unable to identify our A&B tones. The code they had in 2006 no longer works. A Bush indicated that he will be reaching out to Chris Burnett & Sam Kling at Taylor Fire & EMS, Jody Stoker at Black River Falls Fire Dept and Duane Waldera to see if they have any information that might help with this issue.
* A Bush received a verbal quote in the amount of $1,000 from Diamond Lumber for replacement of Northeast door and frame at the Pearl St gym. T Weisman reported that we still have funds available in the 2024 Budget. After discussion, **motion was made by J Beaman to go ahead with the Northeast door replacement at the Pearl St gym; 2nd S Roseth; 4 yes votes; motion carried**.
* A Bush reported that he ordered the 75-gallon Fuel Tank Toolbox Combo and it should be arriving tomorrow September 10th.
* Clean-Up Days have been scheduled for Monday, October 7th through Saturday October 12th.
* Dead Trees – J Kniseley reported that there are several tall/big trees that are dead throughout the village and are a safety issue/concern. Depending on the location of these tree, they maybe in the village right-of-way. B Hulett indicated that there are some survey markers available to assist with location. After discussion, it was determined that additional information is required before any action can be taken.

**Park & Rec:** J Beaman reported that he is currently working on getting pricing for batting cages and is working with Greanleaf regarding a concrete base, so turf grass can be laid down lowering maintenance costs. Next step is to work with A Bush to measure area and to see what type of power is available. Donations, concession stands & tournament fees have been doing very well.

**Personnel** – Employee Classification. J Kniseley reported that T Halverson asked about holiday pay. Currently T Halverson is classified as a “As Needed Employee” and holiday pay & paid leave time (PLT) is not included. T Halverson has been averaging 25+ hours per week putting him in the category of “Part-time Employee”. This category includes holiday & vacation pay. The other issue is if T Halverson continues at 25+ hours to week, he must participate in the Wisconsin Retirement System (WRS). After discussion, **motion was made by B Hulett to change T Halverson’s employee category to “Part-time Employee” retroactive to September 1, 2024 with average hours at 23 hours per week; 2nd S Roseth; 4 yes votes; motion carried**.

J Knisely indicated that work will beginning soon on the 2025 Budget, so we need to schedule a Personnel Committee meeting. After discussion, T Weisman will send out an email to all board members with the dates of Monday September 23rd or September 30th at 5:00pm and reply with which date works best for them. All employees will be invited to attend this meeting; however, they can present any issues or concerns they may have in writing if unable to attend this meeting.

**Finance** – T Weisman reported progress is being made on the long outstanding checks & deposits. I have been able to determine that some are duplicate entries & need to be corrected. I will be reaching out to Bauman & Associates to confirm the journal entries needed.

**Public Services** - None

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

* UBHub Software Update – All questionnaires have been returned. Currently working on the information needed for the Finance HUB. They use fund accounting, which is different then how Quickbooks is set-up. T Weisman indicated that she has never worked with fund accounting, so there will be a learning curve.
* Public Service Commission (PSC) – Conventional Rate Case – T Weisman reported that the application was submitted on September 4, 2024. Once reviewed & comments received by the PSC, it will be presented to the board.
* TID 4 Audit – The auditors will be on-site Monday September 23, 2024. I have been working on finding the invoices requested from 2007 – 2020 and have been able to find about half. I have also found all but one year of the Statement of Taxes from 1999-2023.
* Newsletter – The Fall/Winter Newsletter will be published at least one week before Clean-Up Days in October. Due to the data needed for the gWorks software conversion, T Weisman has asked that S Rose take the lead on preparing this newsletter publication.

**Treasurer’s Report:** The Treasurer’s Report was provided to the board. **J Beaman made a motion to approve the Treasurer’s Report as presented, 2nd B Hulett, 4 yes votes, motion carried.**

**Approval of Bills to Pay:**  General Fund $9,511.45 & Water $9,126.30 and Sewer $7,957.75.  **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 S Roseth, 4 yes votes, motion carried.**

**Unfinished Business:**

Jackson County UW Extension Committee Update – T Weisman reported that Gavin Luter from UW Extension has reached out regarding a marketing plan for the Village of Taylor. Mr Luter indicated that he has a marketing class that is interested in a project for the Village of Taylor and that Professor Doug McLeod has agreed to take on the Village of Taylor marketing campaign to boost civic pride in the village. Prof McLeod is a faculty member of Journalism & Communications who teaches a course called “Creative Campaign Message.” Professor McLeod has sent a list of the responsibilities required of the Village of Taylor. T Weisman indicated that it may be beneficial if the Planning Commission Committee would become involved in this project, since it consists of both board members and members of the community. A virtual meeting has been scheduled for Wednesday September 18, 2024 to make sure that we are all on the same page about the project and what the expectations will be. The students have been tentatively scheduled to visit Taylor on Tuesday October 22, 2024.

Black River Falls EMS Fees – J Kniseley reported that he had a meeting with Tri-County Ambulance Service and they can take on the Village of Taylor for transport services. Typically, transport will be to Whitehall, however a different decision may be made by staff and/or patient to transport to another hospital/medical center. Currently there is no cost to the village. J Beaman inquired if an informational meeting should be held for our residents since this is for emergency services. After discussion, an informational meeting will be held before the October board meeting. T Weisman indicated that she will inquire to what the requirements are to hold an informational meeting, so the correct notices are posted.

Jackson County’s 7 Rivers Alliance – T Weisman reported there has been no correspondence since the meeting on August 6th was held.

Northwoods Addition Clean-Up & Marketing Strategy – J Kniseley reported that the For Sale is up, however no inquires have been received.

Building Permit Issuance & General Engineering Corp (GEC) State Delegation – T Weisman reported that they postponed the receipt of our updated contract to the week of September 16th.

Ordinance Chapter 6 section 6-2-11 – J Kniseley reported that he and A Bush met with Noah of the Amish Community on Wednesday August 14th regarding horse manure within the village. Although there was some resistance, it has been better. B Hulett reported that he has seen clean-up happening when necessary.

**New Business:**

Broadband Forward Community – J Kniseley reported that we received an email from Jackson County if our board has discussed what it would take to become a Broadband Forward community. “Broadband Forward is a voluntary program for local units of government to signal that the political subdivision has taken steps to reduce obstacles to broadband infrastructure investment.” We would need to create an ordinance and apply for certification. After review of the application by the Public Service Commission, PSC staff will reach out with more information on next steps needed.

Christmas Lighting at Veterans Park – J Kniseley indicated as discussed previously, Xcel Energy has grant money available that we can apply for so that service can be installed at Veterans Park allowing for additional Christmas lighting. Christmas is rapidly approaching, so we should present our request to Xcel soon. Before the next board meeting, we should obtain quote(s) and create an itemized list that can be presented to Xcel. B Hulett indicated that the Hammond Brothers are currently doing work at the Rod & Gun Club, so they will be in the area. Keep in mind that we are decorating a Veterans Park, so when planning it should be tasteful in design. J Kniseley, B Hulett, and S Roseth will meet at the Veterans Park tomorrow to look at options for electrical service.

Picnic License Taylor Fire & Rescue/Fireman’s Dance Saturday October 5, 2024 & Bartender Team **– Motion by B Hulett to grant the Picnic License to Taylor Fire & Rescue for Fireman’s Dance on Saturday October 5th; 2nd S Roseth; 4 yes votes; motion carried.**

J Kniseley indicated that he was asked if the village board would be interested in putting together a “bartender team” to volunteer at the Fireman’s Dance from 3:00pm – 6:00pm. J Kniseley said that he would be able to be part this team and A Bush has also volunteered. J Beaman & S Roseth volunteered to also be part of this team. J Kniseley felt that 4 individuals should be adequate.

**Adjourn – J Beaman made a motion to adjourn at 6:43pm, 2nd B Hulett, 4 yes votes, motion carried.**

Respectfully Submitted,

Tammy Weisman

Clerk/Treasurer

September 11, 2024