



SUAMICO VILLAGE BOARD MEETING MINUTES
Municipal Services Center, 12781 Velp Avenue, Suamico WI
MONDAY, January 20, 2020 @ 6 PM

VILLAGE BOARD MEMBERS

President: Laura Nelson

Trustees: Steve Andrews, Michelle Eckert, Dan Roddan, Mike Schneider, Sky VanRossum, Jason Ward

In accordance with WI State Statutes, this meeting agenda was posted at the Municipal Services Center, Fire Stations 1 & 2, the Village of Suamico Web Site and the Suamico Post Office.

1) CALL MEETING TO ORDER

The meeting was called to order by President Nelson at 6:00 PM.

Board members present: President Nelson, Trustee Andrews, Trustee Eckert, Trustee Schneider, Trustee Ward and Trustee VanRossum. Trustee Roddan, excused.

Staff present: Alex Kaker, Administrator; Andy Smits, DPW Director; Steve Dunks, Zoning Administrator/BI; Jessica Legois, Director of Administrative Services; Leah Hackmaster, Recreation Director; Troy Noe, Acting Fire Chief and Bonnie Swan, Village Clerk.

2) APPROVE AGENDA

(Note: Approval of the agenda does not prohibit items being taken out of order via motion)

Motion by Schneider to approve the agenda as presented, second by Ward, motion carried 6-0.

3) PLEDGE OF ALLEGIANCE

4) PUBLIC APPEARANCES

Any resident wishing to speak regarding any agenda item or to address the board for any matter not on the agenda should come forward at this time.

No one spoke.

5) CONSENT AGENDA

- a) Previous Minutes of the Village Board: January 6, 2020
- b) Licenses as recommended by Officers Kowalkowski, Pisani and Raska:
 - i) Operator approvals: Cathleen Marie Graber and Victoria Grace Weseloh
 - ii) Operator denials:
 - iii) Picnic Licenses:
- c) Recreation Report
- d) Treasurer's Report
- e) Animal Control Report for November 2019
- f) Fire Department Report

Discussions on Park & Recreation Report on the painting classes, low interest; occasions where Park & Recreation will be on display at different events within the community. Motion by VanRossum to approve the consent agenda as presented, second by Andrews, motion carried 6-0.

6) ADMINISTRATIVE ITEMS

a) County Rescue Lease and Service Agreement

Staff Report:

County rescue is agreeable to an ambulance service agreement and lease agreement contingent upon the village constructing a finished second floor living space in the anticipated new fire station.

- Approximately a 15 year (April 1, 2021 – December 31, 2035) Ambulance Service Agreement to provide EMS for the Village of Suamico at \$70,000/year. This is the same rate the Village is contracted to pay County Rescue in 2020.
- Approximately a 15 year (April 1, 2021 – December 31, 2035) Lease Agreement that will allow County Rescue to utilize designated areas of the anticipated new fire station. County Rescue will pay the Village \$35,000/year, pro-rated.

Finishing the second story rather than leaving it as a shell is currently estimated to cost an additional \$450,000. Assuming the Village leases the second floor to County Rescue at \$35,000 year, the Village will recover that cost in approximately 13 years. However, this does not account for utility costs (HVAC, electric, etc.) and depreciation of the second floor during those 13 years. Another consideration is if County Rescue sells their current property on CTH B to a taxable entity, the Village will receive approximately \$4,200/year in property tax based on an assessed value of \$900,000 that the Village was otherwise not receiving.

Discussions:

- Cost of utilities
- Trustee Eckert would like to wait on this until the building costs are in before approving these agreements.
- If the second story is not built, these agreements will become invalid.

Motion by Schneider to approve the Ambulance Service Agreement between the Village of Suamico and County Rescue Services, Inc. dated January 20, 2020, second by Andrews motion carried 5-1, nay by Nelson.

Motion by Schneider to approve the Lease Agreement between the Village of Suamico and County Rescue Services, Inc. dated January 20, 2020 as presented, second by Andrews, motion carried 4-2, nay by Nelson and Eckert.

- b) Ordinance 2020-01 an Ordinance Repealing 11.111 Sending Obscene or Sexually Explicit Electronic Messages and Replacing with 11.111 Sexting by Minors Prohibited, second reading

Staff Report:

Minors transmitting to other minors, inappropriate messages of a sexual nature is becoming a more common occurrence.

Village of Suamico Ordinance currently has Ordinance 11.111 which adopts WI State Statute 944.25 “Sending Obscene or Sexually Explicit Electronic Messages”. This Statute refers specifically to “Electronic Mail” (E-Mail) and would not include text messages or any other social media communication.

Any sexting type incidents would be referred to Juvenile Authorities for a criminal charge for which there really is no applicable Statute. Having an Ordinance prohibiting sexting by minors would give Officers the ability to issue a Citation and have the Juvenile appear in Municipal Court to address the issue. This is the second reading.

Motion by Schneider to approve Ordinance 2020-01 an Ordinance to repeal Ordinance 11.111 Sending Obscene or Sexually Explicit Electronic Messages and Replace with 11.111 Sexting by Minors Prohibited, second by Andrews,

Roll Call Vote:

Andrews	Aye
Eckert	Aye
Ward	Aye
Nelson	Aye
Roddan	Absent
Schneider	Aye
VanRossum	Aye

Motion carried 6-0.

c) Strategic Plan Survey

Staff Report:

One of the first steps to updating our Strategic Plan starts with gathering input from stakeholders/residents. The questions posed in the draft survey were inspired from a combination of the questions asked in the last Resident Strategic Plan survey sent to residents in 2011, the 2016 Comprehensive Plan recommendations, the 2013 Strategic Plan objectives, Village staff input, and questions posed in other community’s strategic plans.

Once the survey is acceptable to the Board, the next step is to confirm how we want to disseminate the news that we are seeking input from the community. Free publicizing options available to us now include: Village website, Facebook, Twitter, Instagram, local newspaper, and the marquee on Velp Ave. We also have the option to mail a letter or postcard to every residence. The postcard option would be the cheapest option of the two and cost approximately \$1,500 to mail to the 4,872 addresses we have on file. This could be funded using monies budgeted in the General Fund. The survey will be available to be completed on our website and at the MSC. Staff suggests the survey remain open for responses for two months after the survey is publicized.

A strategic plan survey focused on businesses is currently being developed and will be presented to the Board later this quarter.

Motion by VanRossum to direct staff to promote the Resident Strategic Plan survey as presented with modifications discussed utilizing all free publicizing tools available and mailing postcards to all residents, second by Schneider, motion carried 6-0.

d) Fire Chief Recruitment Update

The Fire Commission, Fire Department personnel, and Village Board members attended a meet and greet with the two fire chief finalists on Thursday, January 9th. The following day involved a technical panel interview, emotional intelligence test, a written exercise, and an interview with the fire commission. After the interview process concluded, the Fire Commission deliberated and unanimously selected Joe Bertler as their top candidate. Pending a successful background check, drug screening, physical and a signed employment agreement, the Fire Commission officially appointed Mr. Bertler as the new fire chief on Monday, January 20th prior to the village board meeting with an effective/start date of February 3, 2020.

7) PW & UTILITY ITEMS

a) 2020 Road Construction

Staff Report:

Board members were given a copy of the 2019 PASER rating sheets for all of those roadways rated 4 or less for review. Staff uses PASER, which is required by the state to track data and performance of all our roads, to make decisions on road condition. PASER reports on our roads are completed every other year and reported to the state, along with any new roads added from development.

In budget discussions, \$660,000 was approved for roadway improvements in 2020. Using this number as well as the ratings and past discussions staff has prepared a list of roads recommended for consideration in the 2020 capital project.

Motion by VanRossum to move forward with the roads recommended below, second by Ward, motion carried 6-0.

Brook Hills Drive	138,000
Brook Hills Court	37,000
Brook Hills Place	24,000
Popplewood Court	40,000
Dogwood Court	8,000
Hidden Lake Lane	155,000
Wandering Court	63,000
Parkland Way	50,100
Stream Road	42,000
Woodland Meadows Court	13,000
Woodington Way	84,000
Total	654,100
Budget Amount	660,000

b) Right-of-Way Permits

i) Resolution 20003 A Resolution Revising Fees for Village Services, Permits, & Property Use for 2020

Staff Report:

We have updated the permits to include all legal information and Village requirements for working within the right of way. This new format should be a little more clear and easier for contractors to complete. There really is no change in fees for specific permits. The biggest difference is we are moving to charging for lengths of projects rather than one lump sum. This format of permit is very similar to most neighboring communities so the uniformity of it for contractors also makes it more fluent to process. We have also added a road closer permit for contractors to complete if they need to close the roadway for construction.

Motion by Schneider to approve Resolution 20003 a Resolution Revising Fees for Village Services, Permits, & Property Use for 2020, the new permit style and format for Village staff to implement, second by Andrews, motion carried 6-0.

8) DISCUSSION ON FUTURE AGENDA ITEM(S)

9) MEETING ADJOURNMENT

Motion by Schneider to adjourn at 7:08 PM, second by Ward, motion carried 6-0.

Bonnie L. Swan, Village Clerk