



SUAMICO VILLAGE BOARD MEETING MINUTES  
Municipal Services Center, 12781 Velp Avenue, Suamico WI  
**MONDAY, November 4, 2019 @ 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 Roddan, Trustee Schneider, Trustee Ward and Trustee VanRossum.

Staff present: Alex Kaker, Administrator; Andy Smits, Director of PW; 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 Roddan to approve the agenda as presented, second by Schneider, motion carried 7-0.

**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.

**5) CONSENT AGENDA**

a) Previous Minutes of the Village Board: October 21, 2019

b) Licenses as recommended by Officers Kowalkowski, Pisani and Raska:

i) Operator approvals: Timothy J Wagner

ii) Operator denials: Joseph K Phillips

iii) Picnic Licenses: Bay Port FFA Alumni and Supporters, Winter Porch Planter/Holiday Gnome Workshops, 12/3-12/12, 2019

c) Moody's Report 2019

Motion by Schneider to approve the consent agenda as presented, second by Eckert, motion carried 7-0.

## 6) ADMINISTRATIVE ITEMS

### a) Resolution 19013 a Resolution Requesting to Rename the Suamico Boat Launch

#### Staff Report:

Neil La Fave's daughter (Nicki) was in attendance Monday night to speak about the request to change the name of the Suamico Boat Launch. The boat launch is owned and operated by Brown County, so the resolution before us tonight is non-binding and will not require any financial contribution on behalf of the Village.

Motion by Roddan to open the floor, second by Ward, motion carried 7-0.

Those that spoke in favor of this renaming of the (Suamico) Brown County Boat Launch located in the Village of Suamico:

- Nicki DeGreef, daughter of Neil LaFave
- Darrin Kuehn, WI Department of Natural Resources. Darrin also presented a letter written by Todd Schaller, Chief Conservation Warden for the DNR in support.
- Tom Lund, Brown County Representative, District 25

Motion by Schneider to close the public comment section, second by Andrews, motion carried 7-0.

Motion by Schneider to approve Resolution 19013 a Resolution Requesting to Rename the Suamico Boat Launch to LaFaves Landing in honor of Neil L. La Fave, second by Andrews, motion carried 7-0.

The family of Neil LaFave thanked all that came to support this resolution.  
A 5-minute recess was taken at this time.

### b) New Fire Station Conceptual Design

#### Staff Report:

Five Bugles Design and Zeise Construction was in attendance to present "Conceptual Design D" and subsequent cost estimate to the Village Board. Conceptual Design D includes a base total of 20,885 square feet with a cost estimate for construction of \$5,021,309.

#### Discussion points:

- PowerPoint of the architectural design and schedule
- Reduction of square footage
- Long range planning, planning for future expansion
- Costing more than when we first started, spending too much
- Eliminate the second floor or keep it which could house County Rescue as a long term tenant paying rent

Motion by VanRossum to authorize Five Bugles Design to proceed with design development for the new Fire Station using Conceptual Design D, second by Ward, motion carried 6-1, nay by Eckert (not for EMS in this building).

c) Updated Job Description for Full Time Fire Chief

Staff Report:

Chapter 4.03 of the Village Code requires the Village Board to adopt any amendments of the Fire Chief job description. With the transition from a part-time to full-time Fire Chief the Fire Commission with consultation from Public Administration Associates, LLC has amended the job description to include their desired qualifications and job responsibilities. The main amendment acknowledges the full-time Fire Chief will also act as the Emergency Management Director for the Village. A role currently provided by DEO II, Kowalkowski who is agreeable to the change.

The Fire Commission recommends the approval of the job description included in your packet (amended 10/28/19). If the Village Board adopts the job description on Monday, November 4<sup>th</sup> the position will be advertised starting Tuesday, November 5 through November 27<sup>th</sup>.

Motion by Roddan to approve the full-time Fire Chief Job Description last amended by the Fire Commission on October 28, 2019, second by Schneider, motion carried 7-0.

d) Creation of a Joint Municipal Court between the Village of Suamico, the Town of Chase and the Town of Little Suamico

i) Ordinance 2019-10 an Ordinance Creating a Joint Municipal Court, 2<sup>nd</sup> reading

Discussion point:

- Future judge could be from the Village of Suamico, the Town of Chase or the Town of Little Suamico

Motion by Roddan to approve Ordinance 2019-10 an ordinance creating a joint municipal court, second by VanRossum,

Roll Call Vote:

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

Motion carried 6-1.

ii) Resolution 19014 a Resolution Authorizing and Approving Joint Municipal Court Agreement with the Town of Chase and the Town of Little Suamico

Motion by Roddan to approve Resolution 19014 a resolution authorizing and approving the Joint Municipal Court Agreement with the Town of Chase and the Town of Little Suamico, as presented, Roll Call Requested, second by Schneider, motion carried 7-0.

Roll Call Vote:

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

Motion carried 6-1.

**7) UTILITY & PUBLIC WORKS ITEMS**

a) Salt Shed Update

- i) Resolution 19015, a Resolution Authorizing the Allocation of the Village of Suamico's Stadium District Dollars for Economic Development Purposes

Staff Report:

The Village Board authorized staff this summer to bid on an additional 800 ton salt storage shed. The preliminary cost estimate was \$235,000. We received six bids with the lowest responsible bidder being Alliance Construction and Design (Wrightstown, WI) at \$253,035. Including engineering costs the project is now expected to cost \$264,435.

Utilizing \$183,890 from the land sale to Ken's Sports earlier this year, an additional \$80,545 is requested from Stadium District Fund to support the project. Should the Village Board authorize this amount to be used from the Stadium District Fund the unassigned balance would be reduced to \$128,299.58.

Motion by Roddan to approve the Salt Storage Shed bid from Alliance Construction and Design at a cost not-to-exceed \$253,035, second by Ward, motion carried 7-0.

Motion by Roddan to approve Resolution 19015, a Resolution authorizing the allocation of the Village of Suamico's Stadium District Dollars for economic development purposes as presented, second by Schneider,

Roll Call Vote:

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

Motion carried 7-0

**8) DISCUSSION ON FUTURE AGENDA ITEM(S)**

**9) CLOSED SESSION**

19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

a) Negotiations to Purchase SU-731-1 & SU-728-1-A

b) RC Mowers Developers Agreement

Motion by Ward to move into closed session per 19.85(1)(e) and 19.85(1)(c) to discuss the items above and to include the following staff members; Kaker, Legois, Smits, Dunks and Swan, second by Schneider

Roll Call Vote:

Andrews                      Aye

Eckert                        Aye

Ward                         Aye

Nelson                      Aye

Roddan                     Aye

Schneider                 Aye

VanRossum                Aye

Motion carried 7-0.

#### **10) RETURN TO OPEN SESSION**

Motion by Roddan to return to open session, second by Schneider,

Roll Call Vote:

VanRossum                Aye

Schneider                 Aye

Roddan                     Aye

Nelson                      Aye

Ward                        Aye

Eckert                      Aye

Andrews                    Aye

Motion carried 7-0.

#### **11) POSSIBLE ACTION ON CLOSED SESSION ITEMS**

#### **12) MEETING ADJOURNMENT**

Motion by Schneider to adjourn at 7:15 PM, second by Andrews, motion carried 7-0.

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Bonnie Swan, Village Clerk