



SUAMICO VILLAGE BOARD MEETING MINUTES
Municipal Services Center, 12781 Velp Avenue, Suamico WI
MONDAY, December 16, 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 6:01 PM.

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

Staff present: Alex Kaker, Administrator; Steve Dunks, Zoning Administrator/BI; Jessica Legois, Director of Administrative Services; 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 Ward, 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.

Roddan: Resident called regarding regulating manure. Brown County Ag Services

5) CONSENT AGENDA

a) Previous Minutes of the Village Board: December 2, 2019

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

i) Operator approvals: Kayla M. Niquette

ii) Operator denials: James E. Steiner

iii) Picnic Licenses: None

c) Treasurer's Report

d) Recreation Report

e) Fire Department Report

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

6) ADMINISTRATIVE ITEMS

a) Fire Station Schematic Design/Five Bugles

Staff Report:

The schematic design dated December 13, 2019 includes a base total of 20,550 sq. ft. with a construction cost estimate of \$5,400,000. This is a reduction of 335 sq. ft. from the conceptual design, but an increase of \$378,691 from the conceptual design cost estimate.

The next stage of the project would be to move to the design development phase. The design development phase includes further detail on HVAC, plumbing, electrical, etc. Typically, the design development phase represents 60% completion of the design process and the Village Board will have another opportunity to review and approve the design development and associated cost estimate before we proceed to creating construction documents.

Discussion points:

- Heavier asphalt layer on both driveway locations
- Driveway width on West Deerfield, considering making it narrower
- Consider something other than brick and stone for all or part of the outside exterior of the building
- Cost difference and longevity of the materials
- Roof design of tower
- Wants vs. needs
- Breakdown of materials with costs
- Build the elevator shaft with the option of putting in the elevator at the initial build or wait and do it later
- Leave the second floor as a shell until a later time if EMS does not lease
- Pros and Cons of cuts, need to make the right decision

Motion by VanRossum to authorize Five Bugles Design to proceed with a design development package for the new Fire Station using the schematic design package dated December 13, 2019 to include moving forward with the review of the elevations using the design package A and using more diverse materials as discussed, second by Schneider, motion carried 6-1, nay by Eckert (not in favor of going any further without more numbers).

b) Wetland Mitigation Update

Staff Report: Evergreen Consulting

- Passed out 2 maps:
 - Oussumigong Mitigation Bank Post-Construction Habitat Map
 - Oussumigong Mitigation Bank Stream Corridor with Floodplain Forest; and
 - Compensation Goals and Objectives
- State passed a Wetland Mitigation Law
 - Expedites the increase of the credit release schedule
 - Caps how much you can charge per credit

- You cannot charge more than 150% of in lieu fee.
 - We may be eligible to get \$91,500 to \$92,000 per credit if we are the only one that has credits available in the Northwest Lake Michigan Basin
 - Stream Credits and/or Wetland Credits
 - Stream credits are new and currently done in Minnesota
 - If Stream credits do not work out they will be turned back into wetland credits
 - Is this costing the Village more money and is it holding us up?
 - It could cost more (reasonable costs) and it is not holding us up at this time but it could increase dollars from stream credits, higher value credits
- c) Recognition for Randy Christopherson for 11 years on the Fire Commission
Staff Report:
 We would like to recognize Randy for his 11 years of service on the Fire Commission. Move this item to a future meeting.

- d) Animal Fancier License Application
 i) James and Paulette Doperalski, 4046 Kathleen Court

Staff Report:

James and Paulette Doperalski, 4046 Kathleen Court in Suamico have applied for an Animal Fancier License to keep 5 dogs for personal purposes at their residence. According to chapter 5.09 of our Municipal Code, this license is required on an annual basis for the keeping of four to ten dogs and required Village Board approval.

This went to the Public Health & Safety Committee on Tuesday, December 10, 2019 and the committee is recommending approval of the license. Monica Hoff, Village Humane Officer, and Trustee Roddan were in attendance at the Health & Safety meeting

Paulette Doperalski, 4046 Kathleen Court: After the Health & Safety meeting they had conversations.

Motion by Roddan to approve the Animal Fancier Permit for James and Paulette Doperalski, 4046 Kathleen Court in Suamico with the condition that they license all of their dogs, second by Ward, motion carried 7-0.

- e) Flood Mitigation Acquisition Grants

Staff Report:

Due to record precipitation levels over the last five years we have seen an increase of flooding along roadways and properties adjacent to the Bay. Water levels are not expected to recede anytime soon according to the US Army Corps of Engineers (a six-month forecast is included in your packet). Options for flooding mitigation are limited due to the geography of the area and there is no silver bullet to prevent flooding. Most roads along the bay are susceptible to water from multiple directions and all are located within a floodplain.

Discussions were held. Will look at these as they come up, on a case by case situation.

f) Contingency Fund Decisions

i) Presentation Equipment-Board Room

Staff Report:

It has been evident at public Village Board meetings that the projector screen is difficult, if not impossible to read the graphics from the audience.

Staff has received a quote from Faith Technologies for the Clickshare device and Camera Corner for the projectors. Our IT consultant believes there could be some adjustments to the Camera Corner quote, so \$17,000 is a safe estimate for the project. The lifespan of these projectors should be 12-15 years.

Motion by Roddan to approve the purchase of presentation equipment for the Board Room at a cost of not-to-exceed \$17,000 from the 2019 contingency fund, second by Schneider, motion carried 7-0.

ii) Historical Homestead Fencing

The village board has discussed placing a privacy fence on the Historical Homestead property to block out the older shed that sits on the property to the west. Staff has provided a few options for what we believe we can put up. There will be roughly 100' of fencing needed to block out the property to the west. At this time if the board selects an 8' height staff would have to build the panels by hand. We could not find any suppliers that offer 8' tall panels. This will make the project a little more time consuming and costly.

Wooden Style with opposite boards: \$1,500

Wooden Style with double full paneling: \$1,800

Vinyl Style: \$2,750

Staff has discussed this with Tim Rasmussen and he agreed to paint and maintain the wood style fence. He is very excited and grateful for the Village to put in up in the spring. We will work with him on exact placement.

Discussions were held.

Motion by Roddan to direct staff to build a wood Historical Homestead property fence with the approval of the Historical Society not to exceed \$3,000, second by Ward, motion carried 7-0.

g) Ordinance 2019-11 an ordinance Adopting the WI Municipal Records Schedule, second reading

Staff Report:

The WI Municipal Records Schedule is a general records schedule that can be used by WI municipalities for the administration and disposition of public records. This is an updated version of the old WI Municipal Records Manual. The layout has been updated to reflect other general records schedules in an effort to make it more user-friendly as we

discussed at our last meeting. It identifies a record as Waive or Notify when your record is out of retention.

Motion by Roddan to approve Ordinance 2019-11, an Ordinance Adopting the Wisconsin Municipal Records Schedule, second by Ward,

Roll Call Vote:

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

Motion carried 7-0.

h) Appointment of Poll Workers for 2020-2021

Staff has presented a list of poll works to work the 2020-2021 elections. They have been contacted and wish to work. We have received a list from the Democratic and Republican parties and they are included.

Motion by VanRossum to appoint the election inspectors as presented for the 2020-2021 election years, second by Roddan, motion carried 7-0.

7) DISCUSSION ON FUTURE AGENDA ITEM(S)

- Impact fees

Mike Sheedy presented a thank you card from the Boy Scouts that did a clean-up in the Suamico Cemetery this spring.

8) CLOSED SESSION

a) 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.

I) Potential Lease Agreement with County Rescue

b) 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

I) Administrator Evaluation

Motion by Schneider to move into closed session per 19.85(1)(e) and 19.85(1)(c) to discuss the items listed above and to include Kaker for both items and Legois and Swan for Potential Lease Agreement with County Rescue portion only, second by Andrews,

Roll Call Vote:

Andrews	Aye
Eckert	Aye
Ward	Aye
Nelson	Aye

