

## Kewaskum Village Board Meeting Minutes

March 16, 2020

7:00 PM

The Kewaskum Village Board, Washington County, Wisconsin met in regular session in the Council Room of the Municipal Building, 204 First Street, Kewaskum, WI.

President Scheunemann called the meeting to order at 7:00 p.m. Board members present were Richard Laubach, Sarah Severance, Dave Spenner, Jim Wright, Jim Hovland, Richard Knoebel and Kevin Scheunemann. Staff members present: Administrator Matt Heiser, DPW Working Foreman Dennis Aupperle, Police Chief Tom Bishop, Fire Chief Mark Groeschel, Treasurer Julie Hundertmark, Library Director Lori Kreis and Clerk Tammy Butz. Members from the community and the news media were also present.

Notice of the meeting had been posted at PNC Bank, Kewaskum Post Office and at the Municipal Building on Friday, March 13, 2020. Notice was also forwarded to the Village Board, Village Attorney and the news media.

Motion by Trustee Spenner to approve the March 2, 2020 meeting minutes, Trustee Hovland seconded, voice vote, motion carried.

### **KEWASKUM REMEMBERS 9/11 GROUP**

An update on the progress and fundraising was given to the Village Board. Work will continue this Spring, including completing the masonry, planting of birch and maple trees, plant lawn and work on the sidewalk and curb. The 9/11 Group requested approval to move ahead. President Scheunemann approved. DPW Working Foreman, Dennis Aupperle, will work with them on the sidewalk.

President Scheunemann mentioned the concept plan of potentially tearing down the Annex. The 9/11 group would like to be included in this process.

Discussion pertaining to an existing curb and the planned Highway 45 projects was had. Administrator Heiser will work with the WI DOT to clarify how this will affect the 9/11 Group's plan of installing a military corner.

Discussion on snow removal was had. The 9/11 Park will close at the same time as other parks in the Village. Care must be used in snow removal to ensure no damage is done. The 9/11 group will work with the Village on this.

The 9/11 Group has raised \$500,000, with hopes of raising \$200,000 + \$50,00 for maintenance by year-end. They are uncertain how COVID-19 will affect their fundraising.

The 9/11 Group is partnering with Moraine Park to install learning stations via a phone application. Trustee Spenner suggested Ethoplex for WIFI access.

### **REPORT OF DEPARTMENT HEADS**

Fire Chief Mark Groeschel provided the February Fire and EMS Report.

Police Chief Tom Bishop provided the February Report.

DPW Working Foreman Dennis Aupperle report highlights:

- Water reads were completed in March
- The DPW start street sweeping on Friday, March 13, 2020
- There were two water main breaks: 622 Highland and 1510 Brooklane

Administrator Matt Heiser report highlights:

- Highway 45 Public Informational Meeting - There was no presentation, instead the plan was laid out and questions were answered. Another meeting is forthcoming.
- Discussion on COVID-19:
  - Administrator Heiser expressed concern for our elderly poll workers due to COVID-19. We anticipate Absentee voting to be higher and increased traffic at the Municipal Building.
  - Fire Chief Mark Groeschel advised that the Sherriff's department is screening 911 calls for EMS. Symptoms will be relayed to the EMS. Additional training will be done on March 17<sup>th</sup>.
  - Police Chief Tom Bishop advised that officers will not be going inside homes where flu like symptoms are present.
  - Library Director Lori Kreis provided report on are Library's closing. As of 5 p.m. on March 17<sup>th</sup> the Kewaskum Library will be closed until April 13<sup>th</sup>. Her staff will continue to work.
  - Facility Rentals have been cancelled due to COVID-19, with requests for full refund.
  - Fire Chief Mark Groeschel stated that the Soup Sampler has been postponed.

Clerk/Deputy Treasurer Tammy Butz reported the time change for the Board of Review. It will be held on May 7<sup>th</sup> from 9 a.m. – 11 a.m.

Treasurer/Deputy Clerk Julie Hundertmark provided the Cash on Hand and Investments report for February.

Library Director Lori Kreis reported on Library activity. All programs are postponed through April 13, 2020.

#### **COMMITTEE REPORTS**

Administrative – The Administrative Committee met this evening. The committee discussed the payment of bills, where Trustee Spenner questioned why we have two memberships for the Chamber of Commerce. Administrator Heiser will follow up on this. Trustee Spenner motion to approve payment of bills, Sarah Severance approved. Voice vote, motion carried. In addition. a 2<sup>nd</sup> review of the Capital Improvement Plans was reviewed. This will be reviewed at the next Village Board Meeting.

Protection & Public Safety – no report

Public Works and Public Services – no report

Plan Commission – no report

Park & Recreation – no report

Library Board – Trustee Spenner stated that the Library Board met on March 9, 2020. The Board reviewed the plan from Zimmerman for building a new library. The Board did not come to a consensus on which option to approve. They approved the Adhoc Committee to speak on behalf of the Library Board.

Mid-Moraine – Trustee Hovland advised that this month’s meeting was cancelled, rescheduled for May.

**UNFINISHED BUSINESS**

Administrator Heiser presented Position Summaries for a part-time Administrative I and Administrative II position. The Administrative II position has more responsibilities. The positions will include pro-rated benefits for sick and vacation time, no insurance. Trustee Spenner motioned to approve, Trustee Wright seconded, voice vote, motion carried.

**NEW BUSINESS**

Administrator Heiser presented information on the Clean River Program. This was proposed last fall as an education program of MS4. Discussion was had of impact if cancellation is needed due to COVID-19. President Scheunemann suggested a mutual agreement to delay and to amend as such. Trustee Spenner motioned to approve, Trustee Wright seconded, voice vote, motion carried.

Nathan Scheel from Kewaskum Athletic Association requested approval of proposed improvements to Field 2 Diamond in Kiwanis Park. Trustee Hovland motioned to approve, Trustee Severance seconded, voice vote, motion carried.

President Scheunemann discussed creating a new Welcome Committee as the Chamber of Commerce has had issues with this program. The new committee would be funded on its own. President Scheunemann will have proposed members at next meeting. Recommendation made for a three-year term; starting with 3, 2, 1-year terms. Trustee Knoebel motioned to approve, Trustee Hovland seconded, voice vote, motion carried.

**PUBLIC COMMENTS** – no public comments

President Scheunemann motioned to adjourn to Closed Session at 7:50 p.m., seconded by Trustee Spenner pursuant to WI Statute §19.85(1)(e) to consider development agreement with Kilo Tango. The Village Board, Village Administrator and Village Clerk/Deputy Treasurer were present for the Closed Session. Motion carried by roll call vote: Hovland-aye, Wright-aye, Spenner-aye, Severance-aye, Knoebel-aye, Laubauch-aye, Scheunemann-aye. (7-0).

Closed session ended at 8:13 p.m.