

DENMARK VILLAGE BOARD
MONDAY, DECEMBER 11, 2023
4:30 P.M., DENMARK VILLAGE HALL, 100 NORTH WALL STREET

CALL TO ORDER

President Selner called the meeting to order at 4:30 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

- Present: Leah Goral, Deb Kralovetz, Michael Johnson, Vince Wertel, Jim Steffek, Mary Jo Bielinski, Susan Selner
- Officials Present: Clerk/Treasurer Sherri Konkol, Deputy Clerk/Treasurer Charlie Wanish, Director of Public Works Erika Thronson, Zoning Administrator Jeffrey Sanders via Zoom, DEO JJ Rusk

REMARKS/COMMENTS FROM THE VILLAGE PRESIDENT

President Selner welcomed all present. She recapped the rules of an open meeting and explained the only opportunity for the public to speak at the meeting is if they are a preregistered citizen or to discuss an agenda topic. Unless the rules of the meeting are suspended, the public cannot speak during the meeting.

PREREGISTERED CITIZENS TO BE HEARD

Andy DiMezza,191 Dworak Avenue, here to give an update on what the Hen Alliance is working on including vet care and disposal of dead chickens. DiMezza stated they are also working on a rough draft of a survey that will be sent to residents.

APPROVE CONSENT AGENDA, ALL ITEMS UNDER THE CONSENT AGENDA ARE CONSIDERED ROUTINE AND WILL BE ENACTED UPON BY ONE (1) MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THESE ITEMS UNLESS A TRUSTEE SO REQUESTS, IN WHICH EVENT THE ITEM WILL BE REMOVED AND PUT ON THE REGULAR AGENDA BY THE VILLAGE PRESIDENT

- Steffek/Wertel moved to approve as presented.**
- a. Approval of Village Board minutes and other committee minutes for preceding meetings**
 - i. Village Board Meeting November 13, 2023**
 - ii. Special Village Board Meeting, November 21, 2023**
 - b. Approve miscellaneous licenses and permits**
- Motion carried.**

BOARD APPROVAL OF MONTHLY DISBURSEMENTS

Goral/Kralovetz moved to approve the monthly disbursements as presented. Motion carried.

REPORT OF VILLAGE OFFICIALS

Sanders

- Plan Commission meeting next week, should finish up subdivision ordinance
- Waiting on Vercon site plan
- Waiting on site plan for Mobile Home Park
- First complaint of fugitive dust from United Co-op received
- Law passed that requires wedding barns to have liquor licenses

President Selner shared the plumbing, building and electrical inspectors submitted written reports

Thronson

- BMO update – the floor is done except for the vinyl base board. The vinyl has been ordered and will arrive around December 21. The contractor was responsible for the base board on the outside of the wall but offered a \$500 deduct on the project if Village staff would order and install. The Village had to order the inside baseboard, so we decided to accept the deduct and complete all the base board.
- The new Village Hall sign cost was less than the original \$20,000 estimate from the contractor. The Village will be receiving an \$11,723.00 credit on the project
- We are in the season of snow removal. As a reminder, property owners have 24 hours from the end of a snow event to clear their sidewalks. If it is not removed the Village removes it at the property owner's expense. By ordinance, the Village is not required to notify property owners to remove snow and ice

Wanish

- Doing demos with payment processing companies for credit card payments, will follow up at the next board meeting

Konkol

- Property tax bills have been mailed
- Workhorse and LandNav will be installed on a desk top computer at the drive through to take payments
- Received a call from an anonymous donor (would like to donate a laptop to the police department or the money to buy what they want)

Rusk

- Reminder of overnight parking, no parking on village streets 2 a.m. to 6 a.m.
- A fire truck was struck by a vehicle, it was a hit and run and the vehicle has not been identified
- There was a burglary in the Village, this incident is still being investigated
- Speed board was ordered
- Flock cameras were ordered
- Squad cars are getting updated to conform to new High Risk Vehicle Contact tactics
- There have been more ATVs on village streets and on the trail which is not allowed

Selner

- A lot of stuff going on year end – taking advantage of sales
- Was at a Chamber meeting and there was demo given by HeyGov on clerk minutes – they get a recording of the minutes, and generate minutes (long minutes, short minutes, can choose a voice) cost is \$100/ month or \$1000/year

BOARD DISCUSSION/ACTION ON PARK PLANNING

Selner explained she met with ISG and received a quote from them for a Veterans Park Master Plan for \$12,000-\$15,000, this would include 2-3 ISG staff in person over two full days of intense engagement. Selner shared they do something like a workshop where the visioning, public engagement, and design all happen in a two day session.

Discussion

- There are many firms that will do this for you
- Would the appropriate mechanism be to create an RFP or RFQ (***There is no requirement for an RFP***)
- Is this the only one we have (***Yes, went with a local firm, and would like to meet with them***)
- Makes sense to see if there are others
- MSA is a good firm
- Better to get more than 1 proposal
- Met with engineers that specialize in parks -there are so many things we could be doing and we do not have enough knowledge
- Doing an RFQ might be better for the Village
- We can limit the number we send out to 3 after getting back proposals

Steffek/Bielinski moved to have staff proceed with putting together an RFQ for park improvements and bring submittals back to the Park Committee to look at perspective. Motion carried.

BOARD DISCUSSION/ACTION ON POSSIBLE ROOM TAX **Item no longer needed – agenda amended**

BOARD DISCUSSION/ACTION ON MOVING DATE FOR THE VILLAGE HALL

December 28, 2023 will be the transition day for the Village Hall. The Village Hall will be open all day on Friday, December 29, 2023 for property tax collection

BOARD DISCUSSION/ACTION ON UNITED COOPERATIVE DUST ISSUES

- Never received a finalized plan from United Co-op
- In the plan they sent back they stated they would investigate within 24 hours of complaint
- They should have contacted the Village within 24 hours if complaint received
- Complainant stated they never had more dust on their roof than they had this year

BOARD DISCUSSION/ACTION ON ORDINANCE 2023-04, AMENDING CHAPTER 213, PEACE AND GOOD ORDER, §213-19(B)(C), CIGARETTES, NICOTINE PRODUCTW, TOBACCO PRODUCTS OR VAPOR PRODUCTS, OF THE CODE OF ORDINANCES FOR THE VILLAGE OF DENMARK CHANGING THE AGE FOR PURCHASING OR POSSESSING THESE PRODUCTS **Item no longer needed – agenda amended**

BOARD DISCUSSION/ACTION ON QUOTES FOR BLINDS AT THE NEW VILLAGE HALL

Selner explained they received 2 quotes, and they came back very close. Rebecca's Blinds out of Pulaski has free installation and 35% off quote is \$5235.27 and Budget Blinds quote came in at \$5273.93. Rebecca's Blinds seem to be better quality and can be in by the end of the year. **Kralovetz/Wertel moved to hire Rebecca's Blinds to hang blinds in the new Village Hall. Motion carried.**

BOARD DISCUSSION/ACTION RESOLUTION 16-2023, A RESOLUTION REGARDING NAME CHANGE OF MAIDEN LANE TO WELLNER WAY

Wertel/Bielinski moved to approve Resolution 16-2023 regarding the name change of Maiden Lane to Wellner Way. Motion carried.

BOARD DISCUSSION/ACTION ON APPROVAL OF ELECTION INSPECTORS FOR 2024-2025

Konkol explained election inspectors have to be approved by the board every two years. **Kralovetz/Goral moved to approve the election inspectors for 2024-2025. Motion carried.**

BOARD DISCUSSION/ACTION ON 2024 BUDGET FOR WATER UTILITY, SEWER UTILITY, STORMWATER UTILTIY

Wertel/Johnson moved to approve the 2024 Water, Sewer, and Stormwater Utility budgets for 2024. Motion carried.

BOARD DISCUSSION/ACTION ON THE PLAN COMMISSION'S RECOMMENDATION TO APPROVE AN APPLICATION OF A CERTIFIED SURVEY MAP TO DIVIDE TAX PARCEL NUMBER VD-2 LOCATED ON HIGHRIDGE AVENUE IN THE VILLAGE OF DENMARK, COMBINING THE NEWLY CREATED SOUTHERN PORTION WITH VD-2-1 WHILE THE VD-2 REMNANT IS RETAINED AS A STAND ALONE LOT

Sanders stated this was the result of a site plan for the school expansion, and there are no real issues, but there are some contingencies. Public Hearing will be before the January Board meeting. **Wertel/Johnson moved to approve the Plan Commission's recommendation to approve an application of a Certified Survey Map to divide tax parcel number VD-2 located on Highridge Avenue in the Village of Denmark, combining the newly created southern portion with VD-2-1 while the VD-2 remnant is retained as a stand alone lot. Motion carried.**

CLOSED SESSION

Wertel/Bielinski moved to convene into closed session pursuant to: Wis. Statute 19.85(1)(e), deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, as it relates to economic development whenever competitive bargaining reasons require a closed session

**Bielinski– aye, Goral – aye, Kralovetz – aye, Johnson – aye, Wertel – aye, Steffek – aye, Selner - aye.
Motion carried.**

**RECONVENE INTO OPEN SESSION UNDER WIS. STATUTE 19.85(2) TO TAKE POSSIBLE ACTION ON ITEM(S) IN
CLOSED SESSION**

Wertel/Steffek moved to reconvene into open session under Wis. Statute 19.85(2) to take possible action on item(s) in closed session. Motion carried.

No action taken.

ADJOURN

Kralovetz/Steffek moved to adjourn at 6:15 p.m. Motion carried.

Minutes submitted by Sherri Konkol, Village Clerk/Treasurer