VILLAGE OF FOOTVILLE MEETING NOTICE

SPECIAL BOARD MEETING

THURSDAY, OCTOBER 15, 2026

Meeting Minutes

The Special Board Meeting of the Village of Footville was called to order by Village President John Thomson at 6:05p.m. Board Members Present: (J. Thomson, S. Haberman, D. Harnack)
Absent: N. Conaway C. Hagmann, R. Nath, D. Wells.
Also Present: Robert Selck, John and Diane Pounder, Frank McKearn, Tyler Brooks.

J. Thomson attempted to contact David Wells, Roland Nath and Nichole Conaway to see if they are available to attend the meeting. He was unable to reach them. Because a quorum of the Village Board was not present, no formal action or official discussion could take place. The Board noted that the Grandstand project will now be delayed because it could not be discussed during this session.
The Board briefly discussed a possible makeup meeting date for next Thursday, October 22, 2026. However, it was noted that Trustee D. Harnack and President J. Thomson cannot attend on that date.
Without a quorum present to conduct legal municipal business, the meeting was postponed at 6:15 p.m.
RECONVENED INTO A SPECIAL BOARD MEETING
6:20 PM David Wells arrived.
1. ROLL CALL (RECONVENED)
The Special Board Meeting of the Village of Footville was called to order by Village President John Thomson at 6:23p.m. Board Members Present: (J. Thomson, S. Haberman, D. Harnack, D. Wells) A quorum is present.
Absent: N. Conaway C. Hagmann, R. Nath.
Also Present: Robert Selck, Frank McKearn, Tyler Brooks.
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF THE AGENDA: Motion by J. Thomson, second by D. Harnack to approve the meeting agenda with the removal of #12. Motion carried unanimously.
4. CITIZENS WISHING TO BE HEARD: No citizens came forward to speak.
5. **Update on Taxed District & Kersten Property Approval**: The Board received an official update confirming that the transaction for the Kersten land parcel has successfully closed, and the Village now legally owns the property. The Board reviewed options for maintaining the new walking/wildlife trails on the acquired land. The current 11-year-old Ferris mower is experiencing breakdowns and part-sourcing issues. The Board discussed utilizing general fund surpluses before the end of the year to purchase a secondary or replacement mower. The Board directed staff to research options and pricing for a new zero-turn mower as well as a used 60-inch 3-point rear-discharge mower attachment for the Kubota tractor at upcoming auctions (budgeted around $1,500). Staff will present options at a future meeting.
6. **Certified Survey Map of Land Division of Water Tower Property on North Galena:**
Frank McKearn stated that instead of selling all of the land, the Village will keep the 4 lots next to the WaterTower. There is only 1 encroachment. Will need to talk to the owner to transfer the deed over to the owner. The planning commission approved the CSM on Monday and suggests the Village does as well.
Motion by S. Haberman, second by D. Wells to approve the Certified Survey Map of Land Division of Water Tower Property on North Galena. Motion carried unanimously.
7. **Review of Proposals Received for Grandstand Construction:** The Village received zero bids/proposals for the Grandstand Construction project by the original deadline. Motion by S. Haberman, second by D. Harnack to approve an addendum changing the public bid submission deadline to November 4, 2026, at 1:00 p.m. Motion carried unanimously.

APPROVED

8. **Reimbursement of Costs for Architectural Design for Grandstand:** Motion by D. Harnack, second by D. Wells to approve the Reimbursement of Costs for Architectural Design. Motion carried unanimously.
9. **Facade Grants for Properties in the Taxed Incremental District:** The Board discussed policy guidelines for the Tax Incremental District (TID) Facade Grant Program. Program parameters mandate that funds must be strictly allocated for exterior front-of-building updates; improvements cannot extend beyond the entry door and cannot include removable assets. Board members requested further consultation with John Pounder to evaluate how the program might affect local property taxes. The potential for alternative grants to support interior business enhancements was also discussed. Motion by S. Haberman, second by D. Harnack to table this to a future meeting. Motion carried unanimously.
10. **Richter Consulting Contract Renewal:** The Village doesn't have a lot of options to not renew the contract. Greg is the trainer for Tyler. Once Tyler achieves full certification, he must remain under professional supervision for an additional year. D. Wells will talk to Nate Beal. Motion by S. Haberman, second by J. Thomson to approve Richter Consulting Contract Renewal. Motion carried unanimously.
11. **Sewer Lining and Televising:** President J. Thomson requested that cost estimates be gathered for updated collection system televising and lining. Funding will be drawn directly from the sewer fund, as the existing televising logs are outdated.
12. **Wench to Lift Pumps at WWTP**: This was deemed an operations expense, and the DPW has the authorization to make these purchases without approval from the board.
13. **Long Term Facilities Improvement Plan:** The board addressed four core questions: space needs, location, current availability, and building considerations. The goal is to build a functional, cost-effective structure (a "barndominium" or pole building style). **Space & Equipment Needs: Police Department:** Requires a basic office, an entryway, and secure garage bays for squad cars. **Public Works (DPW):** Requires heated bays to prevent equipment like the jetter from freezing, a restroom, a wash/squeegee area to clean road salt off trucks, and storage for incoming equipment. **Proposed Locations & Layouts:**
Option A (New Pole Building): Construct a 50' x 80' building on village-owned land next to the current shop. This layout could accommodate 3 to 4 large bays. The interior depth would allow trucks to double up or utilize a drive-through, angled layout similar to Walworth County's maintenance shed. The old shop would be kept for unheated storage.
Option B (Current Building Modification): Consider converting the current Village Hall into a police station with a new addition. However, it was noted that the current building must be preserved for elections. A suggestion was made to move the HVAC unit behind the bathrooms to open up more open space.
Option C (Fire Department Site): Build a separate, simple 3.5-car garage directly across from the fire department to house the police department office and two squad cars.
Parking Lot Expansion & Funding:
Expanded parking is needed near the fire department and the compost site.
Funding Note: Because this land sits within the tax district, a public parking lot qualifies as a **Tax Increment Funding (TIF) eligible expense**. The project can be funded through the tax district, and previous village expenditures on the parking lot can be legally reimbursed without impacting the general fund.
Frank McKearn will investigate and arrange field visits to neighboring community municipal sheds (e.g., Walworth County, Darien) to review layout configurations and operational feedback.
14. **Budget Workshop October 19, 2026:** Reminder of the Budget workshop on Monday, October 19, 2026, at 2:00 p.m.
15. **Drop Dead Pest Solutions Quote**: Motion by S. Haberman, second by D. Harnack to Table this to the November meeting to clarify quotes to include the park with bug and rodent control. Motion carried unanimously.

APPROVED

16. **Property Address Number Ordinance:** The board reviewed a distributed sample property address ordinance. No formal action was taken during this session, as it was presented for review, refinement, and future discussion. House Number Requirements & Visibility:

- The draft requires numbers to be a minimum of 4 inches in height and must contrast with the background material (e.g., gold numbers on a red background lack sufficient contrast and would need to be changed).
- Structures set back more than 75 feet from the road must have identification placement closer to the street.
- Reflective Numbers vs. Grandfathering: Chief Lomax (FOPD) emphasized that while grandfathering existing numbers could prevent stakeholder complaints, reflective or highly visible styling is critical for emergency services. Numbers must be large enough to be clearly read when hit with a spotlight at night.
- Mailbox Signage: House numbers placed on roadside mailboxes must be clearly visible on both sides. The board noted that Center Township-style signs are highly effective visual aids for driving emergency vehicles.

- Multi-Family Dwellings & Apartment Directories
  - The ordinance introduces building directory requirements for multi-family units and complex hallway structures.
  - Multi-family properties (such as the old school or tiered apartment buildings) will be required to post clear maps/directories identifying apartment locations, with matching numbers posted on every individual unit door.
  - Directional hallway signs (similar to a motel layout, e.g., "Apartments 7–11 this way") will be required for complex units to guide first responders down side hallways and pods.
  - Emergency Dispatch Logic: Implementing standard 100-series (ground floor) and 200-series (upper floor) numbering was highlighted as a priority so 911 dispatch can tell ambulances which floor or specific driveway to pull into.
- Security & Follow-up Actions:
  - Chief Lomax raised ongoing security concerns at a specific apartment complex regarding unmapped hallway pods and doors frequently being left propped open.
  - The draft ordinance will be emailed to board members for detailed review.

17. **CISA- Federal Cybersecurity & Infrastructure Security Agency- Computer Know How:** While CISA does not interpret reports or directly handle enrollment logistics, the village's IT contractor, **Computer Know-How**, will manage the paperwork, guide the village through enrollment, and monitor the regular security reports. The service is expected to work in conjunction with the village's existing IronScales protection. Chief Lomax noted his personal CISA certifications. The board agreed that given modern digital threats and AI-related security concerns, the expense was highly justified. Motion by J. Thomson, second by D. Wells to approve the enrollment and authorize the $240.00 fee. Motion carried unanimously.

18. MOVE INTO CLOSED SESSION: The Footville Board of Trustees will move into closed session pursuant to Wisconsin State Statue §19.85(1)(c) for consideration of Employee Reviews and Compensation.

Motion by J. Thomson, second by D. Harnack to move into closed session. Roll call vote: D. Harnack – Yes; D. Wells – Yes; S. Haberman – Yes; J. Thomson – Yes. Meeting moved into closed session at 7:31p.m.

19. **RECONVENE INTO OPEN SESSION:** Motion by S. Haberman, second by D. Harnack to reconvene into open session. Motion carried unanimously. Meeting reconvened into open session at 7:41p.m.

APPROVED

20. TAKE ACTION ON ITEMS DISCUSSED IN CLOSED SESSION: Motion by S. Haberman, second by D. Wells to table closed session items to the Regular Board Meeting on November 5, 2026. Motion carried unanimously.
21. PRELIMINARY DISCUSSION ON FUTURE AGENDA ITEMS: December meeting we will discuss the facade grants with Al Hulick. J. Thomson would like no mid-month meetings in the months of November and December.
22. ADJOURNMENT: Motion by D. Harnack, second by D. Wells to adjourn the meeting at 7:48p.m. Motion carried unanimously.

Submitted by Cassie Lambert, Clerk/Deputy Treasurer

APPROVED