VILLAGE BOARD MEETING
MONDAY, JUNE 17, 2024 AT 7:00 P.M.

Lake Hallie Municipal Building
13136 30th Avenue
Lake Hallie, WI 54729

MINUTES

1. Meeting called to order according to Chapter 19.84 of the Wisconsin State Statutes by President Spilde at 7:00 p.m.

2. Roll Call: Mr. Greenwood, Mr. Hudson, Mr. Spilde, Mr. Berg, and Mr. Lehmann all present. Attorney David Raihle was also in attendance.

3. Pledge of Allegiance.

4. Approval of the June 17, 2024 Village Board Meeting Agenda as presented
Mr. Berg made a motion to approve the June 17, 2024 Village Board Meeting Agenda as presented, seconded by Mr. Lehmann. Motion carried on unanimous voice vote by members present.

5. Public Comments: Public comments are limited to two (2) minutes and will be limited to issues that have an impact on the Village of Lake Hallie. An exception to the two (2) minute limit may be made at the discretion of the Village President.
Mr. Rusty Volk, 1676 120th Street, Lake Hallie appeared before the board requesting consideration be given to a streetlight being installed on the corner of 17th Avenue & Commercial Boulevard. With the potential for business construction in the area, ultimately leading to more traffic, a streetlight is necessary with an already dark intersection/area.
Ms. Karla Emery, Lake Hallie Lake Association Secretary, appeared before the board to extend an invitation to members to attend their annual meeting scheduled for Thursday, June 20, 2024 @ 6:00 p.m. The meeting will be held at the Lake Hallie Sportsman Club pavilion. A representative from the DNR will be giving a presentation and answering questions. Ms. Emery also stated that the Lake Association is looking to fill some board member positions and encouraged members of the public in attendance to consider filling one of the positions.

6. Committee/Department Reports:

A. Board Member Update

Mr. Spilde indicated information was in the google docs for discussion later in the agenda.
Mr. Berg stated that one (1) candidate was scheduled for an interview on Thursday, June 20, 2024 for the open Public Works Operator position.
Mr. David Loew, 4176 133rd Street, Lake Hallie expressed concerns to the board that fireworks are beginning to be shot off in the early morning hours already, questioned what the next two or three weeks could be like as the 4th of July approaches.

B. Police Chief/Police Commission Update

Police Orgon updated the Village Board with his May 2024 Monthly Activity Report as follows:
Complaints and Activities
28 Vehicle Crashes 23 Alarms and 911 Calls/Misdials
15 Animal Complaints 27 Assist Citizen/Motorist
14 Assist other Agencies 12 Battery/Disorderly/Harassment
3 Property Located 20 Burglary/Theft/Robbery
4 Child Custody/Domestic Disturbances 0 Missing Persons/Property
5 Crisis Interventions/Suicide Attempts 14 Civil Disputes & Building Checks
0 Damage to Property/Vandalism 7 Drug Related Complaints
31 Traffic Hazards 15 EMS/Fire Calls/Death
8 Fraud/Identity Theft/Fraudulent Activities 3 Juvenile Related Complaints
1 Noise/Music Complaints 5 Probation/Court Order/ Complaint
7 Sexual Assaults/Abuse of Vulnerable 49 Suspicious Circumstances

27 Traffic Complaints 7 Crimes – Other
3 Recreational Related/Trespassing 26 Municipal Code & Parking
Total – 354

Arrests/Citations

13 Driver License (Susp/Revoke/None) Viol. 2 Operate while Intoxicated.
4 Vehicle Registration 0 Child/Seatbelt Violations
3 Insurance Related Violations 15 Speeding
1 Hit and Run/ Failure to Notify 2 Too Fast/Inattentive/Too Close
0 Miscellaneous Traffic Citations 7 Failure to Obey Sign/Signal
1 Underage Drinking/Tavern Related Offenses 11 Warrant/Probation/Parole Arrest
0 Damage to Property 4 Other Ordinance Violations
14 Battery/Disorderly Cond/Resisting/Obstruct 13 Theft of Property/Vehicle
0 Burglary/Robbery/Trespass to Dwelling 5 Financial Crimes
3 Drug Related Arrests 1 Sexual Assault/Child Crimes
0 Reckless/Disorderly Driving 3 Other Criminal/Weapons
Total – 102
Total Traffic Stops: 144
Written Traffic Warnings: 23 **Issued Parking Citations:** 19
Amount of Property Damaged/Stolen: $9,863.25 **Property Recovered:** $4,998.00

C. Public Works Department Update

Working Foreman Sam Bautch provided the board with his monthly Water & Roads Department budget as follows:

Water

- Brooks was here on Monday June3 and reprogramed the two booster pumps at Well 5 so they don't cut out when the well shuts off after the water towers are filled.
- He also replaced the transducer for water tower 1.
- I have raised the water tower levels up to summer levels. By doing this now the wells are not running too much,
- A-1 Excavating has all the watermain installed for Village Bluffs. Along with some of the services.
- Care Partners installed there 8" service to their building
- We are continuing to turn values.

Roads

- Jim has been out mowing.
- We have shouldered some of the holes in the shoulders and intersection corners. Then we will focus on other parts of the Village.
- The weed harvester was put into the lake on Monday June 10.
- We will be installing street signs in the new subdivisions in the next week.
- We are helping Chippewa County with the installation of some fire numbers that they are backlogged on.
- Ed Berg the developer of Village Bluffs is laying down gravel to build the road going into Village Bluffs.

7. New Business:

A. Discussion and/or Action on the following:

1. 2024-0002 Asher Lasting Exteriors – Conditional Use Permit Request

Mr. Spilde opened the public hearing for Conditional Use Permit Request 2024-0002 Asher Lasting Exteriors at 7:15 p.m. Mr. Trevor Bohland CEO of CapVest Partners, assisting Asher Enterprises dba Asher Lasting Exteriors reviewed the application for a conditional use permit #2024-0002 for property located on the corner of Commercial Blvd and 17th Avenue. This property is currently zoned as Industrial and Asher Lasting Exteriors is requesting to use the property as a mixed use which is a conditional use within the zoning ordinance. Site plans were reviewed which included a potential future 2nd building and consisting of approximately 13,630 square feet for warehouse use, 9,006 square feet for showroom and office space with a mezzanine of 6,769 square feet for additional offices and training room. Approval was also requested for semi-truck deliveries (1.5 trucks per week, normally on Fridays) to access the building site from 120th Street and exit on Commercial Blvd except for when road bans are in place on 17th Avenue as well as for installation of a conventional septic system in lieu of connecting to the Village Cluster System. Lastly, the site will utilize the Village of Lake Hallie's regional storm water system which lies directly to the north of the property. Several residents neighboring the parcel (Parcel #22809-3623-72677001) expressed the following concerns: semi-truck use of 120th Street; concerns for the safety of children getting on the school bus in the morning as semi-truck deliveries would occur at the same hour of the day that children were being picked up; the challenge of a semi-truck rounding the corner of 17th & 120th without driving on residential properties; 120th Street is used heavily for residents who walk, children who ride their bikes etc. safety was a concern; concerns of a blind spot when coming from 17th Avenue; job trucks should utilize

Commercial Blvd when leaving in the morning, what measures are in place so that they wouldn't use 17th Avenue. Mr. Spilde closed the public hearing at 8:00 p.m. Mr. Hudson made a motion to approve Conditional Use Permit Request 2024-0002 Asher Lasting Exteriors with the stipulation that all semi-truck traffic would access and leave the site on Commercial Blvd only and that Asher Lasting Exteriors would be required to connect to the Village's Cluster System, seconded by Mr. Berg. Motion carried on unanimous voice vote by members present.

B. Presentation from Fall Creek Village President Tim Raap on their creation of a Village Administrator and/or Public Works Directors Position

Mr. Spilde invited Mr. Tim Raap, Village President from the Village of Fall Creek to provide information on their creation of a Village Administrator/Director of Public Works Position. Mr. Raap presentation included the following: Staffing Concerns: *Employee/department chemistry; cross-department efficiency *Employee retention concerns *lack of clear line of employee support/voice Professional day to day management *Engineering project oversight and financial delegation *front-line legal support (statutes, DNR regulations, ordinances, case law, contracts, etc) *Long-term financial/development plan (municipal-wide vs. departmental) *Budget; Levy Limit; TID; Grants (complex planning; ex: Library budget impact on inter-governmental support)* Developer relationships; inter-governmental relationships; the position to the Village Board *Day to day voice/delegate with necessary feedback. The Village of Fall Creek discussed the positives and negatives of creating an Administrator position, which in their opinion, the positives far outweighed the negatives. After lengthy discussions and debates, Fall Creek voted to proceed with a hybrid position working with the League of WI Municipalities to develop and advertise the position. Fall Creek's success in hiring a Village Administrator/Director of Public Works position included: Human Resources: *Spent effort with Personnel Handbook and Job Descriptions *Developing/Refining Administrator position was a real-time process of sorts *Employee retention is great and cross-department chemistry is great as well *Employee see they now a voice and representation; no interest in reverting back *Useful employee assessments and reviews Efficiency of the position: *New accounting software *Departments work efficiently together *Day to day things like callbacks or permitting *First-line engineering/legal down *Re-working ordinances, reviewing garbage contract, reviewing land contracts. Financial Planning; Project Oversight; Economic Development; TID/TIF creation; Pursuing a new Library have all been benefits to Fall Creek with the creation of this position. Mr. Raap's recap included: the creation of the position was truly tough strategic decision to deliberate; the balance of fiscal responsibility with potential strategic benefit; leverage LOWM resources; consider an exploratory phase for job listings; hybrid positions can be used as needed, possibly more cost effective; possibly provide improved structure; many opportunities for cost-savings; staffing hierarchy/structure tends to provide better staff satisfaction/efficiencies; supporting long-term planning and research. The successes of the Village of Fall Creek may not be the same for the Village of Lake Hallie, however the Village of Fall Creek has seen great opportunities for growth, structure and employee retention since its creation. The Village Board thanked Mr. Raap for his time and presentation.

C. Discuss/approve Supplemental Agreement for Design Engineering on 117th Street with Ayres Associates

Mr. Brian Lambert, Ayre Associates provided a supplement agreement for design engineering on 177th Street. He reviewed the scope of services with the board which included a topographic survey, design, construction documents, and bidding for the project. The improvement of 117th Street will impact a major roadway that is approximately one mile in length and serves the Lake Hallie Ball Fields and recreation area.
Mr. Lehmann made a motion to approve the Supplemental Agreement for Design Engineering on the 117th Street Project with Ayres Associates at a cost not to exceed $134,500 (topographic & Utility Survey $21,500; Study Phase $30,000 and Design & Bidding Phase $83,000), seconded by Mr. Greenwood. Motion carried on unanimous voice vote by members present.

D. Update/action on Village Road Projects by Brian Lambert, Ayres Associates (30th Avenue Hill & Melby Street/122nd)

Mr. Lambert also provided an overview of the 30th Avenue Hill project design as well as Melby Street/122nd St roundabout. The board provided guidance on how to design 30th Avenue, discussed the heavy traffic use, the slope/drainage issues of the road, shoulder width and the need to decide on a 2-lane or 3-lane configuration. Melby Street/122nd St roundabout estimates came in at $2.3M, allowing for future planning/budgetary needs going forward.

E. Discussion/action on Lake Hallie's Cluster System Permitting and Capacity

Mr. Spilde reviewed a memo from Jeff Nussbaum, Short-Elliott-Hendrickson on the POWTS Capacity review for verification of the full-buildout capacity of Midway Mile POWTS to determine the system's overall treatment. The treatment system at full buildout consists of (2) 25,000 gallon primary septic and secondary dosing tanks followed by (6) Aerobic Treatment Units (ATUs) and a 38,000 gallon drip dispersion dosing tank prior to discharge through (6) drip dispersion zones. The system was originally designed by Cedar Corporation and Foth Infrastructure with a full-buildout capacity of 52,000 gpd based on analysis of projected commercial growth of the Midway Mile development (Attachment 1). Currently, the POWTS consists of all (3) septic and dosing tanks, (2) ATU's and (2) drip dispersion zones. To maintain proper wastewater treatment for future commercial growth in the area, the Village of Lake Hallie is verifying the full system buildout capacity of the Midway Mile Soil Absorption Cluster System. Mr. Nussbaum indicated that after review of the treatment equipment data, dispersion zone soil characteristics, and groundwater conditions it is estimated that the Midway Mile POWTS has a capacity of **54,000 gpd.** SEH Engineers evaluated two permitting options including renewal of the Village's General Permit and application for an Individual permit. After review of the General and Individual permitting processes, the Village's Soil Absorption Cluster System design, full buildout capacity, and the Village's plans for commercial growth in the Midway Mile area, S-E-H recommended that the Village apply for an individual permit based on projected wastewater flows above the 15,000 gpd general permit limit. The Village Board advised Mr. Spilde to obtain a proposal from S-E-H on the cost of renewing the general permit for the Cluster System for the Village.

F. Discuss/approve side letter on the Lake Hallie Police Department WPPA Contract (2024-2026) reflecting an additional 2% wage increase beginning January 1, 2025 through the duration of the current contract as well as side letter on lateral transfers

Mr. Berg made a motion to approve a side letter on the Lake Hallie Police Department WPPA Contract (2024-2026) reflecting an additional 2% wage increase beginning January 1, 2025 through the duration of the current contract as well as side letter on lateral transfers, seconded by Mr. Hudson. Motion carried on unanimous voice vote by members present.

G. Discuss/approve Resolution #2024-20 – Amending Ordinance Section 1.4.06 Permit, Fee and License Schedules allowing for a water rate increase per the PSC rate decision order which went into effect on April 1, 2024

Mr. Lehmann made a motion to approve Resolution #2024-20 – Amending Ordinance Section 1.4.06 Permit, Fee and License Schedules allowing for a water rate increase per the PSC rate decision order which went into effect on April 1, 2024, seconded by Mr. Berg. Motion carried on unanimous voice vote by members present.

H. Discuss/approve Resolution #2024-22 Seasonal Weed Harvesting Employees

Mr. Berg made a motion to approve Resolution #2024-22 Seasonal Weed Harvesting Employees, seconded by Mr. Greenwood. Motion carried on unanimous voice vote by members present.

8. Old Business:

A. Discuss/approve Village Administrator position for the Village of Lake Hallie

In-depth discussions were held by Village Board members on how to move forward to best serve the residents of the Village with the impending retirement of the Village Clerk and a vacant Roads Supervisor position. With the need to fill two key positions within the Village, some members of the board felt now was the time to move forward with the creation of an Administrator position, stressing if the right candidate was to fill the position, over a three-year period it would pay for itself. Mr. Lehmann started off the discussion by stating that given the current monies allocated to wage increases, it has put the Village in a bad spot with budget restraints going into the 2025 calendar year. Mr. Spilde offered the suggestion of setting aside monies earned on interest investments during the calendar year 2024 to assure funding for up to three years if a Village Administrator and/or hybrid position was to be created. Mr. Spilde stated that the Village could approve a resolution to dedicate such funding. Mr. Lehmann disagreed, stating that interest income is there to support future costs of projects (i.e. Business 53 replacement) and the Village cannot continue robbing the interest income like this year to fund major projects. A municipality the size of the Village cannot fund projects to the extent of the size of Business 53. Mr. Berg indicated that he understands the Village needs to move forward, however the need is to hire for life, we are not looking for a contract job. He questioned how the Village will fund the position after three years if the rationale is to set aside interest income for that period. If the proposal is to give the Administrator a shot not necessarily knowing where the money will come from is a problem as well as trying to decide what to hire for. Mr. Berg felt that the Board needs to define the position that is needed i.e. Administrator/Clerk; Administrator/Treasurer; Administrator/Road Supervisor, stating the Board doesn't know what they need. Mr. Lehmann agreed with Mr. Berg to move forward the Village Board needed to define the position(s). Attorney Raihle advised the board to consider how to move forward; tactical (short-term) or strategic (which could be a lot more risk but could provide a greater benefit to the Village). The decision will ultimately be based on the skillset/experience of the applicants received. Consideration needs to be given to the transition on how to run the Village moving forward, there may be challenges to overcome/bumps in the road but could also provide great rewards as well. The current challenges facing the Village are turnover of staff and at times lack of communication. Mr. Greenwood stated the Village currently lacks onsite leadership in our departments, leaving them without a dedicated figure to address day-to-day operations and provide a focal point for concerns. The introduction of a village administrator would fill this critical leadership vacuum, offering on-site support to department leaders, ensuring accountability, and promptly addressing issues. This position will also relieve our village president and Clerk/Treasurer from the operational burdens they currently bear. Mr. Berg liked the approach of a tactical position to fill the "hole" and that now was not the time to change everything stating the Village should continue as it and hire for a Clerk-Treasurer and Roads Supervisor position. Mr. Greenwood made a motion to move forward with the advertising of a hybrid position, looking for a candidate that possess strong administrative skills and HR knowledge (decision on the hybrid position will be based on the applicants) as well as listening to the needs of the staff we currently reply on the most for the operations of the Village. Mr. Hudson asked for a definition of the hybrid position of Mr. Greenwood's motion. Mr. Spilde indicated the Village could advertise for a couple of positions i.e. Administrator/Clerk or Administrator/Roads Supervisor to determine the applicant pool. Mr. Lehmann stated the Village has the taxpayers trust that the board has operated efficiently and effectively and that's why when the Village has needed to go before a referendum, they pass. Mr. Lehmann stated that the Administrator position does not fit into the stream of things. With a motion on the table by Mr. Greenwood a second was made by Mr. Spilde. On voice vote, Mr. Greenwood and Mr. Spilde voted aye, Mr. Hudson, Mr. Berg and Mr. Lehmann voted nay. Motion failed on a 2 – 3. Mr. Spilde instructed Mr. Hudson, Mr. Berg and Mr. Lehmann to be prepared to provide information at the next board meeting on moving forward to fill current and future openings.

9. Approval of Minutes: Minutes are unapproved & changes could be made when it is addressed during the meeting.

A. May 29, 2024 Village Board Special Meeting Minutes
B. June 3, 2024 Village Board Meeting Minutes

Mr. Lehmann made a motion to approve the minutes of the May 29, 2024 Village Board Special Meeting Minutes and the June 3, 2024 Village Board Meeting Minutes as presented, seconded by Mr. Berg. Motion carried on unanimous voice vote by members present.

10. Finance:

A. **Treasurer's Report: (Usually 2nd Meeting of each Month)**

1. **May, 2024**
   a. Treasurer's Report
   b. Profit & Loss Statement
   c. Ehlers Investment Summary

Mr. Lehmann made a motion to approve the Treasurers Report as submitted, seconded by Mr.Berg. Motion carried on unanimous voice vote by members present.

B. **Claims & Disbursements.**

1. June 17, 2024 Check Register in the amount of $186,818.78 (checks #2902-2908 & #40591-40636)

Mr. Lehmann made a motion to approve the June 17, 2024 Claims & Disbursements in the amount of $186,818.78 (checks #2902-2908 & #40591-40636), seconded by Mr. Greenwood. On roll call vote, Mr. Lehmann, Mr. Greenwood, Mr. Hudson, Mr. Spilde, and Mr. Berg voting aye. Motion carried

11. Licensing:

A. **Operator(s):**

1. See attached List

2. Temporary Operators License:
   a. Jeremy Brice @ Hallie Park for Hallie Elite Softball Tournament on June 28-30, 2024
   b. Chelsey Lindenberg @ Hallie Park for Hallie Elite Softball Tournament on June 28-30, 2024
   c. Adam Potts @ Hallie Park for Hallie Youth Days July 24 – 29, 2024 & Hallie All Star Tournament July 30 – August 4, 2024
   d. Corey Drivas @ Hallie Park for Hallie Youth Days July 24 – 29, 2024 & Hallie All Star Tournament July 30 – August 4, 2024
   e. Jessica Mattson @ Hallie Park for Hallie Youth Days July 24 – 29, 2024 & Hallie All Star Tournament July 30 – August 4, 2024
   f. Lucas Lucier @ Hallie Park for Hallie Youth Days July 24 – 29, 2024 & Hallie All Star

Tournament July 30 – August 4, 2024

B. **Social Use Permit** (Village Hall Rental/Park Rental):
   1. None

C. **Firework Permit**
   1. Wal-Mart #5373
      2786 Commercial Blvd.
      Lake Hallie, WI 54729

D. **Liquor Renewal(s)**
   1. Class A Combo (See attached list)
   2. Class B Combo (See attached list)

   3. Temporary Class "B" Retailers Licenses
      a. Hallie Boys Baseball @ Hallie Park for Hallie Youth Days July 24 – 29, 2024
      b. Hallie Boys Baseball @ Hallie Park for Hallie All Star Tournament July 30 – August 4, 2024

E. **Dance Hall License Renewal**
   1. See attached List

F. **Garbage Hauler's License Renewal(s)**
   1. See attached List

G. **Land Use Permit Renewal**
   1. See attached list

H. **Massage Establishment Permit Renewal**
   1. See attached list

I. **Tobacco License Renewal(s)**
   1. See attached List

J. **Salvage Yard License Renewal(s)**
   1. See attached List

K. **Room Tax Permits**
   1. See attached list

L. **Mobile Home Park License**
   1. WICH Twin Home MHP, LLC

M. **Golf Cart License**
   1. Daniel Paine @ 3074 109th Street, Lake Hallie, WI 54729
      2019 Yamaha 300 CC

Mr. Berg, on single vote, made a motion to approve the following annual licenses: Operator Licenses, Firework Permit, Liquor License Renewals, Temporary Class "B" License, Dance Hall License Renewal, Garbage Hauler's License Renewals, Land Use Permit Renewal, Massage Establishment Permit Renewal, Tobacco License Renewals, Salvage Yard License Renewal, Room Tax Permits, Mobile Home Park License, and the Golf Cart License, seconded Mr. Hudson. Motion carried on unanimous voice vote by members present.

12. Adjournment.

Mr. Lehmann made a motion at 9:50 p.m. to adjourn, seconded by Mr. Berg. Motion carried on unanimous voice vote by members present.

Respectfully submitted

Kris Fitzsimmons
Clerk-Treasurer