

MEETING MINUTES
Village of Palmyra
REGULAR VILLAGE BOARD MEETING
Monday, October 7, 2024
Village Hall
100 W. Taft Street
6:00 P.M.

The meeting was called to order by Village Trustee Tim Gorseigner at 6:00 pm. Roll call: Ball, Kinjerski, Gorseigner, Petruska, Smith, Troiola, Weiss, Weiss-excused. Also present-New Police Officer Levi Pranke and family members, Scott Pavlock, Mike Gartzke, Scott Halbrucker, members of the Fire/EMS Dept.

Pledge of Allegiance

Communications: This week is fire prevention week and on Sat. Oct. 12th from 2-6 pm there will be a Fire Prevention event at the Village Park that the Palmyra Fire Dept. will be hosting. Food truck vendors, Med Flight, Touch a Truck and other things.

Monthly Reports: **Public Works-** sidewalk repairs are complete and billed out, fire hydrant flushing and sewer cleaning is taking place the next couple of weeks.

Public Safety- Chief Pavlock. The swearing in of Levi will take place tonight and in 2 weeks Michael Gartzke will be sworn in as permanent fire chief,

Recreation Dept.-nothing.

Library- The Director's report was given to the Board and Trustee Petruska said that Traci Plotz is gone from the library board as she is no longer employed at the School District so there will to be another person appointed from the school.

Clerk/Treasurer -Clerk Mueller said they are getting very busy with the upcoming Election, sending out absentee ballots, etc.

Public Forum: Alissa Simmons with the Beautification group said that the Fall decorations will be going up soon and the scarecrow contests will start.

1. **Consent Agenda:** *All items listed are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Board member requests, in which event the item will be removed from the Consent agenda and be considered on the regular agenda.*

A. Approval of the following minutes: September 12, 2024 Board of Review, September 16, 2024 COW, September 26, 2024 Park & Recreation Committee and September 30, 2024 Village Board Meeting. Trust Petruska said that on the Sept. 30th minutes she should be excused and not absent as she called in.

B. Operator's License application for Susan Ann Kraft

C. Home Business for Farm Stand Sales Hofer for a renewal.

Troiola/Ball motion to approve the consent agenda as presented with the noted correction to the Sept. 30th minutes. All ayes-motion carried.

2. **Building Permits:**

3. **New Business**

Discussion and Possible Action on the Following Items

Item D was taken out of order on the agenda:

D. Gorseigner swore in Officer Levi Pranke as a Full Time Police Officer.

- A. Troiola/Smith motion to approve the payment of bills totaling \$101,188.14 on the bill list and the extras presented tonight to WE Energies, PE School District for mobile home fees, Colonial Life, Southern Lakes newspaper, Ricoh, Pitney Bowes, Diversified Benefits, Premium Waters, JP Cooke, Walton Sand and Gravel, Coaches Locker Room, Point Ready Concrete. Roll call vote: Ball, Kinjerski, Gorsegner, Petruska, Smith, Troiola-aye. Motion carried.
- B. August financial statement, bank statement, cash account balances were presented by the Village Clerk. No questions. Ball/Troiola motion to accept as presented. All ayes-motion carried.
- C. 2023 Audit, Jeff Osvog, Auditor with Johnson Block presented the draft audit and reviewed some items. One of their main concerns is that the Village needs to have a plan in place to alleviate the deficits for the Fire Dept fund and the Recreation Dept. fund. Also the Village has no formal fund balance policy in place, they have samples if we would like to use one of them. No questions at this time. Osvog said that a final copy will be done in about a month.
- E. Special Event Permit-High School Homecoming Parade. Scott Halbrucker said the official parade route ends at Fifth St. and if they want to continue past there then they are on their own for traffic control. Also, he said that any Hwy closure permits need to be submitted 30 days in advance. Troiola/Gorsegner motion to approve the Homecoming Parade but if they continue past Fifth St. they will have to take care of traffic control as our official parade out ends at Fifth St. All ayes-motion carried.
- F. Permit to possess and display Fireworks for the Oct. 11, 2024 Homecoming. Fire Chief Gartzke and Police Chief Pavlock stated that they do not sign the permit to allow this. They will be at the event. Troiola/Kinjerski motion to approve the fireworks permit but no Public Safety official will be signing the form. All ayes-motion carried.
- G. Code of Conduct for Park & Recreation. All Parents will be signing this before when their child is signing up for sports. Trustee Kinjerski said that Officer LePak gave him an example of one she had from the WIAA. Petruska/Smith motion to conditionally approve the code of conduct that Butler submitted to the Board, we can always make changes in the future. All ayes-motion carried.
- H. Approval of a Letter to Sports Family. Trustee Petruska said that on April 27th there was a letter sent to this parent certified mail and then starting at the beginning of Sept. the parent started complaining again about the same issue. Petruska said that she did reach out to President Weiss as to what could be done. Weiss was going to talk with the Village Attorney. On Sept 23rd another email to Rec. Committee was submitted. Petruska thinks that Stephanie should have a letter coming from the village board so there are more teeth instead of just a letter from her. Chief Pavlock says that the Village Board can stop someone from going into public places and get legal counsel involved to write a letter. Petruska/Smith motion to have Stephanie and President Weiss talk to the lawyer on the phone so there is no miscommunication and ask him to draft a letter to this parent as soon as Weiss gets back from vacation. All ayes-motion carried.
- I. Park building Mural Painting- Ronnie Schmauz was present and the Village Board thanked her for the murals she has painted on the Beach House. Alissa Simmons from the Beautification group spoke. The next project she would like to know if the board would approve of are some murals being painted on the sides of the Park restrooms, if so she will pursue the artwork and bring back to the board. Troiola/Smith motion to approve that Simmons move forward with looking into mural samples for the park restrooms. All ayes-motion carried.
- J. Alissa Simmons spoke again to the Board about a possible laser show instead of fireworks at Party in the Park in 2025. Alissa Simmons that the fireworks are a huge expense, fundraising would not raise enough money to pay for them and it is not in the Village's budget. Would the Board be open to her researching a laser show instead of fireworks. No cost yet but she would do research. Alissa will work with Stephanie Butler on this too. Gorsegner/Kinjerski motion to have Simmons look into this. All ayes-motion carried.
- K. Petruska/Smith motion to convene into closed session at 7:09 pm, with staff, pursuant to SS 19.85(1)(e), Deliberating or negotiating the purchase, the investing of public funds, or conduction other specified public business, whenever competitive or bargaining reasons require a closed session. Specifically, 2024 Fireworks business. Roll call vote: Ball, Kinjerski, Gorsegner, Petruska, Smith, Troiola-aye. Motion carried.

- L. Petruska/Troiola motion to convene into open session at 7:26 pm for further discussion related to matters discussed in closed session. Roll call vote: Ball, Kinjerski, Gorsegner, Petruska, Smith, Troiola-aye. Motion carried.

Gorsegner/Petruska motion to invoice Bartolotta Fireworks for 200 permits totaling \$1,000, net 15 days. Roll call vote: Ball, Kinjerski, Gorsegner, Petruska, Smith, Troiola-aye. Motion carried.

Gorsegner/Kinjerski motion to adjourn at 7:27 pm. All ayes-motion carried.

Respectfully submitted,

Laurie Mueller,
Village Clerk/Treasurer

Minutes approved with corrections Oct. 21, 2024