

MEETING MINUTES
Village of Palmyra
REGULAR VILLAGE BOARD MEETING
Monday December 4, 2023
Village Hall
100 W. Taft Street
6:00 P.M.

The meeting was called to order by Village President Kathy Weiss at 6:00 pm. Roll call: Ball, Gorsegner, Kinjerski, Petruska, Smith, Weiss-present. Troiola – excused. Also present: Scott Pavlock, Scott Halbrucker, Connie Wilson, Don Rutkowski, Bill Holcomb, Mike Fischer

Pledge of Allegiance

Communications: Trustee Petruska gave the board notes regarding a zoom meeting she sat in on with Lower Spring Lake regarding weed control. President Weiss mentioned an upcoming meeting with the Jefferson County Planning & Zoning Board on Dec. 21st regarding amending the Jefferson County Comprehensive Plan and Zoning Ordinance.

Monthly Reports:

Public Works- The Public Works roof is finally fixed.

Public Safety- nothing to report other than the issues the board has been briefed on.

Recreation Dept., - emailed report to the board was submitted.

Library-nothing.

Clerk/Treasurer- Clerk Mueller said that basically everything on the agenda is what her office has been working on for the last couple of weeks.

Public Forum: Mike Fischer 502 Northwest St.- he is here to thank Public Works and Public Safety for closing roads during the Christmas parade, this was much appreciated.

Don Rutkowski 212 Mill Rd-he built a new house, and the driveway butts up to the Village's lot that has a gate that is now locked. He is asking that the village allow him to have a key to that lot so his family can park there when visiting, he has a large family. This will go on the next agenda for discussion.

1. Public Hearing:

President Weiss opened the Public Hearing at 6:08 pm to consider Resolution 2023-08, 2024 Budget Adoption and Tax Levy will be opened for discussion. The Clerk passed out information on mill rates and stated that there will be an increase in taxes but asks that residents pay attention that their entire tax bill is NOT just for the Village taxes. No other comments. Public Hearing was closed at 6:10 pm

2. 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.*

Gorsegner/Smith motion to approve the minutes from the Committee of the Whole November 20, 2023 meeting with a correction to item 2, spelling. All ayes- motion carried.

3. Old Business:

A. Wilson Creek clean up quote. Scott Halbrucker submitted a quoted from Jaeckel excavating in the amount of and an email from the DNR with their concerns. They stated that we must leave tree roots on banks of creek so not to disturb the banks, we can't disturb the creek bottom. Jaeckel will take the wood up to the Wilson concrete pad by the barn. Halbrucker says we should check property lines to make sure we know that we are always on the Wilson property or get things cleared by all property owners. Petruska/Ball motion to approve the quote from Jaeckel Excavating and Scott should get a price for surveying the property lines. Roll call vote: Ball, Gorsegner, Kinjerski, Petruska, Smith, Weiss-aye. Motion carried.

Connie Wilson said to let her know when it gets scheduled

B. Request from Reyna Kessler, owner of Rainabobaina;s at 202 W. Main St. to install a piece of sculpture in front of her store. The Village Clerk submitted an email from our insurance agent at R & R Insurance regarding the concern over liability and they really didn't have much of a concern, but they did think that Kessler should add the Village as additional insured. Reyna Kessler recently contacted the Clerk and said that she will not be pursuing this and is disappointed that the Village board put up so much resistance to something that she thought would be a nice addition to the Downtown area.

4. **Building Permits:** None

5. **New Business**

Discussion and Possible Action on the Following Items

- B. Gorsegner/Petruska motion to adopt Resolution 2023-08 for the 2024 Budget Adoption and Tax Levy. Weiss reviewed the resolution expenses and revenues, and mill rates aloud. Roll call vote: Ball, Gorsegner, Kinjerski, Petruska, Smith, Weiss-aye. Motion carried.
- C. 2024 Utility Budgets were reviewed with the board by Scott Halbrucker, no areas of concern. Gorsegner/Petruska motion to adopt the 2024 Utility budgets as presented. Roll call vote: Ball, Gorsegner, Kinjerski, Petruska, Smith, Weiss-aye. Motion carried.
- D. Resolution 2023-09 for borrowing for a new DPW tractor and HVAC system for the Municipal Building was presented. The borrowing is for \$36,000 in principal and interest of \$2,293.75 to be paid in one payment on or before Dec. 6, 2024. The Clerk said that the interest amount will change on the resolution to \$2,104 because that is what was budgeted and levied for debt and the Village will be paying the loan off before Dec. 2024 so the interest will be less than on loan documents. Scott said he has a tractor selected and the board would like to see the quote for the purchase even though it was budgeted. Gorsegner/Kinjerski motion to approve Resolution 2023-09 for the borrowing to purchase a new DPW tractor and HVAC system for the municipal building, also noting the change in the interest amount. Roll call vote: Ball, Gorsegner, Kinjerski, Petruska, Smith, Weiss-aye. Motion carried.
- E. Gorsegner/Smith motion to approve Resolution 2023-10 Cafeteria Plan for Section 125. All ayes-motion carried.
- F. Scott Pavlock, Public Safety Director request to purchase several items for the Police Dept. evidence room, 1-radar, and TIMS audit/inventory system. Pavlock said that his vehicle has no radar or printer in it so these need to be purchased as well as the evidence room supplies that are needed. TIMS audit got 3 bids, \$3,000 yearly fee other options were much higher. Some smaller items will come out of the regular budget that he needs. The larger/more costly items are being bought using the funds from the 2021 borrowing. Trustee Petruska pointed out that there were no quotes attached to the E-packets, the clerk had hard copies for the board but they said they didn't need them. If anyone wants to see the quotes they will be available at the Clerk's office. Ball/Kinjerski motion to approve the purchases as presented. Roll call vote: Ball, Gorsegner, Kinjerski, Petruska, Smith, Weiss-aye. Motion carried.
- G. Petruska/Ball motion to approve an Operator's license for Gabriel Santiago. All ayes-motion carried.
- H. Ball/Smith motion to approve the Mobile Home annual license renewal for Beachwood Village. All ayes-motion carried.
- I. Employee Handbook changes. Scott P. is writing a written approval towards the board so hold off until bargaining unit is completed. Item is tabled. Written proposal coming and Penny said it will go to Atty Macy so maybe next week there could be a meeting. Petruska and Gorsegner would like to see it before it's approved. Written will go to the Committee. Penny will let Union know and get a date going.
- J. Gorsegner/Smith motion to approve the bills totaling \$61,975.66 on the bill list with extras presented tonight for Rain for Rent sludge pumping purchase with LGIP funds, Krizan's tree service, soccer referee payment of \$80, Jim & Judy's John's Disposal, Verizon, WPPA invoice. Roll call vote: Ball, Gorsegner, Kinjerski, Petruska, Smith, Weiss-aye. Motion carried.
- K. Weiss/Gorsegner motion to appoint the following poll workers for the 2024 Election year: Dee Dee Morateck, Linda Plennes, Dave Turner, Cindy Holcomb, Karen Sourile, Wayne Giese, Ike Parker, Martha Parker, John Lucht, Shellee Lubus, Linda Koss, Darlene Bostwick, Cheryl Banks, John Garms, Carol Dixon, Vicki Bradford, Alissa Simmons, Julie Turner, Jill Scheffner, Lori Clubb. All ayes-motion carried.

- L. Gorsegner/Smith motion to convene, upon passage of the proper motion, into Closed Session at 6:58 pm with staff, pursuant to §19.85(1)(e), Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Specifically, the Village owned parcel on Hwy H, parcel # 171-0516-2722-005. At 6:58 pm. Roll call vote: Ball, Gorsegner, Kinjerski, Petruska, Smith, Weiss-aye. Motion carried. Joe DeYoung joined the closed session portion of the meeting.
- M. Petruska/Smith motion to convene into open session at 8:08 pm for further discussion related to matters discussed in closed session. Roll call vote: Ball, Gorsegner, Kinjerski, Petruska, Smith, Weiss-aye. Motion carried.

Petruska/Kinjerski motion to adjourn at 8:08 pm. All ayes-motion carried.

Respectfully submitted,

Laurie Mueller,
Village Clerk/Treasurer

Minutes approved with correction Dec. 18, 2023