

Regular Meeting of the Village of Somerset Board of Trustees
Village Hall, 110 Spring Street Somerset, WI 54025 | Tuesday, February 13, 2024

Village President, Mike Kappers called the Regular to order at 6:02 p.m. Present were Mike Kappers, Caleb Garn, Donnie Kern, Chris Dubak, Chris Moreno, and Brandon Krohn. Josh Hecht was present via Zoom. Also present at Village Hall - Village Attorney, Paul Mahler and Director of Public Works, Bob Gunther and Village Engineer, Chuck Schwartz.

Public Comment

- Marjorie Mettzdorf - ADRC Senior Center, Somerset Senior Center 9-1, spread the word

Consent Agenda

- *Motion by Garn, second by Moreno to approve the Consent Agenda including the following:*
 - *Minutes of January 16, 2024*
 - *Village, Water and Sewer Bills*
 - *Extra Territorial Plat Review, Applicant: Joe Studnicka*
 - *Modified Take Home Squad Program*
 - *Squad Purchase - F-150 Lightning*
 - *Main Street Bridge Pay App #6*
 - *Generator Power Systems - Annual Maintenance Contract*
 - *Impact Fee Needs Study*
 - *Municipal Bond Deposit Schedule Proposed Increases*
 - *Fire/Rescue January Report*

New Business

- **Discussion/Possible Approval - Procedure for Contacting Village Attorney**
 - A lot of double contact on the same items
 - Designated point of contact
 - Mahler - no problem with procedure except extenuating circumstances
 - Norm is Clerk and Village President to contact
 - Kern suggest blind copying board
 - Develop a plan for procedure
 - Check other municipalities
 - Roberts - 2 Trustees to agree
 - In meantime, ask Tasia to blind copy board members
- **Discussion/Possible Approval - Staab Pay Apps #17 and #18**
 - Pay App #17, \$400,587.97
 - Pay App #18, \$96,205.56
 - *Motion by Kern, second by Garn to approve Staab Pay Apps #17 in the amount of \$400,587.97 and #18 in the amount of \$96,205.56. Motion carried unanimously.*
- **Discussion/Possible Approval - Village Contributing to Bruce Larson Day of Giving**
 - *Motion by Krohn, second by Garn to approve a \$1,000 donation to Bruce Larson Day of Giving.*
 - Scholarship to local student
 - Mahler confirmed it is a public purpose, so donation is OK
 - Krohn asked if Somerset United would contribute
 - *Krohn amended his motion to \$500 donation and motion carried unanimously.*

- *Motion by Kern, second by Moreno to approve funds coming from Community Development. Motion carried unanimously.*
- **Discussion/Possible Approval - Line of Credit Reduction - Winesap and River Hills - Preferred Builders**
 - River Hills
 - Holding \$270,000
 - Completion of public improvements
 - Punch list items left
 - Reduce to \$50,000
 - Warranty back dated October 9th until October 9th, 2025
 - Krohn - Sutherland Street
 - Top soil to be placed
 - Backyard drainage
 - Contingent upon lien waivers and letter from engineer
 - *Motion by Krohn, second by Kern to approve line of credit reduction to \$50,000. Motion carried unanimously.*
 - Winesap
 - No reduction for Winesap
- **Discussion/Possible Approval - Ordinance-Future Fiber Optic**
 - Met with Northwest and talked with Capstone - favorable by both
 - 14-1-59 - amending ordinance to add fiber
 - 14-1-69 - new construction/development only
 - *Motion by Krohn, second by Moreno to approve ordinance changes. Motion carried unanimously.*
- **Discussion/Possible Approval - Spring Park Improvements**
 - Fundraiser for signs
 - Buckthorn remediation, Totes My Goats, LLC
 - \$7,785
 - Not to exceed \$2,500 for signs
 - Sponsorship agreements - \$500 for 3 years per hole
 - Not to exceed \$10,000
 - Grinder attachment - Garret Belisle
 - \$200/hr
 - Champions working on an event: golfing w/goats
 - Recommend course is 2-3 years
 - Dubak would like more bids - Krohn will get more bids
- **Discussion/Possible Approval - Meeting Attendance by Building Inspector**
 - *Motion by Kern, second by Garn to amend building inspector meeting attendance upon request at Plan Commission. Motion carried unanimously.*
- **Discussion/Possible Approval - Ordinance Amendment Sec 10-1-28 Parking prohibited, Church Hill Rd**
 - Dubak made aware of parking issues on Church Hill
 - No parking signs removed
 - Villages responsibility to place no parking signs
 - Public safety issue
 - Need lines for either travel lines or parking lines
 - Striping plan

- Creating visibility issues
- *Motion by Dubak, second by Moreno to amend ordinance 10-1-28 to include no parking west side 940ft, east side no parking to Village limits*

Unfinished Business

- **Discussion/Possible Approval - Proposed Changes to Zoning Administration Ordinances 13-1-170, 13-1-171, and 13-1-172**
 - Approved by Plan Commission
 - Mahler - if someone has a question on zoning, who do they call?
 - Call Bob - enforcement of CUPS and other zoning is what this covers
 - *Motion by Kern, second by Duback to approve 13-1-170-175 as presented. Motion carried unanimously.*
- **Discussion/Possible Approval - Municipal Prosecuting Attorney**
 - *Motion by Kappers, second by Garn to approve Deanne Koll, Bakke Norman, as new Municipal Prosecuting Attorney. Motion carried unanimously.*
- **Discussion/Possible Approval - Village Trustee Code of Conduct**
 - Ethics board
 - Covered in state statute
 - Ethics committee
 - Some have code of conduct

Closed Session

- *Motion by Kappers, second by Moreno to move into closed session pursuant to Wis. Stats. 18.85(f) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would likely have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems of investigations - Village Attorney and Building Inspector and pursuant to Wis. Stats. 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 - Economic Development Update. Motion carried unanimously.*

Reconvene to Open Session

- *Motion by Kern, second by Garn to reconvene to open session. Motion carried unanimously.*

Adjourn

- *Motion by Kern, second by Garn to adjourn at 8:26 p.m. Motion carried unanimously.*

Minutes recorded by Andrea Otto, Deputy Clerk, and typed by Tasia Berger, Village Clerk