

Village of Withee

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The Village of Withee Board met on September 12, 2022, in the Municipal Building Conference Room at 6:30 p.m. for the regular board meeting.

ROLL CALL

President Lindgren called the meeting to order. Roll call was answered by Trustees Lindgren, Shelton, Gehrke, and Kalepp. Trustee Frankewicz was absent. Clerk Niemi recorded the minutes. Also present were DPW Troy Hatlestad, Cindy Cardinal, Nicole Rogers, Officer Jacob Haugstad, Chief Patrick Fehlman, Robert Ciszewski, Dawn Klabon, and Janet Greschner.

MINUTES

A Kalepp/Gehrke motion to approve the minutes of the August 8, 2022, public hearing and August 8, 2022 regular meeting carried with all ayes.

FINANCIAL STATEMENTS

A Shelton/Kalepp motion to approve the monthly financial statements for the General, Water, and Sewer Accounts carried with all ayes.

PAYMENT OF BILLS

A Gehrke/Shelton motion to approve paying the General Account checks 35722 thru 35777, Water Account checks 7106 thru 7118, and Sewer Account checks 2522 thru 2524 carried with all ayes.

PAYROLL REPORT

The board reviewed the employee time cards and payroll report.

COMMUNITY INPUT

No community input was given.

COMMITTEE REPORT

Trustee Kalepp reported that the library board did not meet in August.

FIRE INSPECTION RESPONSIBILITIES ORDINANCE

A Kalepp/Shelton motion to approve Ordinance #01-09-22 Fire Inspection Responsibilities carried with all ayes. The ordinance allows fire inspections to be conducted once a year instead of twice.

DEPARTMENT OF PUBLIC WORKS

A Gehrke/Shelton motion to approve applying for the 2022/2023 League of WI Municipalities Mutual Insurance \$500 Safety Grant to be used to purchase an air lift table with the overage paid by the water company carried with all ayes.

POLICE REPORT

Haugstad reported 95 incidents for August but aren't on the itemized list yet. A Shelton/Gehrke motion to approve the accounts payable disbursements paid 8/03/2022-9/07/2022 carried with all ayes. A Gehrke/Kalepp motion to approve the purchase of the Record Management System (RMS) with an initial fee of \$2800 to install, configure, and train and a \$1500 annual fee carried with all ayes. The current RMS system is from 2004 and is difficult to enter reports to meet state mandates. The new RMS system is also used by Clark County Police Department and will give real-time reports in the squad cards. Fehlman is working with ordinance violators if they make progress. Haugstad said the Crown Vic is done with repairs and decaling. K-9 Jimi had blood tested because Jimi's brother suddenly died from genetic tick disease; he is currently healthy. Gehrke questioned who is responsible to repair the garage doors of the garage used by the police. Shelton remembered that the police were to pay rent on their area of the building and the garage, but the City of Owen is the owner

of the buildings, making them responsible for repairs and maintenance. Fehlman mentioned the structural and electrical issues with the garage.

O-W BLACK RIVER SPORTSMEN'S CLUB

The Sportsmen's Club president, Robert Ciszewski, said they want to put two new windows in the south side of the building, replacing three original windows in the same space. The club is still non-profit but doesn't qualify for sales tax exempt status. A Gehrke/Kalepp motion to approve purchasing windows through the Village to be reimbursed by the O-W Black River Sportsmen's Club carried with all ayes. The original lease between the Village and club expired in July 2022. Item #3 on the original lease required the additional premium cost of insurance to be paid by the club to the Village as rent. No records could be found of the club being charged nor paying for the additional amount. Lindgren recommended the Village continue to absorb the cost of insurance since the club has maintained the building. Ciszewski and Greschner talked about the educational and community outreach of the club. Item #14 on the lease addressed removal of personal property which is no longer there. A Gehrke/Shelton motion to approve deleting items #3 and #14 from the July 1997 lease carried with all ayes. The updated 25-year lease will be signed by the club and Village at the next meeting.

GENERAL DEPARTMENT

A Kalepp/Shelton motion to approve Resolution #01-09-22 to recognize Curt Witynski and Gail Sumi of the WI League of Municipalities for their years of service carried with all ayes. A Shelton/Kalepp motion to approve the \$799 upgrade and three-year \$615 annual hosting, maintenance, and support contract with domain name for the Village website with Town Web carried with all ayes.

A Kalepp/Shelton motion to adjourn at **7:22 p.m.** carried with all ayes.

Ellen Niemi, Village Clerk

*** These minutes are unofficial and will be formally approved at the next regular board meeting***

*** Next regular board meeting is scheduled for **Monday, October 10, 2022, at 6:30 p.m.** ***