

Village of Withee

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The Village of Withee Board met on December 9, 2024, in the Municipal Building, Conference Room, at 6 pm for the regular board meeting.

ROLL CALL-President Lindgren called the meeting to order. Roll call was answered by Trustees Lindgren, Shelton, Mueller, and Kalepp. Trustee Kroeplin arrived at 6:04 pm. Clerk Niemi recorded the minutes. Also, present were Cindy Cardinal, DPW Derek Schad, Larry T. Klabon, Pat Esker of Esker Properties, LLC, and Kianna Lindh, MSA Community Development Administrator.

MINUTES-A Shelton/Kalepp motion to approve the minutes for the 11/11/2024 regular meeting, 11/11/2024 budget meeting, and 12/04/2024 budget hearing carried with all ayes.

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

PAYMENT OF BILLS-A Shelton/Mueller motion to approve paying the General Account checks 37040 thru 37083, Water Account checks 7450 thru 7459, and Sewer Account checks 2599 thru 2600 and online payments as presented carried with all ayes.

PAYROLL REPORT- The board reviewed the employee time cards and payroll report.

COMMUNITY INPUT-There was no community input.

COMMITTEE REPORT-There were no reports.

TID#2-Kianna Lindh from MSA presented a cash flow analysis for TID#2 which projected increasing the value increment based on the new development from Esker Properties, LLC with the current mill rate of \$16.90 per \$1,000, increasing the annual tax increment, adjusting the existing debt service based on auditor input, and proposing a \$8,400 annual PAYGO tax rebate for six years. The analysis included extending the TID with a 3-year standard extension and a 3-year technical school extension. A Shelton/Kroeplin motion to approve the expenditure of a PAYGO incentive with Esker Properties, LLC of a tax rebate of \$8,400 annually for six years beginning in 2027, contingent on the construction of a 100'x195'x32' building with an 80'x20'x16' link building assessed at just over \$1 million, completed within the TID #2 project locations boundaries by 12/31/2025 carried with all ayes. The developer's agreement will be drafted by MSA and reviewed by the Village Board, Village Attorney, and developer for approval.

LIBRARY BOARD MEMBERS-A Kalepp/Mueller motion to approve the appointment of Nichole Hougard to the Withee Library Board carried with all ayes. A Kalepp/Mueller motion to approve the appointment of Linda Barna to the Withee Library Board carried with all ayes. Hougard and Barna fill the positions vacated by Alicia Wilson and Nancy Amacher.

POLICE REPORT-Trustee Shelton reported on the 12/03/2024 police committee meeting: police log, Crown Vic getting new intake valve, K-9 Jimmi is healthy and recertified, used car for Officer Sheffler with excess police funds fully equipped for \$20,000, and quotes for garage. A Shelton/Kalepp motion to approve the hire of Officer Sheffler carried with all ayes. A Kalepp/Kroeplin motion to approve the police accounts payable from 07/02/2024-12/04/2024 carried with all ayes.

DEPARTMENT OF PUBLIC WORKS-A Kropelin/Shelton motion to use the \$365.80 income from scrap metal for new molding to weatherize around the shop doors carried with all ayes. A Shelton/Mueller motion to increase the sewer volume fee 3% to a charge of \$11.15 per thousand gallons and raise the user fee to \$3.04 per

thousand gallons effective January 1, 2025, carried with all ayes. A Shelton/Kalepp motion to approve the B&M quote for \$6,007.00 for a VFD for the high service pump carried with all ayes. SEH (\$5,500) and Cedar Corporation (\$4,000) submitted bids for the chemical pump system for dosages, pump sizing, and DNR paperwork. SEH designed the water plant and understands the system. A Shelton/Kroeplin motion to approve the \$5,500 quote for SEH to prepare the correct sizing, dosages, and DNR paperwork for the chemical pump carried with all ayes.

GENERAL DEPARTMENT-The clerk reviewed the 2024 year-to-date budget with the board, highlighting excess spent than budgeted such as the street overlay, culverts, shouldering, office printer, furnace, small mower, and abatement which were covered with savings. A Kroeplin/Mueller to approve the year-to-date budget carried with all ayes. The Withee portion of funds available at the O-W Area Development Corporation for any Withee business to borrow is \$25,741. The last time a loan was taken from those funds was in March 2020. The trustees discussed whether they still wanted to put the \$5,000 designated in the 2024 budget into the business loan fund. A Kalepp/Shelton motion to amend the 2024 budget line item for Economic Development Loan and use that \$5,000 to pay for the developer's agreement between the Village of Withee and Esker Properties, LLC carried with all ayes. A Kalepp/Shelton motion to pay a principal payment of \$16,000 on the endloader loan from budgeted debt service funds carried with all ayes. A Kroeplin/Kalepp motion to approve the operator license for Kristine Kodl carried with all ayes. A Kalepp/Kroeplin motion to give the full-time employees a \$50 Christmas gift and part-time employees a \$25 Christmas gift carried with all ayes. A Shelton/Kroeplin motion to approve the 2025 employee wage and benefit schedule as presented carried with all ayes.

A Kalepp/Kroeplin motion to adjourn at **6:48 pm** carried with all ayes.

Ellen Niemi, Village Clerk

*** These minutes are unofficial and will be formally approved at the next regular board meeting, which is scheduled for **Monday, January 13, 2025, at 6:30 pm** ***