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CASSVILLE VILLAGE BOARD MEETING  
Minutes  
Municipal Building, Village Board Room  
November 13, 2018 at 7:00 p.m.

A meeting of the Village Board of Trustees of the Village of Cassville was held on November 13, 2018 at 7:00 p.m. in the Board room of the Cassville Municipal building.

Williams called the meeting to order at 7:00 p.m. and Clerk Schmitz recorded the minutes. Roll call: Hampton, Harbaugh, Hauk, Lau, Ploessl, Vogt, and Williams - present. Also present were: Village Clerk/ Tourism Coordinator -Jen Schmitz, Police Chief-Brent McDonald, Street Supervisor-Dion Nemitz, Utility Supervisor-Josh Mergen, Donna Thiesen, Jane Bernhardt, Delta 3 Engineering representative- Jordan Fure, Richard Markham, Susan Krause, Isaac Okey, Kyle Klein, Kendra Rouse, Caden Kartman, and Moria Kasper-Thiesen. Counsel Present: Daniel Glass.

A quorum of trustees was present, and the meeting, having been duly convened, was ready to proceed with business.

Hampton made a motion to approve the minutes of the October 8th meeting, second by Hauk; motion carried. A motion was made by Hauk to approve the vouchers for payment, Harbaugh seconded it; motion carried.

President's Report:

Williams announced that Harbaugh, Lau, Vogt, and himself will be up for re-election in April 2019 and nomination papers will be available in the Clerk's office after December 1. Thank you correspondence from Linda Ralph and Linda Reed was shared with the trustees. Williams shared that the Trustees have been invited to Delta 3 Engineering's client appreciation event on Thursday, November 29 and that they should RSVP to the Clerk.

Water and Sewer (Hauk)

Utility Supervisor, Mergen provided an update on the electrical upgrade at the well stating the well has been pulled and the temporary service is in place. Hauk stated that they are reviewing a proposal from L.W. Allen regarding well No. 3 improvements.

Park (Vogt)

Vogt tabled the discussion regarding allowing leashed dogs in Riverside park.

Recreation/Library (Hampton)

Hampton reported that the Library is looking for volunteers during Santa's visit to the Library on the morning of Christmas in Cassville. Library Director, Maire McGunnis, has implemented a mobile library at the Cassville Meal Site. McGunnis has reserved all but one of the entertainers for the 2019 Summer Library program.

Streets (Harbaugh)

Harbaugh and Street Supervisor, Nemitz discussed winter parking on Catherine Street and on the hill of Mulberry Drive. Also discussed was water runoff from the downspouts from Cassville Heights

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apartments. Harbaugh will communicate the Village concerns with the Mulberry property manager concerning water runoff from the downspouts.

Buildings (Vacant)

Williams mentioned water runoff issues from the downspouts at the municipal building, and stated Jim Dean will look into resolving the issue.

Zoning, Licensing and Ordinances (Lau)

No report

Airport/Finance (Williams)

Williams stated that due to harvest, contractors have not been available to provide estimates for rebuilding the fencing.

Department Reports

Police (McDonald):

No report

Attorney (Glass)

No report

Street (Nemitz)

No report

Utility (Mergen)

No report

Tourism (Schmitz)

Schmitz provided copies of the monthly tourism report, budget, and schedule of events for "*Christmas in Cassville*" to all of the Board members. She stated the WGLR radio will be at the Municipal building for a live broadcast to promote "*Christmas in Cassville*" on Friday, November 16.

Clerk-Treasurer's Report (Schmitz)

Schmitz mentioned the League of Wisconsin Municipalities conference is in June 2019, and stated that she will be asking for Board approval to attend during the December Board meeting. The financial report was presented as follows: Village cash on hand after vouchers \$1,901,325 and Utility cash on hand after vouchers \$284,128. Lau made a motion to accept the financial report as presented, with a second by Hampton; motion carried.

Business for Board Consideration

Harbaugh made a motion to approve the 2019 Village and Utility budgets to include \$9,709 of levy carry forward funds, with a second by Hauk; motion carried. Roll call vote: Hampton-yes, Harbaugh-yes, Hauk-yes, Lau-yes, Ploessl-yes, Vogt-yes, and Williams-yes; motion carried.

Temperley Excavation Pay Application #5 for Bluff/Penn. Street Project was presented by Delta 3 Engineering, Jordan Fure. Fure stated that since the October Village board meeting Temperley has

completed the water main, storm sewer, rip rap, excavated the street, laid 3" breaker crushed aggregate, and stated they expect to be paving on Friday, November 16. Due to the cold temperatures Temperley will only be laying binder for the winter with the surface course in the spring of 2019. Temperley plans on plating the manholes for winter for the plow trucks. Augelli put in the curb last week and they insulated the curb in order for it to cure properly. Augelli plans to have driveways completed by Friday, November 16, which will also be insulated in order to cure properly. Hauk made a motion to approve the payment of \$107,855.31 as presented, with a second by Harbaugh; motion carried. Roll call vote: Hampton-yes, Harbaugh-yes, Hauk-yes, Lau-yes, Ploessl-yes, Vogt-yes, and Williams-yes; motion carried. Fure also requested approval from the Board to gather information to allow Delta 3 Engineering to quote recreating the Village zoning map in AutoCAD. Hauk made a motion to allow Delta 3 Engineering to gather information to quote recreating the Village zoning maps in AutoCAD, with a second by Hampton; motion carried.

Isaac Okey presented additional information for the dog park proposal originally presented by Kyle Klein, Kendra Rouse, Caden Kartman, Moria Kasper-Thiesen, and Sue Krause during the October Village Board meeting. Okey stated other municipalities have not had any liability issues within their dog parks. Discussion was held regarding proper signage and public policing of the proposed dog park. Sue Krause stated that the Cassville Lionesses are considering becoming active with the proposed dog park. Krause stated that the maintenance of the park is still part of their discussion. Krause stated that should the dog park be approved that they could possibly coordinate their fencing with the new airport fencing, which would comply with turtle safety concerns. The dog park group is aware that they will accept costs to include fencing, signage, and waste bags. Williams requested that the dog park group review the space at the end of the airport and provide an approximate size for the December Village Board meeting.

The Board was asked to consider changing the TDS internet and phone service at the Municipal building to a 150x40M fiber connection with a static IP phone system for an additional cost of approximately \$60/month. Schmitz stated that the change over to fiber internet will be required for the Tourism webcam at the Ferry landing and that the Cassville Tourism would be willing to pay the Village \$80/month for the service. Harbaugh requested that Schmitz request a quote from TDS for internet service at the Village shop location. Vogt made a motion to change the TDS internet and phone service at the Municipal building to a 150x40M fiber connection with a static IP phone system, with a second by Lau; motion carried.

Next the Board considered the 2019, 2020, 2021, and 2022 Village assessor's contract with Associated Appraisal Consultants. In October the Clerk's office reached out to Assessor, Angela Adams, who advised that the requested five year rate was very reasonable in her opinion. Adams also stated that it would not be feasible to get another Assessor for the Village within two months. On October 12, Schmitz emailed the Board the rates for a five-year maintenance agreement with Associated Appraisal Consultants, Inc. (2019 –\$5,800, 2020 – \$5,850, 2021 – \$5,900.00, 2022 – \$5,950, and 2023 – \$6,000), as well as a two year agreement (2019 – \$5,850 and 2020 – \$5,950). Hampton made a motion to approve the five-year maintenance option, with a second by Harbaugh; motion carried. Roll call vote: Hampton-yes, Harbaugh-yes, Hauk-yes, Lau-yes, Ploessl-yes, Vogt-yes, and Williams-yes; motion carried.

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TriCor insurance has offered cyber insurance for Village at a cost of \$992/year which would offer protection for the water, sewer, and well network, as well as protect against theft of community members information should the Village start ACH bill pay for water/utility bills online. Lau made a motion to approve the cyber insurance coverage at a cost of \$992/year, with a second by Hampton; motion carried. Roll call vote: Hampton-yes, Harbaugh-yes, Hauk-yes, Lau-yes, Ploessl-yes, Vogt-yes, and Williams-yes; motion carried.

Williams appointed Trustee Denise Ploessl to replace Dan Cooper on the following Village committees: Street, Water and Sewer, Buildings, Police sub-committee, Airport and the Safety. Harbaugh made a motion to appointment Trustee Denise Ploessl to replace Dan Cooper on all of Cooper's previous assigned committees, with a second by Hampton; motion carried. Roll call vote: Hampton-yes, Harbaugh-yes, Hauk-yes, Lau-yes, Ploessl-yes, Vogt-yes, and Williams-yes; motion carried. Williams appointed Isaac Okey to replace Carol Demert on the Fair Housing committee. Roll call vote: Hampton-yes, Harbaugh-yes, Hauk-yes, Lau-yes, Ploessl-yes, Vogt-yes, and Williams-yes; motion carried. Williams appointed Jen Schmitz to replace Marlene Esser on the Board of Review.

The Board was asked to consider Ordinance No. A-2018-05, an ordinance amending Chapter 3 of the Municipal Code relating to police and emergency management. Hampton made a motion to amend Chapter 3 of the Municipal Code relating to police and emergency management, with a second by Lau; motion carried. Roll call vote: Hampton-yes, Harbaugh-yes, Hauk-yes, Lau-yes, Ploessl-yes, Vogt-yes, and Williams-yes; motion carried.

The Board was asked to consider Ordinance No. A-2018-06, an ordinance amending Chapter 2 of the Municipal Code relating to officials. Hampton made a motion to amend Chapter 2 of the Municipal Code relating to officials, with a second by Harbaugh; motion carried. Roll call vote: Hampton-yes, Harbaugh-yes, Hauk-yes, Lau-yes, Ploessl-yes, Vogt-yes, and Williams-yes; motion carried.

The Board was asked to consider Ordinance No. A-2018-07, an ordinance amending Section 1.04 of the Municipal Code relating to order of business concerning Village Board meetings. Hampton made a motion to amending Section 1.04 of the Municipal Code relating to order of business, with a second by Hauk; motion carried. Roll call vote: Hampton-yes, Harbaugh-yes, Hauk-yes, Lau-yes, Ploessl-yes, Vogt-yes, and Williams-yes; motion carried.

#### Board Comments

Board members are still working on their individual feedback for an informational letter to Jack Oak residents regarding notification of repairing the airport fence.

There being no further business to come before the meeting, Lau made a motion to adjourn, second was made by Hauk; motion carried and the meeting was adjourned at 8:14 p.m.

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Respectfully submitted,  
Jen Schmitz, Village Clerk