

Village of Balsam Lake
Regular Meeting of Trustees
March 3, 2014
Village Hall 7:00 pm to 8:49 pm

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Unapproved Minutes

Meeting called to order by President Geno D'Agostino.

Members present: Geno D'Agostino, Vera Bollinger, Caroline Rediske, Josh Hallberg, Chris Sondrol, Keith Swenson.

Member absent: Jeff Reed.

Others present: Village Attorney Adam Jarchow, Darryl Ince, Jim Duncan.

Motion by Keith Swenson to approve the agenda as presented. Seconded by Vera Bollinger. All in favor. Carried.

Minutes from previous Village Board meeting were presented. **Motion by Keith Swenson to approve minutes as presented. Seconded by Caroline Rediske. All in favor. Carried.**

Monthly Fire Report presented by fire Chief Mark Anderson.

No monthly Police Report.

Monthly Library Report was presented by Linda Heimstead.

Monthly Chamber of Commerce Report presented by Chamber President Glen Jones.

Glen Jones stated the Chamber of Commerce has a design, material and labor to construct a portable concession stand for use in Pine Park. The Chamber is requesting assistance from the Village for electrical hookup and placement at the park. Board members questioned future maintenance of the stand. Jones explained the Chamber will assume ownership and will be responsible for all maintenance. Village Attorney Adam Jarchow will create a memorandum of ownership for the stand.

Extension of the current ambulance agreement for 8 additional days from April 1 through April 8th due to a delay in WWEMS and St. Croix Valley EMS closing consolidation was considered. **Motion by Chris Sondrol to extend the current ambulance agreement for 8 additional days. Seconded by Keith Swenson. All in favor. Carried.**

Ambulance Service Contract with St. Croix Valley Emergency Medical Services, Inc. was submitted for consideration and approval. The service contract will be in effect for a term of 3 years, commencing on April 8, 2104 and ending on December 31, 2016 at \$10.00 per capita. **Motion by Josh Hallberg to approve the Ambulance Service Contract as presented. Seconded by Caroline Rediske. All in favor. Carried.**

The assessment regarding Diers family property which is in the Unity Assessment area was brought before the board for consideration. Diers' family members and Gary Hines, representing the family requested the special assessment on the property for sewer/water be forgiven. The assessment of \$51,000 on 14.23 acres has made the property unsellable. It was explained that the utility lines run on the other side of the highway, not on the Diers property, there is no need for sewer/water service to the property and boring expenses would be considerable. Attorney Jarchow was consulted. **Motion by Keith Swenson to refer the issue to the Sewer/Water committee to research and make a recommendation to the Board. Seconded by Caroline Rediske. All in favor. Carried.**

Copy machine lease agreements from two companies were presented and discussed. **Motion by Caroline Rediske to approve the lease agreement submitted by EOJohnson for a 3 year lease at \$138.14 per month. Seconded by Vera Bollinger. All in favor. Carried.**

Street Committee report given by Keith Swenson.

The members of the committee discussed a parking issue on County Road I east of the new bridge. The committee recommends to the Board to amend Village Code Chapter 286-5 to restrict parking approximately 100' west of the bridge to Park Drive on the north and south sides of County Road I. **Motion by Josh Hallberg to amend Village Code Chapter 286-5 to restrict parking approximately 100' west of the bridge to Park Drive on the north and south sides of County Road I. Seconded by Vera Bollinger. All in favor. Carried.** Attorney Jarchow will create the amendment for publication and approval.

Park/Dam Committee report given by Caroline Rediske.

The committee discussed the possibility of the dam incurring expenses/repairs in the near future. Darryl Ince was consulted on the current status of the dam. It was examined in September of 2012 and all repairs were done and approved and at this time is in good order with routine maintenance. Members discussed the Dam Fund balance of \$77,733 and possibly capping the fund at \$100,000 or reducing the contributions in the future. The Dam Fund currently receives \$10,000 from the Balsam Lake Rehab and \$10,000 from the Village annually. Discussion was held regarding the final payment for the bridge project and utilizing the Dam Fund. The committee recommends to the Village Board for the 2015 Budget to have the BL Rehab and the Village each contribute \$5,000 to the Dam Fund and to transfer \$9,000 out of the 2014 Dam Fund to TIF 6.

Discussion was held on the recommendation to the Board. It was agreed to table the transfer of funds from the Dam Fund to TIF 6 and refer the item to the Finance Committee. It was also agreed to table the contribution recommendation at this time.

Sewer/Water Committee report was given by Josh Hallberg.

The committee discussed raising the sewer rates as the sewer utility is operating at a loss over \$51,000. The committee made a recommendation to the Board that the Sewer Utility base and volume rate charges be raised 5% per year for the next 3 years with a review upon year 4; effective this year as of April 1, 2014, year two effective January 1, 2015 and year three effective January 1, 2016. The Public Works Department is obtaining bids for the replacement of the booster station roof. The DNR Annual Water Audit was reviewed by the committee; all required action is completed with the Village in good standing.

Motion by Keith Swenson to raise the Sewer Utility base and volume rate charges 5% per year for the next 3 years with a review upon year 4; effective this year as of April 1, 2014, year two effective January 1, 2015 and year three effective January 1, 2016. Seconded by Chris Sondrol. All in favor. Carried.

Finance Committee report given by Josh Hallberg.

MSA to date has not provided information on the scope and cost to create a Revitalization Plan for the Downtown Re-development. Other options will be explored. The committee met with Police Chief Tom Thompson to discuss department operation expenses and budget. Use of the time clock was clarified.

Committee Meetings set for March

Park/Dam Committee	March 10, 2014	10:30 am
Smart Growth	March 10, 2014	11:00 am
Labor Committee	March 10, 2014	2:00 pm
Finance Committee	To Be Determined	
Sewer/Water Committee	To Be Determined	

Vouchers were presented to the Board. **Motion by Keith Swenson to approve vouchers as presented. Seconded by Caroline Rediske. All in favor. Carried.**

Treasurers Report was presented to the Board. **Motion by Caroline Rediske to approve the Treasurers Report as presented. Seconded by Keith Swenson. All in favor. Carried.**

Operators License Report was presented to the Board. **Motion by Caroline Rediske to approve Operators License # 771. Seconded by Keith Swenson. All in favor. Carried.**

Announcements: President Geno D'Agostino reminded the Board elections will be Tuesday April 1st and the next Board meeting will be on Monday April 7th.

7:50 pm: Motion by Caroline Rediske at to go into closed session under State Statute 19.85 Exceptions (1) for two reasons: A. 19.85 (1)(e). Deliberating or negotiating the purchasing of public properties, investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. B. 19.85 (1)(c). considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Seconded by Chris Sondrol. All in favor. Carried.

8:48 pm: Motion by Josh Hallberg to return to open session. Seconded by Caroline Rediske. All in favor. Carried. The Board will act in accordance with legal counsel advice rendered in closed session.

Motion to adjourn by Caroline Rediske. Seconded by Vera Bollinger. All in favor. Carried.

Mary Kjeseth, Deputy Clerk Treasurer
Adam Jarchow, Village Attorney