

Meeting called to order by President Jim Duncan.

Members present on roll call: Len Manning, Jamey Flaherty, Kellie Flaherty, Jim Duncan, Corby Stark, Aimee Newbauer and Jena Paquette.

Others present: Mark Anderson, Arlen Zigler, Peter Nelton, Angela Chandler, Linda Heimstead

Public Comments: None.

To consider and possibly act to approve the January 8<sup>th</sup>, 2024 Regular Board Meeting Agenda. **Motion by Len Manning to approve the January 8<sup>th</sup>, 2024 Regular Board Meeting Agenda. Second by Corby Stark. All in Favor. Carried.**

To consider and possible act to approve December 4<sup>th</sup>, 2023 Regular Board meeting minutes and December 12<sup>th</sup>, 2023 Special Board meeting minutes. **Motion by Jamey Flaherty to approve the December 4<sup>th</sup>, 2023 Regular Board meeting minutes and December 12<sup>th</sup>, Special Board meeting minutes. Second by Len Manning. All in Favor. Carried.**

Discussion and possible action regarding June Berry Park improvements for 2024, Peter Nelton. Mr. Peter Nelton was in attendance. Mr. Nelton highlighted three areas of interest within June Berry Park that could use improvements in 2024. One improvement to June Berry Park Mr. Nelton highlighted was installing large flowerbed on the east side of the park further enhancing the park as you drive into town on County Road I. Mr. Nelton suggested installing up to seven hibiscus plants and three boulders and the mulch used should be of the honey gold variety. The Second improvement Mr. Nelton highlighted would be to replace the hibiscus plants in the two smaller flowerbeds within June Berry Park as the plant health is significantly stunted. The third recommended area for improvement for June Berry Park in 2024 Mr. Nelton shared would be to remove some bushes and to plant a large 15-foot-tall maple tree. Mr. Nelton stated he would pay for the maple tree if the Village Crew would plant it. Jim Duncan stated these requests would be added to the next parks committee agenda. Jim Duncan also shared that he spoke with a family who wanted to plant a memorial tree in June Berry and they are no longer able to do so. Mr. Nelton stated that should also be added to the parks committee meeting to further discuss the possibilities of planning two black hills spruce in June Berry Park.

Discussion and possible action regarding Village trail improvements and signs, Chris Sondrol. **Motion by Kellie Flaherty to table agenda item until the February Board meeting. Second by Corby Stark. All in Favor. Carried.**

Fire Chief Report given by Mark Anderson. This past month there were eleven rescue runs and no fire calls. Two fire department members participated in youth development events by reading to elementary students and plan on attending the upcoming career fair at Unity School. The Fire Department is also planning educational training for volunteers.

Discussion and possible action regarding Polk County Bee Keepers request to use meeting room. **Motion by Kellie Flaherty to allow the Polk County Bee Keepers use of the Police meeting room one day a month from February through October 2024. Second by Aimee Newbauer. All in Favor. Carried.**

Discussion and possible action regarding Polk County Bee Keepers request to place Bee Hives on Village property for community outreach and educational purposes. **Motion by Kellie Flaherty to**

**approve the Polk County Bee Keepers having up to two bee hives on village owned property located near the Municipal Building. Second by Aimee Newbauer. All in Favor. Carried.**

Library Director Report given by Linda Heimstead. This past month the library hosted Endeavors Day Friends, held Create and Connect programs, held a book give way event, read books for the HeadStart classrooms, participated in chamber events, and held story time sessions. The director also noted that they will be holding a glass etching class. The director also distributed an observation report that was conducted by CIL regarding the library accessibility.

Chamber of Commerce Report was given by Angela Chandler. Currently the Chamber is seeking a new vice president. Winterfest planning is underway. With the ice conditions, the Chamber is seeking ways to hold events throughout town. More information to come.

To consider and possibly act to approve Temporary Class B Beer License- BLCC for Winterfest 2024. Winterfest will take place from February 2<sup>nd</sup>, 2024 through February 4<sup>th</sup>, 2024. **Motion by Aimee Newbauer to approve Temporary Class B Beer License- BLCC for Winterfest taking place February 2<sup>nd</sup>, 2024 through February 4<sup>th</sup>, 2024. Second by Jamey Flaherty. All in Favor. Carried.**

Discussion and possible action regarding use of Village owned property for Winter Fest. **Motion by Len Manning the Chamber can host Winterfest events on Village owned property South of the municipal building with work with the Director of Public Works before the event. Second by Corby Stark. All in Favor. Carried.**

Discussion and possible action regarding special board meeting request policy for 2024. Jim Duncan noted each year businesses fail to turn in their liquor license renewal paperwork on time. Each year in June, the trustees hold a special board meeting to review licenses for businesses so they can be in operation for the 4<sup>th</sup> of July. **Motion by Kellie Flaherty moving forward each business or applicant shall pay \$200.00 if they need to have a special board meeting. Second by Len Manning. On Roll Call: Corby Stark, yes; Aimee Newbauer, yes; Jena Paquette, yes; Len Manning, yes; Kellie Flaherty, yes; Jim Duncan, yes. Carried.**

Discussion and possible action regarding Lucky 7 General Store sign. Many community complaints have been heard by Village Trustees regarding how bright the new gas station sign is. Concerns regarding the fluctuation of the new gas station sign has also been discussed. Ben Campbell the Village Zoning and Building administrator emailed a response to the concern. In riving by he has not seen the new sign rotate or has he seen it flash. The sign can fluctuate, but not flash or blink. If citizens have concerns and take a video of the sign, he would review and address according to the violation. Currently there is no ordinance restricting the brightness of signs within the village. No motion was made, but Jim Duncan will work with the Clerk to contact the business owner to see if the gas station lights can be dimmed after a point of day.

Streets and buildings committee report was given by Corby Stark.

To consider and possibly act to approve Johnson Controls Developers Agreement for HVAC upgrades. **Motion by Len Manning to approve the Johnson Controls Developers Agreement for HVAC upgrades costing \$31,325.00. Second by Aimee Newbauer. On Roll Call: Corby Stark, yes; Aimee Newbauer, yes; Jena Paquette, yes; Len Manning, yes; Kellie Flaherty, yes; Jim Duncan, yes. Carried.**

Discussion and possible action to install a public parking sign for new Village parking lot. **Motion by Corby Stark to install a public parking signs with parking restrictions for the new parking lot. Second by Jena Paquette. All in Favor. Carried.**

Discussion and possible action regarding hiring a commercial property agent for sale of Village owned Property in the industrial park. Will be sent to the Streets & Buildings Committee for further discussion.

Labor Committee report was given by Jamey Flaherty.

To consider and possibly act to hire Luana Kuehn for Deputy Clerk Treasurer. **Motion by Aimee Newbauer to hire Luana Kuehn as the Deputy Clerk Treasurer starting at \$20.00 an hour with an increase to \$21.00 an hour after a performance review with the Labor Committee. Second by Jena Paquette. All in Favor. Carried. An oath of office was conducted and Luana Kuehn was sworn into her new position as Deputy Clerk Treasurer.**

To consider and possible act to approve leave of absence for Luana Kuehn from January 29<sup>th</sup>- March 4<sup>th</sup>, 2024. Luana Kuehn was upfront with the labor committee during the interview process regarding this leave request. **Motion by Jena Paquette to approve a leave of absence for Luana Kuehn from January 29<sup>th</sup>, 2024 through March 4<sup>th</sup>, 2024. Second by Aimee Newbauer. All in Favor. Carried.**

Discussion and possible action regarding tree in Pine Park. Contact was made with business who would carve the tree in pine park. The board reviewed some examples of tree art and will discuss the design at the next Parks Committee meeting.

To consider ad possibly appoint election inspectors for 2024. The list of election inspectors for 2024 were reviewed and there were no objections from the Board.

To consider and possibly act to approve December 30<sup>th</sup>, 2023 Treasurers Report. **Motion by Corby Stark to approve the December 30<sup>th</sup>, 2023 Treasurers Report. Second by Aimee Newbauer. All in Favor. Carried.**

Building Permit Log Report. No report submitted or reviewed. One will be submitted for the February Board Meeting.

**January Meetings: Monday 22<sup>nd</sup>, Parks Committee @ 4:00 p.m., Streets & Building Committee @ 5:00 p.m., Water/Sewer/M&E Committee @ 5:30 p.m., Labor Committee @ 6:00 p.m.**

To consider and possibly act to go into closed session pursuant to Wisconsin Statute 19.85 exemptions (1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specific public business, whenever competitive or bargaining reasons require a closed session. Discussion with Scott Anderson regarding property withing the Village. **Motion by Corby Stark to go into closed session pursuant to Wisconsin Statute 19.85 exemptions (1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specific public business, whenever competitive or bargaining reasons require a closed session. Discussion with Scott Anderson regarding property withing the Village. Second by Jena Paquette. All in Favor. Carried.**

**Motion by Len Manning to go into open session. Second by Kellie Flaherty. All in Favor. Carried.**

**Motion by Jenna Paquette to adjourn. Seconded by Kellie Flaherty. Carried. 7:55 p.m.**

unapproved minutes

Amy VanDeBrake, Clerk Treasurer