

**VILLAGE OF WALWORTH  
REGULAR VILLAGE BOARD & ORGANIZATIONAL MEETING**

Monday, May 11, 2020, 6:00 p.m.  
Village Hall, 227 N. Main St., Walworth, Wisconsin

**MINUTES**

**Call to Order:** President Connelly called the virtual meeting to order at 6:01 p.m.

**Roll Call:** President Tom Connelly, Trustee Louise Czaja, Dan Mizialko, Kristi Reiersen, Pat McMahon, Bob Ball, Joan Sallee. Also Present: Clerk Treasurer Sabrina Waswo, Deputy Clerk Treasurer Lisa Rogers, DPW Tim Boss, Police Chief Ryan Milligan

**Pledge of Allegiance**

**Approval of Minutes from Sept. 16, 2019 Special Board, Oct. 14, 2019 Regular Board, Oct. 30, 2019 Special Joint Board with Town of Walworth, Nov. 11, 2019 Regular Board, Dec. 9, 2019 Regular Board.** Czaja/Reiersen motion to approve the minutes as presented.

Roll Call: T. Connelly, L. Czaja, D. Mizialko, K. Reiersen, P. McMahon, J. Sallee, B. Ball voting “yes.” Unanimously carried.

President Connelly congratulated newly elected Trustees Joan Sallee and Bob Ball.

**April 2020 Financial Reports – Village and Water/Sewer Budgets**

The board reviewed the financial reports.

**April 2020 Village and Water/Sewer Payables**

Czaja/Sallee motion to approve the 2020 payables.

Roll Call: T. Connelly, L. Czaja, D. Mizialko, K. Reiersen, P. McMahon, J. Sallee, B. Ball voting “yes.” Unanimously carried.

**Comments from Citizens Present: Any item presented to the Village Board by a citizen will be heard and may be placed on the next regular meeting’s agenda.**

Kelly Freeman would like the village to consider landscaping in front of village hall.

Ron Paulson, 132 Bonito St., commented on board minutes being completed in a timely manner. He asked about updates on the sidewalks, noting Bonito and High Streets are dangerous without sidewalks. Trustee Czaja replied they have discussed it at length at committee.

**Communication and Miscellaneous Business – Discussion, Consideration, and Action on the following:**

**Senior Graduation Acknowledgment Parade – Application Decision**

The May 31<sup>st</sup> parade is being put on by a private citizen, not the high school. Discussion followed on the safety of the parade during the pandemic and guidelines. All participants will be in their vehicles and traffic rules still apply. Attorney Lochowicz noted if the board approves, this would still be subject to any additional orders the governor would enact.

Sallee/Czaja motion to approve the application subject to the restriction that if there is a change in the Governors order, the board reserves the right to rescind or make changes to the application and all rules of the road will be adhered to. CT Waswo pointed out the \$25 fee was not paid. The applicant stated she is

not requesting the fee be waived and will pay the fee. Chief Milligan said there would not be any extra cost associated with the parade.

Roll Call: T. Connelly, L. Czaja, D. Mizialko, K. Reiersen, P. McMahon, J. Sallee, B. Ball voting “yes.” Unanimously carried.

## **COVID-19 Update**

### **General update for Walworth**

This is an ever evolving situation. Today the Governor relaxed laws for small businesses across the state. President Connelly thanked the Police Department. They have done an excellent and professional job in maintaining the order and treating all businesses fair and equitably.

### **Resolution 2020-2, a Resolution Repurposing the 2019 Borrowing for Roadwork**

There were extra funds in 2 roadwork projects from 2018 and 2019 carryovers. When we borrow funds, they are designated for specific purposes. Therefore, we need to do a resolution to repurpose them to recognize use of those funds.

Czaja/Mizialko motion to approve Resolution 2020-2, a Resolution Repurposing the 2019 Borrowing for Roadwork.

Roll Call: T. Connelly, L. Czaja, D. Mizialko, K. Reiersen, P. McMahon, J. Sallee, B. Ball voting “yes.” Unanimously carried.

### **Resolution 2020-3, a Resolution carrying forward the 2019 Borrowing for use in 2020**

This is the remaining amount of borrowing from 2019 unfinished projects.

Czaja/Reiersen motion to approve Resolution 2020-3, a Resolution carrying forward the 2019 Borrowing for use in 2020.

Roll Call: T. Connelly, L. Czaja, D. Mizialko, K. Reiersen, P. McMahon, J. Sallee, B. Ball voting “yes.” Unanimously carried.

### **Village 2020 Budget Reduction - Discussion Only**

President Connelly showed a recent article from the City of La Crosse. Economically some villages are looking at huge deficits in revenue. The village does not have those specific kinds of revenue. Most of our revenue is state shared revenue and property tax. At the moment, those numbers have not changed but he would expect those to change in 2021. To be prepared he would like to talk about a budget reduction for all department heads. He wants to know what a 3% reduction would look like for each department. Looking to be creative in the budget to be proactive, not reactive. Trustee Czaja has been attending the League roundtable discussions. They are anticipating a 1% increase in state shared revenue and possibly loosening up on the levy limit laws. The Board of Commissioners of Public Lands has monies available to finance municipal projects.

### **Wolf Paving Howard Street Black Top Proposal**

DPW Boss stated there are needed repairs of underground structures. Now would be the time to resurface the remaining section of Howard and Glen. Proposal is for \$24,640 from Wolf Paving. There is money from the borrowing. Originally they were thinking of paving N. Fifth Street but want to wait till the spring to determine what road to pave.

McMahon/Mizialko motion to approve \$24,640 Wolf Paving Howard Street Black Top Proposal

Roll Call: T. Connelly, L. Czaja, D. Mizialko, K. Reiersen, P. McMahon, J. Sallee, B. Ball voting “yes.” Unanimously carried.

## **Odling Construction Howard Street Storm Sewer/Culvert Replacements and Sewer Manhole Adjustments Proposal**

Czaja/McMahon motion to approve Odling Construction proposal for Howard Street Storm Sewer/Culvert Replacements and Sewer Manhole Adjustments not to exceed \$14,525.

Roll Call: T. Connelly, L. Czaja, D. Mizialko, K. Reiersen, P. McMahon, J. Sallee, B. Ball voting “yes.” Unanimously carried.

## **Water Tower Repair**

These repairs were mandates the DNR wanted in January. The repairs consisted of an overflow elbow on the bottom and putting a rubber boat with screening around the top hatch of the tower.

## **Toynton Park Kitchen Bathroom Remodel Update**

The remodel has been finished and looks very nice. Trustee Czaja thanked Public Works and all the organizations that donated.

## **Cancellation of June Park Reservations**

The village is not cancelling any park reservations at this point but are relying on guidance from the state.

## **Concept Plan – 24/7 Fire Rescue Fire/EMS Services**

Emergency Services has been working on a concept plan for 24/7 Fire and Rescue services. The service area is the Village of Darien, Town of Darien, Village of Sharon, Town of Sharon, Village of Walworth, and Town of Walworth. There would be costs involved and each municipality would have to go to referendum. It is independent of the current contracts with the Town of Walworth.

## **Walworth County Code of Ordinances Regarding Penalty on Delinquent Taxes**

This is informational. The County was looking at giving the taxpayers some relief. However, it would create serious consequences at the local level.

## **Standing Committee Recommendations & Reports – Discussion and Action on the following:**

**Finance: Meeting Update** – The committee met to discuss FWWPCC items.

**General Services: Meeting Update** – No Meeting Held.

**Public Works: Meeting Update** – Meeting later this month.

## **Commission and Special Committee Reports: Discussion, Consideration, and Action on the following:**

**Plan Commission** – No Meeting Held.

**FWWPCC: Meeting Update**

### **a. Phosphorus Reduction Project**

- i. Strand Associates Agreement for the Clean Water Fund and Pilot Program Loan Application Services**
- ii. Clean Water Fund Loan Application Invoice**
- iii. Strand Design Service Agreement**
- iv. Sewer Rate Increase and Baker Tilly Engagement Letter**

We are the first municipality in the state to apply for the Pilot Program Loan to fund half the sewer plant phosphorus removal project. Unfortunately, the Strand agreement was not budgeted, and we have an estimate for \$12,000. This application is expensive but there is a

lot of information that needs to be gathered. President Connelly is disappointed as he asked Brad Lake last year if we needed to budget in 2020 for any expenses and he stated no. President Connelly feels some of these items should be paid for out of the Commission. As part of this application, Brad Lake will advise the board on a sewer rate percentage increase. We will look at this at Finance and by next month will vote on a sewer rate increase to cover the principal and interest payments on these 2 loans. The hang up is the Pilot Program since the DNR does not have the application ready. Baker Tilly does not have to do the whole rate case on the sewer side, but we may look at that next year. The auditors think we should build into the rate some of these extra expenses that were not budgeted, such as the Strand contract and the Quarles and Brady bond issue. Trustee Czaja noted Strand's draft proposal and scope of service does not list anything related to the rate increase. Connelly noted Brad Lake was pretty specific that this is included.

President Connelly also spoke with Mark Kolczaski from Baxter Woodman on a second quote for filling out the applications. Mark's feeling was to stay with Strand since they designed the project. Czaja questioned a timeframe and noted we had misinformation at the beginning. Connelly stated the Clean Water Fund loan will most likely close at the end of next month. Strand's perspective is this draft agreement for preparing both applications is the most critical next step. We also need to find some interim financing until the pilot loan is funded. The Village of Walworth's obligation is 22%, Village of Fontana - 49.7%, Kikkoman - 28.3%. Our total portion of the project is \$730,000 but does not take into account the 15% expected grant based on median household income of \$109,500. The remaining amount of \$620,000 will be funded half by the Clean Water Fund loan and half by the Pilot Program loan. Trustee Czaja is not happy with the communication breakdown and is in favor of asking FWWPCC for reimbursement. Connelly noted this is state mandated with a deadline of November 15<sup>th</sup> to have a plan in place or project implemented.

McMahon/Ball motion to approve the draft contract not to exceed \$12,000 subject to Strand providing as part of the contract a suggested rate increase to cover principal and interest payments.

Roll Call: T. Connelly, D. Mizialko, K. Reiersen, P. McMahon, J. Sallee, B. Ball voting "yes" and L. Czaja voting "no." Motion carried 6 to 1.

Czaja/Connelly motion to approve, with consideration of the additional fees for the grant application and for the increased sewer rate fees through the contract with Strand, the commission be asked to provide payment from their replacement fund account or whichever account they see fit.

Roll Call: T. Connelly, L. Czaja, D. Mizialko, K. Reiersen, P. McMahon, J. Sallee, B. Ball voting "yes." Unanimously carried.

McMahon/Sallee motion to authorize President Connelly to contact First National State Bank and Town Bank for a Letter of Credit for the interim financing.

Roll Call: T. Connelly, L. Czaja, D. Mizialko, K. Reiersen, P. McMahon, J. Sallee, B. Ball voting "yes." Unanimously carried.

**Emergency Government:** No update.

**Library Board:** The board has not met. Director Sorrentino has started curbside pickup 2 days a week.

## **Discussion, Consideration, and Action on Village Appointments**

### **Standing Committee Appointments**

- a. **Public Works:** Connelly would like to appoint Louise Czaja, Pat McMahon and Dan Mizialko to Public Works, and appoint Louise Czaja as chair.
- b. **General Services:** Connelly would like to appoint Dan Mizialko, Kristi Reiersen and Joan Sallee to General Services, and appoint Kristi Reiersen as chair.

**Finance Committee:** Connelly would like to appoint Tom Connelly, Louise Czaja, and Kristi Reiersen to Finance Committee.

- c. **Personnel Committee:** Connelly would like to appoint Pat McMahon, Bob Ball, and Kristi Reiersen to Personnel Committee. This committee will select their own chair at the first meeting.

Connelly/Czaja motion to approve the standing committees and chairs as discussed.

Roll Call: T. Connelly, L. Czaja, D. Mizialko, K. Reiersen, P. McMahon, J. Sallee, B. Ball voting “yes.” Unanimously carried.

### **Boards, Commissions, and Committee Appointments**

- a. **Board of Review:** Connelly would like to appoint President and Clerk by ordinance, Louise Czaja, Dan Mizialko, Kristi Reiersen, and Pat McMahon (Alternate) to the Board of Review.
- b. **Zoning Board of Appeals:** No appointments needed as no terms expired this year.
- c. **Plan Commission:** Connelly would like to reappoint Nathan Hagan. There is still one seat open.
- d. **Board of Health:** Connelly stated it was questioned earlier in the year if we need a Board of Health. We feel having a Health Officer is enough to satisfy the statutes. In the meantime, he is appointing Bob Ball and reappointing Deana Courier, Kelly Kelley, and Renee Zembal.
- e. **Community Chest:** Connelly noted Barb Paulson does not want to serve anymore. He is appointing Tracey Scott. This leaves an open spot.
- f. **Library Board:** Connelly noted Library Board would like to appoint Renee Torrez. This replaces Sarah Austin’s spot. He is also reappointing Lauren Asplund.
- g. **Emergency Government Committee:** Connelly’s intention is to appoint Chief of Police Ryan Milligan, Fire Chief David Austin, Rescue Chief David Austin, Julie Lohse (Citizen) and Joan Sallee (Trustee) to the Emergency Government Committee.
- h. **Fontana Walworth Water Pollution Control Commission:** Connelly would like to reappoint himself, Pat McMahon, LeRoy Nordmeyer, and Peter Kahl to FWWPCC.

Connelly/McMahon motion to approve the appointments to the Boards, Commissions, and Committees.

Roll Call: T. Connelly, L. Czaja, D. Mizialko, K. Reiersen, P. McMahon, J. Sallee, B. Ball voting “yes.” Unanimously carried.

## **Village Official Appointments**

- a. **Deputy Clerk Treasurer:** CT Waswo recommended reappointment of Lisa Rogers.
- b. **Assessor:** Connelly's intention is to reappoint Accurate Appraisal LLC as the Assessor.
- c. **Attorney:** Connelly's intention is to reappoint Lochowicz and Venema LLP as the Village Attorney.
- d. **Engineer:** Connelly's intention is to reappoint Baxter Woodman as the Engineer.
- e. **Health Officer:** Connelly's intention is to appoint Dr. Deana Courier as the Health Officer.
- f. **Weed Commissioner:** Connelly's intention is to reappoint Tim Boss as the Weed Commissioner.
- g. **Building Inspector:** Connelly's intention is to reappoint Ellis Border, Clearline Inspections LLC as the Building Inspector.
- h. **Zoning Administrator:** Connelly's intention is to reappoint Ellis Border, Clearline Inspections LLC as the Zoning Administrator.
- i. **Forester:** Connelly's intention is to reappoint Jason Gerdes as the Village Forester.
- j. **Nursery Consultant:** Connelly's intention is to reappoint Jason Gerdes as the Nursery Consultant.

Connelly's intention is to keep Rescue Chief, Fire Chief, and Emergency Government Director as David Austin.

Connelly/Czaja motion to approve the Village Official appointments.

Roll Call: T. Connelly, L. Czaja, D. Mizialko, K. Reiersen, P. McMahon, J. Sallee, B. Ball voting "yes." Unanimously carried.

**Building Ad Hoc Committee and Appointments** – This committee has been disbanded.

**Park Commission / Committee** – We need some sort of action by the board to reinstate the Park Commission or repeal the ordinance. We can discuss this at a subsequent date.

### **Closed Session**

To consider a motion on whether or not to conduct a closed session in accordance with Wis. Stats. 19.85(1)(e); Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session related to Village of Walworth / Town of Walworth Fire/Rescue Contracts.

Czaja/Sallee motion to go into closed session at 8:35 p.m.

Roll Call: T. Connelly, L. Czaja, D. Mizialko, K. Reiersen, P. McMahon, J. Sallee, B. Ball voting "yes." Unanimously carried.

### **Open Session**

Return to open session pursuant to Wisconsin Statutes 19.85(2) and take action on any items discussed in closed session

Czaja/Ball motion to return to open session at 8:48 p.m.

Roll Call: T. Connelly, L. Czaja, D. Mizialko, K. Reiersen, P. McMahon, J. Sallee, B. Ball voting “yes.”  
Unanimously carried.

President Connelly will draft a letter in response to the inquires by the Town asking for more detail in writing of what they would like and also indicating generally that this board feels there is not enough time to reach an agreement prior to the August 31<sup>st</sup> deadline.

### **Adjournment**

Czaja/Ball motion to adjourn at 8:48 p.m.

Roll Call: T. Connelly, L. Czaja, D. Mizialko, K. Reiersen, P. McMahon, J. Sallee, B. Ball voting “yes.”  
Unanimously carried.

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Sabrina Waswo, Clerk Treasurer