

**VILLAGE OF WALWORTH  
REGULAR VILLAGE BOARD**

**Monday, August 10, 2020, 6:00 p.m.**

***\*Walworth Memorial Library, 525 Kenosha St., Walworth, WI\****

**MINUTES**

**Call to Order:** President Connelly called the 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: Attorney Venema, Clerk Treasurer Sabrina Waswo, Deputy Clerk Treasurer Lisa Rogers, Police Chief Ryan Milligan, Fire/Rescue Chief David Austin, Monica Tomasello.

**Pledge of Allegiance**

**Approval of Regular and Special Board Minutes from June 8, July 6, and July 13, 2020**

Czaja/Sallee motion to approve the minutes with correcting July 6<sup>th</sup> to a Special Board Meeting.

Roll Call: Connelly, Czaja, Sallee, McMahon, Reiersen, Ball, Mizialko voting “yes.” Unanimously carried

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

The board reviewed the financial reports.

**July 2020 Village and Water/Sewer Payables including Additions**

Ball/McMahon motion to approve the payables as presented. 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.** None.

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

**Memorial Plaque for Logan Tomasello at Rotary Park**

Trustee Czaja said anything in the park should be referred to the Park or Plan Commission. McMahon made a motion to refer to the Plan Commission. There is a precedence as there are memorial signs in front of the fire station and on one of our trees. McMahon withdrew his motion. Monica Tomasello, mother of Logan, asked to place a plaque in Rotary Park in honor of her son as he loved playing hockey. The board requested a picture of what will be posted as well as the location.

Czaja/McMahon motion to approve the concept of a memorial plaque, design, and placement, subject to approval by Plan Commission. Unanimously carried.

**Resolution 2020-8, A Resolution Approving a Referendum Election Ballot Relating to Exceeding the Tax Levy for a Joint Agreement for FIRE/EMS Services**

There are 2 referendum options for a binding referendum on the November ballot. Option 1 is to increase the levy to cover the cost of the program. Option 2 covers the cost of the program, plus covers the cost of expected lost revenue. The contract would be with Metro to provide 2 Firefighter / Paramedic positions, 24 hours a day, shared between 6 municipalities.

Chief Austin explained the vehicle that transports is the one that bills and collects the revenue. This first year is a lot of unknowns. It’s difficult to know exactly how much revenue the village will collect and how much Metro will collect. He estimated a revenue reduction of \$51,000. This is half of what was collected in revenue in 2019. He noted different areas of potential savings, such as reducing on-call positions. Although what we are doing now, we are doing right. We are in a better position than others by having our members around. It may not be a good idea to reduce positions as we may be taking steps backwards. The ideal plan is that we pass the referendum including the cost of the service and expected revenue loss.

There are 6 entities participating in this program. If one entity or board does not pass, it's back to the drawing board. The Village of Walworth would not be able to participate as we would not have the funding. Trustee Czaja feels we should schedule a public hearing to answer the public's questions. Trustee Sallee pointed out we already had questions answered at the last meeting the Chief's attended. President Connelly said it is the Chief's job to present and market this to the public. Connelly is in favor of the project and feels it's a step in the right direction. Walworth County studied this for a long time and stated they are not going to do anything, it's on the local municipalities. This is the Chief's answering the call and trying to do something. Czaja feels the board is responsible to the public. Chief Austin plans on presenting an informational letter as a mass mailing to every resident in the community. In October we will include a frequently asked questions flyer with the fall raffle.

The Town of Walworth is having their own referendum. This program does not affect our contract with the Town of Walworth. The referendum is binding in the sense that we are using it for this specific purpose. The referendum question does state the purpose is for the service to these 6 entities. If it would fail in another municipality, we would no longer have the purpose so we would not be bound to tax for this service. The Village of Walworth is the only binding referendum. The Villages of Sharon and Darien have enough levy capacity to pay for the program but are conducting advisory referenda. If their referendums would fail, their boards can still approve the program. The Towns of Walworth and Sharon can call a special meeting of their electors to ask for an increase in their levies. They do not have to have a referendum to exceed limits the way that Villages and Cities do. The Town of Darien is choosing not to tax their residents for this service. They will simply be paying for the program out of their reserve accounts. If you go with Option 1, a \$200,000 house would see an increase in taxes of \$99.76. Option 2 would see an increase of \$146.35.

Connelly is in favor of adding the potential cost of lost revenue. He feels we need to go for a bigger amount. We are receiving a lot of value for these additional services. The cost of a dinner is the cost of a yearlong Fire/Rescue service. The Village of Darien will be the lead agent and provide the administrative functions of billing the communities. Trustee Reiersen feels we need to take a step forward. Our community is aging, and we need to be proactive. Trustee McMahan is in favor of Option 2.

McMahan/Reiersen motion to approve Resolution 2020-8, Option 2. The referendum question will read as follows:

*“Under state law, the increase in the levy of the Village of Walworth for the tax to be imposed for the next fiscal year, 2021, is limited to 0.719%, which results in a levy of \$1,591,280. Shall the Village of Walworth be allowed to exceed this limit and increase the levy for the next fiscal year, 2021, by a total of 10.07%, which results in a levy of \$1,751,464, and shall the Village of Walworth be allowed to exceed this limit and increase the levy for fiscal years 2022 by \$3,275.51, and 2023 by \$3,373.78 for the establishment and maintenance of a third-party contract for full-time paramedic-level Emergency Medical Service provision in the Village of Darien, Town of Darien, Village of Sharon, Town of Sharon, Village of Walworth, and Town of Walworth?”*

CT Waswo requested the amounts be rounded to the nearest dollar for year 2022 to \$3,276 and 2023 to \$3,374. The added costs in 2022 and 2023 are for the contract increases.

McMahan/Reiersen motion to amend the original motion to include rounding years 2022 and 2023 to the nearest dollar.

Roll Call: Connelly, Czaja, Sallee, McMahan, Reiersen, Ball, Mizialko voting “yes.” Unanimously carried

McMahan/Reiersen motion to approve Resolution 2020-8, Option 2, as amended.

Roll Call: Connelly, Czaja, Sallee, McMahan, Reiersen, Ball, Mizialko voting “yes.” Unanimously carried.

### **COVID-19 Update and General Update for Village of Walworth**

The state mandated a mask order through September. This supersedes the mask order at our public meetings.

### **2020-2021 R&R Insurance Renewal Proposal**

The renewal decreased by almost \$20,000 based on the 3 year average of the worker's compensation mod. There was a small increase in property values, but now we have full replacement value.

Ball/Czaja motion to approve premiums as presented for the R&R insurance renewal.

Roll Call: Connelly, Czaja, Sallee, McMahon, Reiersen, Ball, Mizialko voting "yes." Unanimously carried.

### **Unit Towers Update**

Currently there is no power box at the site. They are working on getting power to the location, and that is why we have not seen any construction. They are confident they will get it done this year.

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

### **Finance: Meeting Update**

#### **Quote from Foley & Lardner and Quarles & Brady for Bond Issue**

Czaja/Ball motion to go with Quarles & Brady for bond issue.

Roll Call: Connelly, Czaja, Sallee, McMahon, Reiersen, Ball, Mizialko voting "yes." Unanimously carried.

**Baxter Woodman Work Order for an Energy Audit in the amount of \$3,255 as part of the Fiscal Sustainability Plan Requirements.** This is in tandem with the FWWPCC project and is a requirement for the final Clean Water Fund Loan distribution. Baxter Woodman presented an energy audit work order for our 2 lift stations. Funds will come out of the utility budget. We are supposed to have an energy audit on file anyway.

Czaja/McMahon motion to approve payment of the \$3,255 work order prepared by Baxter Woodman.

Roll Call: Connelly, Czaja, Sallee, McMahon, Reiersen, Ball, Mizialko voting "yes." Unanimously carried.

### **Baxter Woodman Oak Knolls Operation and Maintenance Plan Update**

Public Works read through the plan but do not have the equipment to do it inhouse. They will carry this forward to their next agenda.

### **Capital Improvement Plan Proposals**

Finance reviewed a proposal submitted by Ehlers. We are going to wait till October to see if we have enough funds in the 2021 budget for a 5 year capital improvement plan with Ehlers. Trustee Czaja would like to get proposals from other consultants.

### **General Services: Meeting Update**

#### **Police Impound Enclosure**

Chief Milligan explained the fenced in area at Public Works was intended as an impound for towed vehicles.

For years it was never used for that purpose. DPW Boss is using it but has no issue giving it back to the Police Department. Chief Milligan said DPW can still use it; however, it will be secured by the police with a separate lock and barbed wire.

#### **Original 2020-2021 Operator's License applications filed by Shane Cullian, Ghanshyam Patel, Ashwinkumar Patel**

Reiersen/Sallee motion to approve the Original 2020-2021 Operator's License applications filed by Shane Cullian, Ghanshyam Patel, Ashwinkumar Patel

Roll Call: Connelly, Czaja, Sallee, McMahon, Reiersen, Ball, Mizialko voting "yes." Unanimously carried.

### **Public Works: Meeting Update**

**Adopting WI Rural Water Association Identify Theft Prevention Program Compliance Model (Red Flag Rules).** This is a recommendation of our audit firm. Public Works Committee recommends naming the compliance officers as the Clerk Treasurer, Deputy Clerk Treasurer, Public Works Director and the members of

the board listed as the governing body. This is a policy to address fraud and prevent misidentification of our utility clients.

Czaja/Reierson motion, based on the committee's recommendation, to approve the identify theft prevention program according to the compliance model put out by Wisconsin Rural Water Association naming the officers as contacts for the authorizing body.

Roll Call: Connelly, Czaja, Sallee, McMahon, Reierson, Ball, Mizialko voting "yes." Unanimously carried.

**Frodl Construction Contract replacing steel doors in bathrooms at pump station and Devil's Lane park, not to exceed \$3,328**

The doors at the pump station do not latch and the bathroom doors are generally hanging open. Received a proposal from Frodl Construction but unable to get another bid. Most of the cost is material, with labor of \$700. We have funds in the Wickstrom account. This should be split 50/50 with utility.

Czaja/McMahon motion to approve Frodl Construction in amount of \$3,328.

Roll Call: Connelly, Czaja, Sallee, McMahon, Reierson, Ball, Mizialko voting "yes." Unanimously carried.

**Park Permit Application filed by Geneva Lake West Rotary for use of Devil's Lane Park on Thursday, Aug. 27 with waive of fees request**

Trustee Czaja is delighted the Pavilion is being used weekly. Trustees Czaja and Ball painted the back wall. Czaja/McMahon motion to allow the Geneva Lake West Rotary use Devil's Lane Park on August 27<sup>th</sup> with fee waiver. Roll Call: Connelly, Czaja, Sallee, McMahon, Reierson, Ball, Mizialko voting "yes." Unanimously carried.

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

**Plan Commission: Meeting Update**

Public Hearing on Monday for Undercover Canvas. Monica Tomasello is presenting a plaque to be placed at Rotary Park in honor of her son. The Higbee building is getting a face lift and renovations. The 46 Tavern would like to do mural on the blue wall by King Dragon. There are nice investments happening downtown.

**FWWPCC: Meeting Update**

**Phosphorus Reduction Project**

We have another bump in the road on this project. The domes we received requests for proposals on was for only 1 dome, not 2. We have to replace both domes. This may come out of funds on hand from the replacement fund already established at the sewer plant. Connelly is questioning use of the contingency.

**Emergency Government Report**

Trustee Czaja is trying to gather figures for the Oak Knolls flooding from last October.

**Library Board: Meeting Update**

Everything is going smooth. They are making appointments to browse. People can call in to order books and they will be ready for pickup in the lobby.

**Clerk Treasurer Resignation, Advertisement to fill Vacancy, Temporary Contracted Services**

CT Waswo submitted her resignation effective August 22 with her last working day August 20. She has enjoyed her time with the Village and will miss her many excellent coworkers. She provided an updated job description and advertisement.

Ball/Sallee motion to accept the resignation of Clerk Treasurer Sabrina Waswo effective August 22, 2020.

Roll Call: Connelly, Czaja, Sallee, McMahon, Reierson, Ball, Mizialko voting "yes." Unanimously carried.

Sallee/Czaja motion to advertise to fill the Clerk Treasurer position.

Roll Call: Connelly, Czaja, Sallee, McMahon, Reierson, Ball, Mizialko voting "yes." Unanimously carried.

**Closed Session**

To consider a motion on whether or not to conduct a closed session pursuant to Wis. Stat. 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 for Clerk Treasurer Sabrina Waswo

Sallee/Ball motion to go into closed session at 7:28 p.m.

Roll Call: Connelly, Czaja, Sallee, McMahan, Reiersen, Ball, Mizialko 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

McMahon/Reiersen motion to go into open session at 8:26 p.m. Unanimously carried.

**Adjournment**

Reiersen/McMahon motion to adjourn at 8:26 p.m. Unanimously carried.

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Sabrina Waswo, Clerk Treasurer