

**MINUTES**  
**SPECIAL BOARD MEETING**  
**August 28, 2012**

Public Present: Glen Franzen, Taryn Nall

- 1) **Call to Order:** President Deschane called the meeting to order at 7:00pm
  
- 2) **Roll Call:**

Members present:	President John Deschane	Trustee Richard Kaminski
	Trustee Kurt Kostuch	Trustee Jo Di Volk
	Trustee Janis Porfilio	Trustee Duane Swanson
Members absent:	Trustee Shirley Keller	
Also present:	Marilyn L. Padgett, Clerk/Treasurer	

Pres. Deschane declared a quorum present for the meeting.
  
- 3) **Northstar Subdivision Lots:** Pres. Deschane reported that George Gocht proposed to trade 3 lots in North Star Subdivision behind Paul Kuebers' house to the village in exchange for a utility extension project, which Glen Franzen estimated at approximately \$65,000.00. Board members were not interested in pursuing this proposal.
  
- 4) **WWTF Project – Kaempfer & Assoc.:** Taryn Nall of Kaempfer & Associates presented an engineering contract for proposed wastewater treatment plant improvements, which are outlined in the utility long range plan. Under the contract Kaempfer would design all desired modifications and then the village could choose which they would like to complete and defer others to a future date. Kaempfer would then apply for Clean Water Funding for the selected projects and engineering fees would be reimbursed if the project was approved for funding. Taryn noted that the current facility, which his firm designed in 1993 is working very well, but is 20 years old and some equipment should be replaced, updated and/or refurbished. Motion by Trustee Volk, seconded by Trustee Kaminski, to contract with Kaempfer & Associates for wastewater treatment facility modifications including project management, field and special studies, wastewater facilities modification plan, and design services at a total cost not to exceed \$89,800.00. Vote: Ayes: 6. Motion carried.
  
- 5) **2013 Budget Planning:** Pres. Deschane presented the proposed budget, which included a 3% raise for regular employees, except firefighters who recently received raises, and a \$5.00 per diem increase for the board. Budget worksheets were distributed to committee chairs and department supervisors, who were asked to begin completing the worksheets within the parameters of appropriations for consideration at a Committee of the Whole meeting in September or October. If the amount appropriated was not sufficient to cover proposed 2013 costs, committee chairs would submit a worksheet with a higher appropriation and suggestion as to where the additional funding would come from in the proposed budget. **Motion** by Trustee Kaminski, seconded by Trustee Kostuch, to set the amount of the 2013 general fund budget at \$862,656.00. Vote: Ayes: 6. Motion carried.
  
- 6) **CTH A Project:** Bypassed.

- 7) **Oakwood Haven Apartments:** Pres. Deschane reported that the fire Department is working with the building owner to put together terms for an agreement for the building to be used for department training. Atty Calvert will work with the department on an agreement document.
- 8) **Recess to Closed Session:** Motion by Trustee Kostuch seconded by Trustee Kaminski, to recess to closed session for the purpose of discussing personnel matters. Vote: Ayes: 6. Motion carried.

Pres. Deschane stated that “Closed session is in accordance with WI Statute sec. 19.85(1) which states that “...any meeting of a...governmental body, upon motion duly made and carried, may be convened in closed session under one or more of the exemptions provided in this section...(f)... Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.” And 1985(1)(c) “...Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.”

- 9) **Reconvene in Open Session:** Motion by Trustee Kostuch, seconded by Trustee Porfilio, to reconvene in open session, announce action taken in closed session, if any, and adjourn the meeting. Vote: Ayes: 6. Motion carried. In open session Pres. Deschane announced that no action was taken in closed session.
- 10) **Adjournment:** Motion by Trustee Porfilio, seconded by Trustee Volk, to adjourn the meeting at 9:20 pm. Vote: Ayes: 6. Motion carried.

Respectfully submitted,

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John J. Deschane  
President

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Marilyn L. Padgett  
Clerk/Treasurer