

# VILLAGE VOICE

March 2021

Volume 17, Issue 3

## Minutes of the Village Board March 9, 2021

The Village Board meeting was called to order in the Village Hall Large Meeting Room by Village President Phil Budde at 5:00 p.m. Board members Jim Malmberg, Garry Bahe, George Naxera, and Amy Buffardi were present. Village Administrator Brian Mooney was present. Members of the public in attendance were Cheryl Anderson, Andrew Gallus, Margaret Budde and Village of Merrimac Public Works Director Justin Schultz.

### Item 1. Call to Order:

President Budde examined the affidavit of posting and verified that advance public notice of the meeting conformed to statutory requirements.

### Item 2. Public Input:

President Budde inquired as to whether there was any public input. Receiving no comments, President Budde moved on to the next Agenda item.

### Item 3. Consent Agenda:

Bahe/Buffardi moved to approve items 3a, 3b., 3c., 3d. and 3e. of the Consent Agenda as posted. **Motion Carried**

### Item 4. Approval of Village Bills:

Malmberg/Bahe moved to approve payment of outstanding monthly bills as listed on the Agenda. Upon Roll Call Vote, All Ayes. **Motion Carried**

### Item 5. Report of the Administrator:

Mr. Mooney informed the Board that within the Board packet, each Trustee received a draft copy of the Olson property concern response. Upon agreement the letter did not require additional modification, Bahe/Buffardi moved to

send the letter to Mr. Olson as drafted. Upon an agreed Roll Call Vote, All Ayes. **Motion Carried**

Mr. Mooney next let the Trustees know that the Village Annual Financial Audit is nearing completion. Mr. Mooney hopes to have the final completed review to share at an upcoming Board Meeting.

Mr. Mooney next covered the status of the Village's Personnel Policy Handbook update. Mr. Mooney referenced the Personnel Policy handbook identified areas of modification, and Deputy Clerk Klecker spoke to some of those edits. Trustee Buffardi volunteered to assist the Village staff with completing these Personnel Policy Handbook changes over the coming weeks.

Mr. Mooney continued his portion of the agenda by providing a brief update on the Village Community Festival. Mr. Mooney stated the next Festival Meeting would take place Thursday March 11<sup>th</sup>, and he hoped to have a better idea of the direction the 2021 Community Festival would take following that evening.

Mr. Mooney closed his portion of the Administrator's agenda with two informational updates related to the State/County Department of Transportation (DOT), along with a quick summary of the Village employee ICHRA health benefit. First, Mr. Mooney informed the Board the Sauk County Highway Committee was seeking an ordinance change to allow ATV's and UTV's on all County Highways. The second DOT update involved the proposed Highway 78 reconstruction project. Mr. Mooney notified the board he had reached out to the DOT Project Manager to determine if there had been any firm start dates for the Highway rebuild. Mr. Mooney was informed that although the DOT had not finalized a start date, they anticipated the

project would begin in mid-April. DOT also shared that they would attempt to prioritize the section of Hwy 78 from the Village limits to Highway 113 first, as that is a main connection line for our Village residents. DOT stated the ferry operations run independent of any Highway reconstruction project start date, but traditionally the Ferry resumes operation in Mid-April.

Lastly, Village staff had overwhelmingly positive feedback to share related to the implementation of the employee ICHRA health benefit coverage. The plan website is easy to navigate and reimbursement requests have been processed quickly. Mr. Mooney stated that, overall, staff is incredibly happy with this new benefit offered to them and their families.

### Item 6. Water/Sewer/Maintenance:

Mrs. Budde handled the Water and Sewer update on the agenda. Mrs. Budde notified the Board there were a number of recent developments within the Village requiring updates.

The first item Mrs. Budde discussed was the recent failure detected by Village staff of the Village's Water Tower Mixer. The Tower mixer will need full replacement, the hiring of an electrician for installation, and can be coordinated with the Village's 2021 Tower inspection. Buffardi/Bahe moved to approve expenditure of up to \$10,000 for a mixer replacement, and hire and electrician for electrical installation. Upon a Roll Call Vote, All Ayes. **Motion Carried**

Bahe/Malmberg moved to authorize the Administrator and Director of Public Works, at their discretion, to enter into agreements with an elevated tank contractor for inspection and mixer replacement services. Upon a Roll Call Vote, All Ayes. **Motion Carried**

**Website:** [villageofmerrimac.org](http://villageofmerrimac.org)

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**REGULAR OFFICE HOURS: Monday—Friday, 9 a.m. to 3 p.m.**

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Mrs. Budde next spoke of the Village's current water meter system, and the Village's plan for the coming years. Since the type of meter the Village currently uses is obsolete and no longer manufactured, the Village must seek new metering options. The Director of Public Works, Justin Schultz, expressed his concurrence; the Village saw this coming for some time and are nearly out of meters. Two new metering systems have been identified as the best, most cost-effective, options for the Village. Buffardi/Bahe moved to approve expenditure of up to \$3,400.00 for Village vendor of choosing to begin this upgrade of new water meters. Upon Roll Call Vote, All Ayes. **Motion Carried**

Mrs. Budde next covered the progress being made at the Village's Waste Water Treatment Plant (WWTP). Mrs. Budde discussed the areas tested and improvement needs identified at the Plant. Upon completion of the presentation, Naxera/Buffardi moved to approve expenditure of \$2,500.00 for WWTP motor-operated valve replacement and service. Upon Roll Call Vote, All Ayes. **Motion Carried**

Naxera/Malmberg moved to approve a budget of \$2,500.00 for purchase of supplies and equipment for the WWTP Pilot Testing program. Upon Roll Call Vote, All Ayes. **Motion Carried**

Mrs. Budde closed by informing the Board Resolutions were requiring approval to reimburse the Village funds used to cover these expenditures. Malmberg/Buffardi motioned to approve Resolutions 03-01-21 and 03-02-21 for reimbursement of utility expenses by DNR funding programs. Upon Roll Call Vote, All Ayes. **Motion Carried**

**Item 7. Adjourn:** At 6:20 pm Bahe/Naxera moved that the meeting adjourn. **Motion Carried.**

Respectfully Submitted,

Brian Mooney,

Administrator/Clerk/Treasurer

## Minutes of the Village Plan Commission March 18, 2021

The Village Plan Commission (PC) Meeting was called to order in the Village Hall Large Meeting Room by Chair Jim Malmberg at 5:08pm. PC Members present were Ann Hoffman, Bob Garrison, Bob Pfaff and Tim Klecker. Members of the public in attendance were Bart and Char Olson, Ethan Kent, Jason Zander and Phil Budde.

**Item 1. Call to Order:** Chair Malmberg reviewed the affidavit of posting and verified that advanced public notice of the meeting conformed to statutory requirements.

**Item 2. Approval of Minutes:** As there were no prior Plan Commission Minutes to share at this meeting, Mr. Malmberg moved on to item 3.

**Item 3. Public Input:** None

**Item 4. TaylorMade Tops Conditional Use Permit:** Chairman Malmberg introduced owner Jason Zander's Taylormade Tops request for a Conditional Use Permit. The building Taylormade Tops notified the Village he's looking to purchase is zoned B2, therefore the Plan Commission needs to make a recommendation to the Board of Trustees to approve its use. Mr. Malmberg stated the goal tonight was for the Plan Commission to make a recommendation to the Board. Mr. Malmberg closed the introduction by turning the floor over to Village Administrator Mr. Mooney in order to provide background information regarding the business proposal and real estate parcels involved.

Mr. Mooney notified the attendees that he had two photographs prepared on the meeting room television screen showing both the two parcels he had been notified would be purchased by Mr. Zander's Taylormade Tops upon Village approval. Mr. Mooney stated both of the parcels in question are currently owned by Mr. Bart Olson, and are zoned B2 within the Village's Zoning Map. Mr. Mooney informed the Plan Commission that each member has received a copy of Taylormade Top's responses to the Plan

Commission's provided questionnaire, for further discussion.

Mr. Olson notified the attendees that there actually is no current plan from Taylormade Tops to purchase the two parcels Mr. Mooney discussed. Mr. Olson continued stating this was solely a rental situation, and the lone parcel involved at this time was his building adjacent to Highway 78 (Parcel 0186).

Mr. Malmberg stated the Village hoped to receive assurances this evening that the Village's Wastewater System would not be negatively impacted by Taylormade Top's manufacturing operation. Mr. Malmberg opened the floor for discussion and Mr. Zander took a moment to introduce himself and provide background information regarding his business. Mr. Zander stated he is the lone employee at Taylormade Tops at the present time. He stated his operation is basic in nature, with minimal required tools necessary to run a custom countertop and cabinetry business. Mr. Zander stated his business runs entirely inside the building. At this time, he has no intention of changing anything on the exterior of the building to accommodate his operations.

Commission member Pfaff inquired about a few basic systems he utilized with his operation to ensure particulate matter from projects wouldn't enter the Village's sewer system. Mr. Pfaff also inquired about the drain system currently in place within the rental building.

Mr. Zander responded stating he uses a water saw and trench system for his operations. This system would prevent any debris associated with his manufacturing process from entering the Village sewers. No other production materials within the building would be entering the Village sewer system. Mr. Zander stated the floor drain within the building is located on the north end of the building, and he intended to house his primary workstation operations on the opposite side.

Mr. Pfaff next inquired about what other chemicals are stored within the building for his operation, and would any of these chemicals have the potential for entering the Village sewer system. Mr. Zander responded that the chemicals he has are

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very minimal, and none that are hazardous. Mr. Klecker stated local Fire Departments traditionally complete a business inspection to ensure adherence to safety standards are met. A follow-up question was posed regarding the energy usage within the building and whether an electrical upgrade would be necessary for his operations. Mr. Zander responded stating there would not be an electrical upgrade need, and the building provided the necessary heating and wattage for his current operations.

Mr. Pfaff lastly inquired about the hours of operation at Taylormade, possibilities of expansion, and the plan for signage for the business. Mr. Zander stated his hours of operation are 7am-7pm, 7 days a week. He informed the Commission he would not have any signage at the location, as his operation runs entirely by word-of-mouth referrals. Mr. Zander stated it was possible he could add an additional employee, but he was most interested in this location due to the potential for on-site expansion. Commission member Klecker inquired whether a commercial business required signage, and it was discussed and determined it was not a requirement.

Mr. Malmberg closed the discussion by inquiring if the Plan Commission grants conditional use, what kind of evidence can they have to show that everything within Taylormade's operations is allowable?

Mr. Zander responded by stating he welcomed an individual from the Village to come in to his operation and inspect if necessary.

Mr. Mooney inquired whether the noise created by using different saws for different material fabrication would ever potentially create a public complaint from nearby residences. Mr. Zander assured that wouldn't be possible.

Garrison/Hoffman moved to recommend a Conditional Use Permit approval to the Board. Upon Plan Commission Roll Call Vote, All Ayes. **Motion Passed**

**Item 5. Adjourn:** At approximately 5:30 Hoffman/Klecker moved that the meeting be adjourned. **Motion carried.**

## Calendar Reminders

**Next Board Meeting**  
**April 13th, 2021 @5:00 PM**  
**VILLAGE HALL**

### 2021 PET LICENSE REMINDER

All dogs and cats residing in the Village of Merrimac are required to be licensed by April 1st. Licenses may be purchased at Village Hall or by mail. Please provide a proof of rabies vaccination certificate along with the appropriate fee:

Altered Dogs	\$7.00
Unaltered Dogs	\$12.00
Altered Cats	\$4.00
Unaltered Cats	\$8.00

### 2021 Merrimac Community Festival-UPDATE

Due to lack of volunteers, the 2021 Community Festival Planning Committee has made the difficult decision to cancel 2021 Village Community Festival.

We are rededicating our focus on fundraising and recruiting support for 2022. Bring your thoughts and ideas on how we can make 2022 a success to our next Festival meeting on **April 8th, 2021** 6:30 pm Village Hall.



## Spring Election

VOTE TUESDAY APRIL 6, 2021

Polling Place: Village Hall

100 Cook Street

Hours: 7:00am-8:00 pm

Registered candidates on ballot for two Village Trustee positions include:

**Amy Buffardi**

**Andrew Gallus**

**Bob Pfaff**

**Kirk Olson**

One registered candidate for Village President position:

**Philip Budde**

### BRUSH PICK-UP DATES

Wed. April 14<sup>th</sup>

Wed. April 21<sup>st</sup>

*4 feet wide by 4 feet high, up to 8 feet long with brush stacked parallel to and near the roadway.*

Village Hall will be closed on April 2<sup>nd</sup> in observation of Good Friday

