

VILLAGE VOICE

May 2023

Volume 19, Issue 05

Draft Minutes of the Village Board Meeting May 9, 2023

Item 1. Call to Order: The Village of Merrimac Board of Trustees Meeting was called to order in Village Hall by Village President Andrew Gallus at 5:00PM. Village Trustees Margaret Budde, Jim Malmberg, George Naxera, and Nate Taylor were present. Also in attendance were Administrator Jennie Klecker, Director of Public Works Justin Schultz, and members of the public, as listed on the sign-in sheet. President Gallus examined the affidavit of posting and confirmed that advance public notice of the meeting conformed to statutory requirements. Naxera/Taylor motioned to move Item 5. (Zoom Call with Dennis Paul) to the top of the agenda. All Ayes. **Motion Carried.**

Item 5. Dennis Paul Via Zoom: Dolan Realty Advisors Cell Tower Proposal: Dolan Realty representative, Dennis Paul, presented a contract proposal to lease Village-owned Parcel No. 151-0423-00000 for the purpose of installing a cell tower for Verizon Wireless. Mr. Paul provided details about the proposed project and answered numerous questions. The Board requested he provide a more detailed site plan to get a better idea of where the tower will be located on the property. Mr. Paul informed the Board that he will be attending the June 13 meeting in person. The Board asked that the topic be added to the upcoming Plan Commission meeting to review ordinance and zoning requirements.

Item 2. Public Input: Bart Olson told the Board that he and his wife are proposing a residential development near the public boat launch at the end of Palisade Street and asked that the Board wait until they hear the proposal before deciding to spend money on improvements to the launch.

Item 3. Consent Agenda: Budde/Taylor motioned to approve items 3.a., 3.b., 3.c., 3.d. of the Consent Agenda as posted. Upon Roll Call Vote, All Ayes. **Motion Carried.**

Item 4. Approval of Village Bills: Budde/Naxera motioned to approve payment of outstanding monthly bills as listed on items 4.i.-4.iv. of the Agenda. Upon Roll Call Vote, All Ayes. **Motion Carried.**

Item 6. Sauk Prairie Chamber of Commerce Director, Tywana German: Municipal Room Tax Revenue: Sauk Prairie Chamber of Commerce Executive Director, Tywana German, gave a presentation to the Board regarding possible uses for the Municipal Room Tax revenue the Village collected in 2022. She shared how the Chamber is currently promoting tourism for the Village and local businesses. She gave an overview of the upcoming First Impressions program. Once the program is completed, she will provide feedback from the participant evaluations, which the Board can use to guide in decisions on how to best use the funds.

Item 7. Public Lake Access Group Proposal to Pursue Quotes to Upgrade Palisade St.

Public Boat Launch: Administrator Klecker summarized the Public Lake Access Group's work to identify a suitable location to provide public lake access for Village residents. The group determined that the current public access point at the end of Palisade Street is the only viable option at this time, but it is in need of repair. The group asked for and received the Board's permission to seek quotes for repairs and upgrades to the Palisade Street public boat launch.

Item 8. Assign Trustee to Complete Board of Review Training: Taylor/Naxera motioned to appoint Trustee Budde to

complete the required 2023 Board of Review Training. All Ayes, **Motion Carried.**

9. New Committee Assignments: 9.a. Planning & Zoning; President Gallus appointed Collin Bourgeois to Planning and Zoning Commission to replace Tom Gallus. Budde/Naxera motioned to approve. All Ayes, **Motion Carried.** Naxera/Budde motioned to re-appoint Trustee Malmberg as Chairperson of the Planning and Zoning Commission. All Ayes, **Motion Carried.** 9.b. Board of Appeals; Taylor/Malmberg motioned to appoint Trustee Taylor to Board of Appeals. All Ayes, **Motion Carried.** 9.c. Parks Committee; Taylor/Naxera motioned to re-appoint President Gallus as Chairperson of the Parks Committee. All Ayes, **Motion Carried.** 9.d. Ambulance and Fire Committee; Budde/Taylor motioned to re-appoint Trustee Naxera to the Ambulance and Fire Committee. All Ayes, **Motion Carried.** 9.e. Merrimac Assistant Position; Budde/Naxera motioned to discontinue the Village Assistant position, currently held by Trustee Budde. All Ayes, **Motion Carried.**

Item 10. WWTP Permit Renewal: Negotiate Assistance Task Order: Budde/Naxera motioned to Authorize the Administrator to sign Strand Associates Task Order No. 23-01 for up to \$10,000, with the approval of President Gallus after the May 25, 2023 meeting with MEG and Strand. Upon Roll Call Vote, All Ayes, **Motion Carried.**

Item 11. Report of the Administrator: 11.a. Business Continuation Ordinance Discussion; Malmberg/Naxera motioned to approve Business Continuation Ordinance No. 2023-05-01. All Ayes, **Motion Carried.** 11.b. Simplified Rate Case Changes – Decision to apply for 8% Increase; At the March Board meeting, the Board approved initiating a Simplified Rate Case (SRC) with the PSC to increase water rates by 4.5%,

Website: merrimacwi.gov

Email: merrimac@merrimacwi.gov **Village Hall:** 608-493-2122
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effective this June. Since that time, the PSC increased the SRC rate to 8%, with no option to apply for a lesser increase. Naxera/Gallus motioned to authorize Administrator to apply for a SRC at the new minimum rate of 8%. Upon Roll Call Vote, All Ayes, **Motion Carried.** 11.c. Proposal to Change New Employee Year One PTO Policy; Budde/Gallus motioned to increase new employee first year PTO from 10 days pro-rated to 16 days pro-rated. Upon Roll Call Vote, All Ayes, **Motion Carried.** 11.d. Meeting Start Time Change; Gallus/Malmberg motioned to change Village Board Meeting start time from 5:00PM to 5:30PM, effective June 13th. All Ayes, **Motion Carried.** 11.e. Payroll Software Change Proposal; Naxera/Budde motioned to purchase Payroll Software Package from Workhorse in the amount of \$6,500, (with a donation of \$3,500 for a net cost of \$3,000, due next year). Upon Roll Call Vote, All Ayes, **Motion Carried.**

Item 12. Report of the Director of Public Works: 12.a. Tree Cutting; Extensive tree cutting work has been performed throughout the Village with more planned on Baraboo and Cemetery Streets later this year. 12.b. Memorial Park Open; Memorial Park pavilion and restrooms are now open for the season, with small minor repairs completed. 12.c. Proposal to Purchase Pressure Washer; Budde/Taylor motioned to authorize the purchase of a pressure washer, not to exceed \$600. Upon Roll Call Vote, All Ayes. **Motion Carried.** 12.d. Proposal to Expand Slab at Memorial Park; The Merrimac Festival Committee has suggested a concrete slab be installed near the electrical pedestal at Memorial Park to accommodate a stage for bands, using 2022 Festival Funds. The Board asked that the Festival Committee try to find a less permanent solution, or expand on existing black top next to the pavilion.

Item 13. Adjourn: At 7:19pm Naxera/Budde motioned to adjourn. All Ayes. **Motion Carried.**

**Draft Minutes of the Plan
Commission Meeting May 22, 2023**

Item 1. Call to Order: The Village of Merrimac Plan Commission Meeting was called to order in Village Hall by Chairperson Malmberg at 5:00PM. Plan Commission Members Ann Hoffman, Bob

Pfaff, Bob Garrison and Collin Bourgeois were present. Also in attendance were Administrator Jennie Klecker and members of the public, as listed on the sign-in sheet. Chairperson Malmberg examined the affidavit of posting and confirmed that advance public notice of the meeting conformed to statutory requirements.

Item 2. Public Input: None

Item 3. Introduction of New Plan Commission Member – Collin Bourgeois: Introductions were made and new Member Collin Bourgeois was welcomed to the Plan Commission.

Item 4. Discussion on Village Ordinances: Chapter 181, Wireless Communication Facilities with Recommendations to the Village Board – Parcel No. 151-0423-00000: The Commission discussed various zoning elements of Chapter 181 relating to the Dolan Realty contract proposal to lease Village-owned Parcel No. 151-0423-00000 for the purpose of installing a cell tower. The Commission determined that per §181-03, Section A, Village owned property is exempt from the requirements of Chapter 181, granting the Plan Commission and Village Board wide flexibility in what they are allowed to approve. Hoffman/Pfaff motioned that the Plan Commission needs a scaled site plan with elevation view, setbacks, cell tower specifications, and other supporting drawings before they can make any recommendations. All Ayes, **Motion Carried.**

Item 5. Comprehensive Plan Update: The Commission continued to work on edits/additions to the new Comprehensive Plan document. Commission Member Hoffman gave an update on the work being done by the Merrimac Identity Group and Commission Member Garrison gave an update on the progress being made by the Public Lake Access Group.

Item 6. Adjourn: At 6:55pm Garrison/Bourgeois motioned to adjourn. All Ayes. **Motion Carried.**

Respectfully Submitted,



Jennie Klecker
Administrator/Clerk/Treasurer

Next Village Board Meeting
June 13, 2023
***NEW TIME* 5:30 PM @ Village Hall**

Plan Commission Meeting

June 12, 2023

5:00 PM @ Village Hall

AA Meetings

Wednesday Evenings 7:00

@ Memorial Park Pavilion.

Questions?

Contact Chuck @ 608-795-0050

Brush Pick-up Dates

June 14 & 28

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

Scrap metal recycling is available in the dumpster located in the Village Hall parking lot.

No TV's Please! **METAL ONLY**



June Recycling Pickup Dates:

June 12 & 26

Water Rate Increase

There will be an 8% water rate increase effective July 26, 2023

Village Board of Review

Tuesday, June 6, 2023

1:00 – 3:00pm

At Merrimac Village Hall



**Merrimac Fire & Rescue
Annual Fireworks Show!
Saturday, July 1st**

*Gate opens at 5:00pm

* \$5.00 a carload

* Music & Concessions

* Fireworks at Dusk

57116 Bluff Road, Merrimac