

# VILLAGE VOICE

October 2021

Volume 17, Issue 10

## Minutes of the Village County Redistricting Hearing October 12, 2021

### County Redistricting Meeting Minutes

The Village's County Redistricting meeting was called to order by Village President Phil Budde at 5:00pm. Upon confirming there was no public input, Naxera/Olson moved to approve Resolution 2021-01-10 adopting the provided County zoning map pertaining to the Village of Merrimac. All Ayes, **Motion Carried**. Olson/Gallus moved to adjourn the Redistricting Meeting at 5:03pm. All Ayes, **Motion Carried**.

## Minutes of the Village Board Meeting October 12, 2021

The Village Board meeting was called to order in Village Hall by Village President Phil Budde at 5:03 p.m. Board members Jim Malmberg, Andrew Gallus, George Naxera, and Kirk Olson were present. Administrator Brian Mooney, Village DPW Justin Schultz, and Village Assistant Margaret Budde were present. Members of the public in attendance were Bart Olson, Cheryl Anderson, Vern and Marie Weisensel, Nick and Camille Hahn, Ted Walmer, Marsha England, and Deb Raschta.

### 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 stated he was aware there were residents who wished to speak during this meeting's public input

section. Merrimac resident Marie Weisensel addressed the Board and stated she would like the Senior Fitness program to resume, stating there is enough community support and willingness for participants to wear masks. Upon supporting public comment from other attendees, the Board stated that they would add the Senior Fitness program to the following week's Special Board Meeting Agenda.

Mr. Walmer then presented the 2021-2022 Village and Snowbusters Snowmobile agreement for annual permissions to utilize sidewalks within the Village. Upon Board discussion, it was agreed to add Mr. Walmer's agreement to the Special Board Meeting agenda.

Mrs. Anderson addressed the Board and provided copies of Wisconsin Statutes. 35.18 Chapter 19 regarding rules pertaining to use of Closed Sessions. Mr. Budde thanked Mrs. Anderson for the handout.

### Item 3. Consent Agenda:

Malmberg/Gallus moved to approve items 3a., 3b., 3c., 3d. of the Consent Agenda as posted. Upon Roll Call Vote, All Ayes. **Motion Carried**

### Item 4. Approval of Village Bills:

Gallus/Naxera moved to approve payment of outstanding monthly bills as listed on items 4i.-4iv. of the Agenda. Upon Roll Call Vote, All Ayes. **Motion Carried**

### Item 5. Report of the Administrator:

A.) 2022 General Fund and Parks Proposed Budget Mr. Mooney stated the budget included updated allocation charges to traditional expenditures as well as a consolidation of many existing accounts. The regular Budget Hearing is scheduled on November 9<sup>th</sup>.

B.) GEC Engineering Update The Village currently relies on GEC Engineering to review resident's submitted proposals for building projects. GEC has agreed to add Site Grade Plan reviews to the scope of their building permit fee for an additional \$500. Naxera/Gallus moved to approve the new Site Grade Plan requirement within the Village's Building Permit process. Upon Roll Call Vote, All Ayes. **Motion Carried**

C.) LGIP Fund Authorizations Mr. Mooney recommended, upon review of October's pending bills, that the Village move the following funds from the Local Government Investment Pool Account to the respective Village Bank of Prairie du Sac Checking account: \$4,679.63 State General Transportation Aid payment to General Fund Checking, \$10,000 from LGIP Parks to Parks Checking, \$20,000 from LGIP Sewer to Sewer Checking, and \$15,000 LGIP Water to Bank of Prairie Water Checking Account. Naxera/Gallus moved to approve Administrator to request LGIP Fund transfers as announced, to Bank of Prairie du Sac Village accounts. Upon Roll Call Vote, All Ayes. **Motion Carried**

D.) Sauk County WisVote Memorandum of Understanding The Village staff made the decision to rejoin the County and again receive WisVote election assistance for the coming two-year term. Naxera/Olson moved to authorize Administrator Mooney to sign the County Memorandum of Understanding (MOU) for the 2022-24 term. Upon Roll Call Vote, All Ayes **Motion Carried**

E.) Sauk Prairie Chamber of Commerce Memorandum of Understanding The recently-adopted Village municipal Short-Term Rental room tax ordinance requires the Village to contract with a non-profit tourism entity. Mr. Mooney provided the Board with a copy of an MOU between the Village of Merrimac and the Sauk Prairie Chamber of

Commerce to handle management and oversight of municipal room tax collections. Olson/Malmberg moved to authorize approval of the MOU as presented. Upon Roll Call Vote, All Ayes.

**Motion Carried**

F.) 2021 Budget Amendments The Board was informed that, with the cancellation of this year's Village Festival, the Village Parks Department Budget would be in need of a budget amendment to cover unanticipated revenue shortfalls. Gallus/Naxera moved to authorize Mr. Mooney to process the recommended budget amendment to appropriately fund the Parks department's revenue shortfall. Upon Roll Call Vote, All Ayes. **Motion Carried**

G.) 2022 Local Road Improvement Project (LRIP) Program Application Applications for the State Local Road Improvement Program will open in December. Mr. Mooney stated it was his intention to submit a road improvement proposal to secure funding for the Village. After receiving Trustee concurrence to apply for either available LRIP program, Mr. Mooney stated he will so notify the County during his attendance at the upcoming LRIP meeting and prepare to submit an application.

H.) Lake Wisconsin Drive Well Site Parcel Inquiry The Village recently received a correspondence from a landowner regarding a potential acquisition of Village-owned real estate. Upon Board discussion, the topic was tabled for future deliberation once the Village staff has additional time to research the history of the parcel in question.

**Item 6. Report of the DPW:**

A.) Village Public Works Director Justin Schultz informed the Board the Village's Water Tower Inspection was a success. A new replacement tower mixer was installed during the inspection. All operations are back to normal.

B.) He stated the Public Works team is switching gears to prepare for the Fall season. The Department anticipates the scope of work to involve Parks winter

preparation maintenance as well as considerable increases in brush pickup.

C.) Mr. Schultz's also notified the Board that he has received the Wisconsin Rural Water Association's (WRWA) Valve tool, which allows him to provide routine annual maintenance on Village water valves, per State requirements. Mr. Schultz stated he is on schedule to finish all valve work in the coming weeks, and return the tool to the WRWA.

**Item 7. Report of the Village Assistant:**

Due in part to time constraints, Village Assistant Budde decided to first cover topic D. 2022 Sewer Budget Preview.

D.i.) First, during the recent Village power outage, restoration efforts resulted in an identified need for improving the Programmable Logic Controller (PLC) and Radio transmitters within the Village's SCADA computer and Lift Stations. The PLC vulnerability was identified as a priority need for updating in the near-future.

D.ii.) The second topic covered Lift Station 8's pumps. Mrs. Budde stated these pumps are beginning to show signs they are reaching the end of their life expectancy, and it would be within the Village's best interest to begin preparing for approaches to remedy. Upon discussion of available options, the final decision was left for the Special Board Meeting.

D.iii.) The final item discussed was DNR's statement regarding the potential for the Village's Wastewater Treatment Plant to be issued an enforcement action due to its continued Nitrogen level exceedances. Mrs. Budde stated the Village intends to prepare with a few budgeted items to address this concern.

D.iv.) The Village Assistant presentation closed following discussion of a potential new sewer rate increase, and a brief update on the Village test well. Upon discussion by the Board, the topic of a sewer rate increase was tabled to be discussed during the Special Board Meeting.

**Item 8. Future Planning/Zoning Issues:**

Mr. Mooney informed the Board the Plan Commission would be meeting on Thursday October 14<sup>th</sup> at 5pm.

**Item 9. Adjourn:**

At 7:06 pm, Naxera/Olson moved that the meeting adjourn. All Ayes, **Motion Carried**

Respectfully Submitted,

*Brian Mooney*

Brian Mooney,

Administrator/Clerk/Treasurer

**Minutes of the Village Plan Commission October 14, 2021**

The Village Plan Commission (PC) Meeting was called to order in the Village Hall Large Meeting Room by Chair Jim Malmberg at 5:00pm. PC Members in attendance were Ann Hoffman, Bob Garrison, Tom Gallus and Village Administrator Brian Mooney. Members of the public present were Dave Wiegmann, Neil Hoernke, Sharon Schroeder, Phil Budde, Ryan Krutchen, and Dennis Paul from Dolan Realty Advisors on behalf of Verizon Wireless.

**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. Public Input:**

Chair Malmberg inquired whether there was any public input related to the evening's agenda. Upon a clarification of the topics, the meeting began.

**Item 3. Verizon Wireless Conditional Use Permit-Tower Antenna:**

Mr. Malmberg informed the PC that the first topic for discussion was the Verizon Wireless tower. Mr. Paul was introduced, and he explained to the PC the original intent for Verizon was to collocate the antenna equipment atop the Village Water Tower. Due to space limitations, it was determined the next

best option would be to build a tower antenna on the Water Tower parcel, which could accommodate Verizon and up to two additional future cellular carriers. Following PC discussion, Garrison/Hoffman moved to recommend approval of the Tower plans. Roll Call Vote, Garrison, Hoffman, Malmberg Ayes, Gallus No. **Motion Passed.**

**Item 4. Wiegmann Building Project:** Mr. Wiegmann was introduced, and given the floor to discuss his accessory building plans. Upon PC discussion and public input, Mr. Wiegmann agreed his structure would adhere to the accessory building 6 foot side yard and rear yard setback requirements, and the structure itself would adhere to the PC's agreed size requirement of 16 feet width and 24 feet depth dimensions. Hoffman/Gallus moved to recommend approving the accessory building providing adherence to the agreed terms. Roll Call Vote, All Ayes. **Motion Passed**

**Item 5. Future Plan Commission Topics:**

Mr. Mooney stated he had two items for discussion. First, Mr. Mooney reminded the PC of their past discussions regarding the need to update zoning within the Village. Mr. Mooney gave the example of a parsonage that recently sold, and post-sale zoning needs to be addressed with these properties. Mr. Mooney stated he has reached out to these properties to begin discussions for future zoning updates.

Mr. Mooney next informed the PC of the need to address the Village Comprehensive Plan in 2022. Mr. Mooney stated he and Deputy Clerk Klecker had discussed potentially starting a Village First Impressions Report, which would assemble a group of Village Residents to assess needs of our Community upon comparisons with another local Community, in order to identify zoning improvement and development needs. This report would be completed with the guidance of the Sauk Prairie Chamber of Commerce, and be a valuable precursor to the Comprehensive Plan review. Mr. Budde reminded Mr. Malmberg of past discussions for completing a Village

SWOT (Strengths, Weaknesses, Opportunities and Threats) report instead.

**Item 6. Adjourn:** At approximately 5:50 Malmberg/Gallus moved that the meeting adjourn. All Ayes, **Motion Carried.**

**Minutes of the Village Board  
Special Meeting  
October 20, 2021**

**Item 1. Call to Order:** The Village Board meeting was called to order in the Village Hall Large Meeting Room by Village President Phil Budde at 5:30 p.m. Board members Jim Malmberg, Andrew Gallus, and George Naxera were present. Trustee Kirk Olson was present by phone, and Strand engineer Steve Kluesner was present via Zoom Live meeting. Administrator Brian Mooney and Village Assistant Margaret Budde were present. Members of the public in attendance were Vern and Marie Weisensel.

**Item 2. Public Input:** None

**Item 3. Senior Fitness Program:** Gallus/Malmberg moved to approve the Village Senior Fitness Program. Trustee Malmberg mentioned his concerns related to anyone feeling ill not reporting to the class out of an abundance of caution. Upon Roll Call Vote, All Ayes. **Motion Carried.**

**Item 4. Effect of Upcoming Water Rate Increase:** Village Assistant Budde stated the new water rates within the Village will take effect on October 27<sup>th</sup>. The majority of this increase will be due to the new Public Fire Protection charges. Lower assessed value properties with conservative water use will be least impacted, while higher assessed value homes with greater water use will have the highest new rates.

**Item 5. Report on Oct 12 Pre-Application Meeting with PSC and DNR:** Village Assistant Budde stated upon anticipated completion of the Village Well project, the Village will need to pursue another Public Service Commission (PSC) Conventional Rate

Case, resulting in another significant water rate increase. Ms. Budde stated the Village's ability to qualify for a grant as part of the well project isn't guaranteed, so without this funding, the rate increase could be roughly 20 percent higher than anticipated.

**Item 6. Test Well Bidding and Acceptance:** Mrs. Budde next updated the Board on the recent outcome of the Village's posted bid for the test well drilling. The Village received 2 bids, with the winning bid award going to CTW. Mrs. Budde asked the Board for a motion to approve and award the work to CTW. Gallus/Malmberg moved to recognize CTW as the lowest qualified bidder for the Test Well and to authorize Administrator and President to sign Test Well Bid Tab and authorize CTW to proceed. Upon Roll Call Vote, All Ayes. **Motion Carried**

**Item 7. Interim Financing:** Mrs. Budde reminded the Board that the Village has been using the Village's reserves thus far to cover the initial costs of the Village Water projects. Mrs. Budde stated the Village would need to pursue credit to assist with these ongoing water project costs. Gallus/Naxera moved to authorize Administrator Mooney, President Budde, and Trustee Malmberg to sign two drawdown lines of credit agreements with the Bank of Prairie du Sac for both the Well House No. 1 Rehabilitation (approximately \$156,000), along with the Test Well and Production Well No. 2 (approximately \$890,000). Upon Roll Call Vote, All Ayes. **Motion Carried**

Naxera/Gallus moved to also recognize that a third drawdown line of credit will be required for the Well No. 2's Well House. Upon Roll Call Vote, All Ayes. **Motion Carried**

Mrs. Budde closed this section by informing the Board there would also need to be an inter-fund loan from the General Fund to the Water Fund at 2.5% interest, as necessary, prior to execution of Interim Financing with the Bank, after which the General Fund will be reimbursed. Gallus/Naxera moved to approve the inter-fund loan as stated.

Upon Roll Call Vote, All Ayes. **Motion Carried**

**Item 8. 2022 Sewer Updates/Budget:**

Mrs. Budde noted that without a sewer rate increase, a few items were cut from the preliminary 2022 sewer budget. Upon Board discussion of sewer budget topics, Malmberg/Naxera motioned to accept the 2022 sewer budget recommendations, resulting in a balanced budget within the sewer fund without a rate increase. Naxera/Malmberg next moved to approve \$10,000 to replace one pump at Lift Station 8, and \$10,000 to rehab Mixer 3 at the Wastewater Treatment Plant. Upon Roll Call Vote, All Ayes. **Motion Carried.**

**Item 9. Snowbusters/Village of Merrimac 2021-2022 Agreement:**

Upon Board discussion, Naxera/Malmberg moved to approve the annual Snowbusters contract with the Village for the 2021-2022 winter season. All Ayes, **Motion Carried.**

**Item 10. Sauk county ARPA Funds**

**Request:** Administrator Mooney stated the Village has a meeting scheduled with Sauk County officials to discuss availability of County American Rescue Program Act Funding for Village projects. Mr. Mooney will furnish the County with a spreadsheet of projects currently underway or planned, to inquire on availability of Federal Funding the County has received to assist in budgetary relief.

**Item 11. Future Board Meetings:**

Mr. Mooney stated in conversations with Trustees he wanted to propose options for how the Village Board handles future monthly meetings. Upon discussion regarding Village ordinances calling for a Sewer and Water Committee made up of residents, and acknowledgement by the Board of the increased volume of issues being addressed at this time, going forward the Board would make decisions based upon meeting agendas on whether to split the Sewer and Water topics into a separate meeting.

**Item 12. Adjourn:** At 6:38 Naxera/Malmberg moved that the

meeting adjourn. All Ayes, **Motion Carried.**

## Calendar Reminders

2022 Budget Hearing and  
Next Board Meeting  
**November 9, 2021**  
5:00 PM @ Village Hall

### AA Meetings

Wednesday Evenings  
7:00 @  
Merrimac Village Hall  
Questions? Contact Mike  
@ 608-643-9521

### *Fall Leaf Clean-up Policy*

Residents should either compost their leaves on their own property, or pile them near the curbside on the Village's designated brush pick up days. Leaf remnants that are not picked up by the Village tractor bucket can be placed in clear plastic bags for future pick up. Village staff composts leaves and lawn clippings at our designated site. **Burning leaves is prohibited within the Village.** Because we do not have a street sweeper or vacuum, we ask that you do not rake or blow your leaves into the Village's gutters, or streets. Heavy rains then wash this debris into our storm sewers, impeding proper drainage and flow. Thank you for your cooperation throughout the coming fall season!



## Fall/Winter Street Parking Regulations Begin November 14, 2021



Vehicles cannot be left between **2AM to 8AM** on the even numbered side of the street on the even numbered calendar days, and on the odd numbered side of the street on the odd numbered calendar days.

## The Merrimac Community Senior Fitness Program is Back!

Starts 11/1/2021 and  
runs through 4/22/2022

Mondays, Wednesdays &  
Fridays - 9:30 to 10:00AM

Cost: \$10.00 per person  
for the whole season!  
Questions? Call the Village  
608-493-2122

### BRUSH PICK-UP DATES

Wed. November 3rd  
Wed. November 17th

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