

VILLAGE VOICE

APRIL 2020

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Minutes of the Village Board Meeting of April 14, 2020

The Village Board meeting was called to order by Village President Phil Budde at 6:00 p.m. Board members present were Garry Bahe, Jim Malmberg, George Naxera. Ron Senger (Village Administrator-Clerk-Treasurer), Margaret Budde (Volunteer Assistant) and Kirk Olson were also present. Phil and Margaret Budde participated in the meeting by phone.

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

Public Input: The DOT plans to announce on April 15 when the Ferry will open for the 2020 season. There is some reported concern by the DOT that it will be difficult to enforce social distancing on the Ferry. The Village does not have any influence as to Ferry opening.

Naxera/Bahe moved to approve payment of the bills as listed on the Agenda and the In-Progress Checks report, along with the prepaid expenses as listed on the Agenda and Reprint Check Register. Upon roll call vote, all ayes, **Motion carried.**

Budde/Naxera moved to table discussion of Financial Reports (March Budget Comparison by fund, Balance Sheets) until the May meeting, since the reports were not available until just before meeting. **Motion carried.**

Jennie Klecker started as Deputy Clerk trainee on April 6 to replace retiring Deputy Clerk Tana Holmblad who will serve until the end of May. Board Members expressed gratitude towards Jeff Rasmussen's expertise in his service to the Village and that he will be missed on the Board. The Board reiterated the Village's ban on burning any kind of debris. Due to COVID restrictions, the timeline for Open Book and Board of Review has been pushed back. The Village is looking to our appraiser Linda Gardiner for guidance on this process once new guidelines are made known.

The ad for the open Administrator-Clerk-Treasurer position has garnered 13 applicants thus far. Naxera and Malmberg will contact the top applicants for interviews. The position will remain posted until filled. Accountant Robin Meier will continue to assist with the Village's accounting needs during the transition to a new Administrator for about 6-8 hours per month at the rate of \$22/hour. Naxera/Bahe moved to approve

her rate of \$22/hour. **Motion carried.**

During COVID restrictions, Village Hall will remain closed to visitors, except by appointment.

Bahe/Malmberg moved to approve minutes of the March 10, 2020, Village Board Meeting. **Motion carried.** Bahe/Malmberg moved to approve minutes of the March 16, 2020, Village Board Special Meeting. **Motion carried.**

Bahe/Naxera moved to appoint Justin Schultz as Director of Public Works (DPW). **Motion carried.** Malmberg/Bahe moved to appoint Ron Senger as half-time Administrator-Clerk-Treasurer, with a start date of April 13, 2020, and an hourly pay rate equal to the previous Administrator, approximately \$28/hr. **Motion carried.**

At its May Meeting, the Board will evaluate candidates to fill the remaining 11 months of Jeff Rasmussen's position on Village Board. Margaret will create a page on the website where interested candidates may answer a few questions, so that the Board may evaluate the candidates. The April issue of Village Voice and an article in an email to Village residents will advertise the opening and encourage residents to apply. Naxera/Malmberg moved that the

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evaluation be performed in closed session. **Motion carried.**

Bahe/Malmberg moved to approve the proposal by Baer Insurance for 2020-21. **Motion carried.**

Naxera/Malmberg moved to approve retaining the 1.5% late fee on unpaid sewer bills (not water bills), and to table for 3 months a discussion of increasing the late fee for sewer service to 3%. **Motion carried.**

Malmberg/Bahe moved to institute a \$150 Red Tag Fee (penalty) where construction or renovation has begun and no Building Permit has been applied for and paid for. (A "Red Tag" is issued when the Building Inspector appears onsite to order that an unpermitted project stop.) The purpose of this fee is to encourage residents to seek a permit before they begin construction. **Motion carried.**

The lighting in the Village garage needs to be replaced and a proposal by Standard Electric Supply was evaluated. In total, there are 15 fixtures that require replacement. Malmberg/Bahe moved to approve spending approximately \$1,400 for fixtures and up to \$500 for labor for the installation of 2 sets of 3 lamps on the southwest and northeast portions of the garage. Remainder of lamps will be purchased in the future and installed by Village staff. **Motion carried.**

Naxera/Bahe moved to approve expenditure of not-to-exceed \$1,200 parts and labor for maintenance needs in the well

house, based on proposal by CTW. **Motion carried.**

Administrator's Report: Ron indicated that Church Street will be one of the 2020 priorities for street maintenance. He also recommended that the Village use up to about \$2,000 in park funds raised by the 2018 and 2019 Village Festivals to replace dead trees in Memorial Park that have been removed.

Water and Sewer Operations: The Village has received a proposal from LW Allen for SCADA upgrades that are needed because the existing SCADA computers are no longer supported. For the WW Plant, a new layer of stone is needed to level the recirculating sand filters. Staff will contact Seiler Concrete to reconfirm bid for stone and elevator. Dead end water lines will also be flushed, weather-permitting.

Planning & Zoning: Concern was expressed that construction on the Merrimac Community Charter School (MCCS) may cause degradation of School Street, which Ron estimated has a PASER rating of 6-7. Malmberg reported that the P&Z Commission's planned SWOT (Strengths, Weaknesses, Opportunities, and Threats) Analysis has been postponed until after COVID restrictions are lifted.

Bahe proposed that the start time for Village Board meeting be moved to 5:00 p.m. from its current schedule of 6:00 p.m. This will be discussed and formally

considered at the May 12 Board Meeting.

At 7:37 pm Bahe/Malmberg moved that the meeting be adjourned. **Motion carried.**

Respectfully Submitted,



Margaret Budde, Volunteer Assistant

VILLAGE BOARD MEETING

TUESDAY, MAY 12

6:00 P.M. VILLAGE HALL

100 COOK STREET

Brush Pick-Up Date

Wed. May 13

Wed. May 27

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

villageofmerrimac.org

Our Village website is updated virtually every day with news, announcements, and features.

To receive updates, email "**Sign Me Up**" to merrimac@merr.com. If you would like to receive your Water and Sewer Bill and Village Voice by email, be sure to add "**Yes, Email it!**"