

VILLAGE VOICE

February 2023

Volume 19, Issue 02

Draft Minutes of the Plan Commission February 7, 2023

Item 1. Call to Order: The Village of Merrimac Plan Commission Meeting was called to order in Village Hall by Chairperson Jim Malmberg at 5:00PM. Commission Members Ann Hoffman, Bob Garrison, and Bob Pfaff were present with Tom Gallus absent. 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. Comprehensive Plan Update: Work towards developing a Comprehensive Plan Document in accordance with Wis. Stat. § 66.1001: Administrator Klecker presented information to the Plan Commission outlining the required elements of a Comprehensive Plan according to Wis. Stat. §66.1001. The group discussed various ways to begin crafting the Comprehensive Plan Document. All agreed that the previous Comprehensive Plan was too long and included an unrealistic amount of action plans. The group was unified in their desire to create a new, more manageable plan that sets focused and obtainable goals. The ideal plan will include the 4 goals identified during the community volunteer SWOT activity back in September 2022, in addition to the 9 elements required by the state. To further encourage community involvement, the Commission has decided to recruit local residents to join 4 different task force teams, one for each goal. Each Plan Commission Member will chair a task force with Ann Hoffman leading the

“Merrimac Identity Development” team, Bob Pfaff leading the “Environmental Impacts” team, and Bob Garrison leading the “Public Lake Access” team. The 4th goal of “How to Better Leverage Community Resources” was not assigned a leader at this time. The task forces will contribute to the Comprehensive Plan Document in addition to creating and implementing action plans that help the Village reach its targeted goals. Administrator Klecker and Commission Member Pfaff agreed to work on creating an outline for the Plan Document in the coming weeks

Item 4. Adjourn: At 5:47pm Hoffman/Garrison motioned to adjourn. All Ayes. **Motion Carried**

Draft Minutes of the Village Board Meeting February 14, 2023

Item 1. Call to Order: The Village of Merrimac Board of Trustees Meeting was called to order in Village Hall by Village President Phil Budde at 5:00PM. Village Trustees Andrew Gallus, Jim Malmberg, and George Naxera were present, with Kirk Olson absent. Also in attendance were Administrator Jennie Klecker, Director of Public Works Justin Schultz, Village Assistant Margaret Budde and members of the public as listed on the sign-in sheet. President Budde examined the affidavit of posting and confirmed that advance public notice of the meeting conformed to statutory requirements.

Item 2. Public Input: Trustee Malmberg spoke on behalf of a resident who asked him if the Village was required to run the siren late at night for all Fire Department calls. Trustee Gallus responded that the siren is sounded in addition to pagers to help ensure that all Fire Department personnel are alerted to the call, which is particularly important late at night when a

page can be missed. By agreement, the siren is automatically sounded by Sauk County Dispatch for all Sauk Prairie mutual aid fire calls, however it does not go off for EMS calls.

Item 3. Consent Agenda: Naxera/Malmberg 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: Malmberg/Gallus motioned to approve payment of outstanding monthly bills as listed on items 4.i.-4.v. of the Agenda. Upon Roll Call Vote, All Ayes. **Motion Carried.**

Item 5. Buffardi Rip Rap Project – DNR Response. Consideration of Village Action Regarding Our Zoning Code: President Budde gave a Power Point presentation that began with an explanation of the two jurisdictional aspects of the Buffardi Project. The DNR has jurisdiction over the lake shore and the Village has jurisdiction over the drainage channel via our ordinances. In regard to the drainage channel, President Budde made the case that the project significantly restricts the flow of the drainage channel and violates Section 185-8.f. Preservation of Topography, which states; “In order to protect owners from possible damage due to change in the existing grade of adjoining lands and to aid in preserving and protecting the natural beauty and character of the landscape, no change in the existing topography of any land shall be made...which would alter the existing drainage or topography in any way as to adversely affect the adjoining property.” Mr. Budde suggested the Board cite the Buffardis for exceeding the Village approved site plan and violating ordinance 185-8.f. He also recommend the Village require 4 feet of riprap be removed from the drainage channel. Mr. Buffardi argued

Website: merrimacwi.gov

Email: merrimac@merrimacwi.gov **Village Hall:** 608-493-2122
REGULAR OFFICE HOURS: Monday—Friday, 9 a.m. to 3 p.m.

that the Village Board approved his plan, “as long as they followed the DNR rules,” which allow for up to 8 feet of rip rap. On January 20, 2023, Luke Roffler, a representative of the DNR Waterways Program, completed a site visit at the Buffardi property and concluded, “I see no issue with the rip rap project,” and that “The final project is well within the design criteria of the exemption checklist.” President Budde concluded that that while the DNR may have approved the project, the work done on the drainage ditch extends beyond the plan approved by the Village Board on 10/11/23 and as a result, adversely affects the neighboring conservancy property, which is in violation of Village zoning ordinance section 185-8.f. Gallus/Naxera motioned to cite the Buffardis for violating village ordinances. Upon roll call vote, Naxera, Gallus and Budde voted Aye, Malmberg voted nay. **Motion Carried.**

Item 6. Comprehensive Plan Update: Trustee Malmberg gave the Board an update on the Plan Commission’s progress with the new Comprehensive Plan. He explained the 4 goals identified during the SWOT analysis and the decision to create 4 task forces, led by each of the Plan Commission members. The Commission will continue their efforts and give regular updates to the Village Board.

Item 7. Report of the Administrator: 7.a. WISDOT Response to Hwy. 78 Speed Limit Reduction Request; Administrator Klecker spoke to Andy Winga from WISDOT regarding the Village’s desire to reduce the speed limit on Hwy 78 and requested a traffic engineering study be conducted to review the current speed limit. We can expect a determination from WISDOT by late spring/early summer. 7.b. Driver Feedback Sign Quotes; Administrator Klecker solicited quotes on Driver Feedback Signs from 4 different suppliers and determined the average cost to be around \$3,200-\$3,800 per sign. She recommended waiting until the Village hears back from WISDOT regarding the speed limit reduction before making a purchase decision. 7.c. ATV/UTV Sign Application Approval; The Village has received approval of our ATV/UTV Sign Application from WISDOT. The Sauk County Hwy Dept. will be installing the signs in early March. 7.d. Peterson Sanitation Letter to Residents and

Tote Delivery; Residents will soon be receiving a letter From Peterson Sanitation informing them that new garbage and recycling containers will be delivered to their homes the week of February 20. The letter also includes information on container placement and instructions. 7.e. 2022 Audit; Wipfli conducted an onsite visit on Monday, February 6, as part of the annual financial audit. They hope to have the full audit completed sometime in March. 7.f. Joint Powers Agreement – Sauk County 911 Emergency System; Naxera/Gallus motioned to approve President Budde sign the Joint Powers Agreement 3-year renewal for the Sauk County 911 System. All Ayes. **Motion Carried.** 7.g. Cell Phone Stipend; Naxera/Gallus motioned to increase employee cell phone stipend from \$40 per month to \$50, as called for in the 2023 Budget. All Ayes, **Motion Carried.** As the Deputy Clerk is frequently required to use their personal cell phone for Village matters, Naxera/Gallus motioned to expand the \$50 per month stipend to the Deputy Clerk Position. All Ayes, **Motion Carried.**

Item 8. Report of the Director of Public Works: 8.a Huber Fine Screen Update; Energenec completed service on the Huber Fine screen in early February. Brushes were replaced, however, the wear bars are still in good shape, so the parts will be stored on site until the next required service date. A water solenoid was not working and a necessary replacement has been ordered. 8.b. CTW Well Inspection; Work on the down-hole well inspection should begin in the next few weeks.

Item 9. Report of the Village Assistant: 9.a. Proposed PLC Replacements; Village Assistant Budde proposed using ARPA funds to proactively replace the PLC, a critical communication component used in the SCADA computer system. Naxera/Malmberg motioned authorize expenditure of approximately \$15,000 for the replacement of the Village Hall PLC, using ARPA funds. Upon Roll Call Vote, All Ayes. **Motion Carried.** Malmberg/Naxera motioned to pre-authorize future expenditure of up \$6,000 towards Lift Station PLC and radio replacement, at staff discretion, as failure or supply chain issues occur. Upon Roll Call Vote, All Ayes. **Motion Carried.** 9.b. Proposed Change Order No. 2;

Naxera/Gallus motioned to pre-authorize Village Administrator and President to approve upcoming change order No. 2, which addresses the Well No. 1 Improvements Project cost savings of \$15k – \$20k, identified by Strand Associates. 9.c. Management of Time-Sensitive Change Orders; Gallus/Naxera motioned to pre-authorize Village Administrator and President to approve Change Orders deemed time-sensitive, up to net increase of \$2,500.

Item 10. Personnel Matter: Cindy Spradlin has resigned as Deputy Clerk, effective March 1, 2023. Naxera/Gallus motioned to authorize Administrator Klecker to advertise locally for the Deputy Clerk Position. All Ayes, **Motion Carried.** Naxera/Gallus motioned to hire Village Assistant Margaret Budde on a limited term basis as Interim Deputy Clerk, at minimum wage, until a full time Deputy Clerk is hired. All Ayes, **Motion Carried.** Naxera/Gallus motioned to appoint Administrator Klecker, DPW Schultz, Village Assistant Budde, and Trustee Gallus to serve on the Deputy Clerk hiring committee. All Ayes, **Motion Carried.**

Item 11. Adjourn: At 6:26pm Gallus/Naxera motioned to adjourn. All Ayes. **Motion Carried.**

Respectfully Submitted,

Jennie Klecker
Administrator/Clerk/Treasurer

Next Village Board Meeting
March 14, 2023
5:00 PM @ Village Hall

Plan Commission Meeting
March 6, 2023
4:00 PM @ Village Hall

AA Meetings
Wednesday Evenings 7:00
@ Merrimac Village Hall. Questions?
Contact Chuck @ 608-795-0050

Winter Brush Pick-up Dates
March 8, April 12
4 feet wide by 4 feet high, up to 8 feet long with brush stacked parallel to and near the road

SPRING ELECTION
Tuesday, April 4, 2023



Polls Open
7:00am – 8:00pm

Merrimac Village Hall
100 Cook Street

Registered candidates on the ballot for two Village Trustee Positions include:

Kirk Olson

Margaret Budde

Nathan Taylor

One registered candidate on the ballot for Village President

Andrew Gallus

Questions? Call 608-493-212

The Plan Commission is Looking for Volunteers!

The Plan Commission is looking for Volunteers for several exciting new committees!

* **Want to make an impact in your local environment?** Contact Bob Pfaff @ 608-963-3602 for more information.

* **Are you interested in crafting a vision for Merrimac's future by exploring our community's unique identity?** Call Ann Hoffman @ 483-9444 or email hofhtak@gmail.com to find out more.

* **Would you like to see public lake access in the Village of Merrimac?** Send Bob Garrison an email bobg7070@icloud.com

Get involved locally and "Be the change you wish to see in the world!"



Job Opportunity

The Village has an opening for Deputy Clerk. The new Deputy Clerk will assist Administrator Jennie Klecker with Village Operations.

Responsibilities: prepare payroll, utility bills, Village Voice, accounts payable and receivable; receive property tax payments; answer phones; process mail.

Requirements: Excellent communication & computer skills, basic accounting, organizational skills, ability to prioritize and work independently, attention to detail. Experience with accounting software a plus.

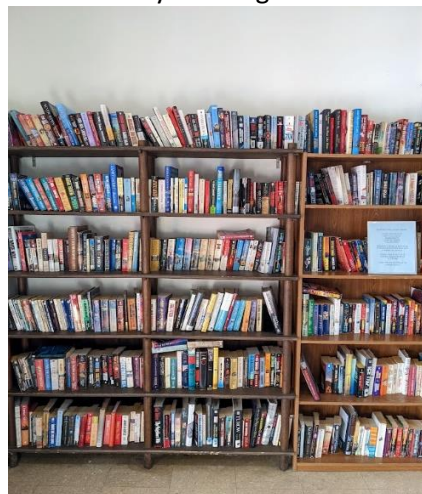
Pay & Benefits: \$17-\$19/hour, depending on experience, paid time off (PTO), Wisconsin Retirement System, Health Reimbursement Account contribution.

Submit your resume by March 8 to Village Administrator Jennie Klecker at merrimac@merrimacwi.gov.

Fiction, Non-Fiction, Western, Romance, Politics, Mystery, Thrillers, Sy-Fi, Cookbooks, Crafts, Gardening and more!

We've got a little bit of everything!

Stop by and check out our growing library at Village Hall.



2023 Dog & Cat License Reminder

Village Ordinances require all dogs & cats over the age of 5 months be licensed each year. Fees below:

	DOGS	CATS
Neutered or Spayed	\$7.00	\$4.00
Unaltered	\$12.00	\$8.00

Fall/Winter Street Parking

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.



Snow Removal

Clearing snow from sidewalks and ensuring access to mailboxes is the property owner's responsibility pursuant to Village Ordinance 129-5. Sidewalks shall be cleared within 24 hours following the end of a snowfall event. **If walks are not cleared within 48 hours, the Village will clear the walks and bill the homeowner for this service.**

Rep. Dave Considine to Visit Merrimac Village Hall

March 8th 5:00-6:00PM

Join me
FOR A LISTENING SESSION

WEDNESDAY, MARCH 8TH

**5:00-6:00PM - VILLAGE HALL,
MERRIMAC**

**6:30- 7:30PM - RUTH CULVER
LIBRARY, PRAIRIE DU SAC**

**SPEAK YOUR MIND, ASK QUESTIONS,
AND SHARE YOUR IDEAS FOR OUR
STATE. ALL ARE WELCOME!**

