

**VILLAGE OF DRESSER  
VILLAGE BOARD PROCEEDINGS**

Pursuant to due call and notice thereof, a Village Board meeting was held on Monday, April 2, 2018, in the Municipal Office, 102 West Main Street. Jodi Gilbert, Clerk called the meeting to order at 6:31 PM. Gilbert called for nominations to appoint a chairman for tonight's meeting since Bryan "Fatboy" Raddatz was not physically in attendance. Motion Bjorklund/Durand to nominate Cathy Frandsen to chair the meeting tonight. Gilbert called for any other nominations. No other nominations were made. Gilbert called for a vote. All members of the board present voted yes. Motion Carried. Frandsen to chair the meeting. Frandsen stated that Raddatz is attending the meeting via telephone. Frandsen called for Roll Call: Wayne Moberg, Richard Durand, Grace Bjorklund, Cathy Frandsen, and Elina Kuusisto. Bryan "Fatboy" Raddatz attending meeting by telephone. One open position on the board at this time. Also present Attorney Tim Laux, Jodi A Gilbert-Clerk/Treasurer, Arik Mahler, Robert Thompson, Ryan Haass, Gene & Sharon Hendricks, Jeff Gutzmer, Karen Andrie, Sandy Bassett, Brock Geyen, Warren Peterson, and Cassie Peterson. The InterCounty Leader, The Standard Press/Ledger, and The Osceola Sun newspapers were present. Salute to the Flag was given.

**APPROVAL OF MINUTES:** Motion Kuusisto/Moberg to dispense with the reading of the minutes. All in Favor. Motion Carried. Motion Bjorklund/Durand to approve the minutes of the Village Board Meeting, March 5, 2018. All in Favor. Motion Carried. Motion Kuusisto/Bjorklund to approve the minutes of the Closed Finance/Personnel Committee Meeting, March 7, 2018. All in Favor. Motion Carried. Motion Bjorklund/Moberg to approve minutes of the Open Finance/Personnel Committee Meeting, March 7, 2018. All in Favor. Motion Carried. Motion Kuusisto/Durand to approve minutes of the Public Works Committee Meeting, March 14, 2018. All in Favor. Motion Carried. Motion Bjorklund/Kuusisto to approve minutes of the Special Village Board Meeting, March 28, 2018. All in Favor. Motion Carried.

**CITIZEN COMMENTS:** Frandsen opened up the floor to citizen comments. Cassie Peterson made a statement but did not submit anything in writing. No other citizen comments. Frandsen closed citizen comments.

**PREREGISTERED:** The 2017 Audit Results were presented by Brock Geyen-CliftonLarsonAllen LLP. In your packet is a handout summarizing the audit. 1. Auditor's Report(Opinion) is the same as last year. WRS Retirement Plan – the state came back and the Asset in the books is now a Liability. Management Letter 1. We help with the annual audit adjustments. 2. We draft the audit. 3. Lack of Segregation of Duties. We found no fraud or errors. Now to the Financial Highlights. 2. General Fund. On the top are the assets – the other funds borrowing from the general fund such as the utilities are slowly paying back the general fund. You then have your unassigned, nonspendable to other funds, and the assigned monies – carryover money set aside for future use. \$566,042 is your true reserves. Your expenditures were \$492,787. The % of unassigned fund balance to the general fund expenditures is 114.9%. That is a good sign. You can cover your expenses. This has been increasing because the utilities are paying back the general fund. You are in good shape. 3. Special Revenue Funds. You have the CDBG Loan program where you loan out money to homeowners and what is repaid is the reserves at the end of the year. This past year there were no new loans. Library Fund had a decrease this year. 4. Debt Service Fund – All Principal and Interest payments were met. 5. Water Utility – Cash has been zero – it has turned around some there is a change in net position. Generating a profit to

## Page 2 of 6 – Village Board Proceedings – April 2, 2018

cover this year's costs or to cover big expenses in the future. The change of net position was \$38,832. The current ratio we would like to get that to a 1. Right now you are at .2. If you are at 1 you have revenues to pay expenses. Wastewater Utility. The cash has been negative - borrowing from the general fund. The change in net position is \$4,888. Essentially you are at a break even point. With a full year and the new rates in 2018 we hope to see better results next year. The unrestricted is (\$142,971). 6. Long Term Obligations – You issued some debt at the end of 2017 – CDBG Street Project interim financing. You will be taking out bonds to pay that down. The General Obligation Debt as Percent of Debt Limitation is 23.9%. You are within the guidelines. Even with the new debt no problems. Overall there are a lot of positive things. It was a good year. The board had no other questions for Brock. The board thanked him for coming.

Discussion was held regarding a request from Warren Peterson to rezone PID#042-00373-0000 in the Town of Osceola – Town of Osceola has already approved contingent upon Village of Dresser approval. Laux stated this needs to go to the Plan Commission. The reasons are 1. Under the Village Zoning and Subdivision Code. Chapter 18. The Village has extraterritorial authority in an area mile and half from the corporate limits of the Village. That authority includes that an individual not divide any land in that jurisdiction resulting in a minor subdivision without review. This would qualify as a minor subdivision. Chapter 236 State Statutes requires a certified survey map. Section 18.05(13)(b) – minor plat requirements. All minor plats require a certified survey map the map would be recorded and approved by all local authorities which includes the Village. Chapter 236 tells you what is required. When it comes to the process of subdividing chapter 18.06 calls for a certified survey map and a preliminary meeting with the Plan Commission. Section 18.07(1) states before filing a description of the map the person shall meet with the Plan Commission on what is required. So then because this parcel in particular is in the Village Growth Area – south of Silver Ridge in Timber Ridge which is outside of the Village limits but within the extraterritorial zoning area you now look to the Cooperative Boundary Plan that the Village and Town entered into and the Department of Administration approved 3-4 months ago. In the Cooperative Boundary plan in Section 3 there is a reference to the Town planning area and the Village planning area. This property is in Village Plan area growth area and extraterritorial review area. Even though the Town has in the Cooperative Plan the authority to enforce its own zoning it was agreed upon with the Village in the Cooperative Boundary Plan that Extraterritorial Zoning will apply. Section 10 Towns authority to zone as they see fit and in the Village growth area there are 3 or 4 layers of zoning which applies to this situation. This is after review of an email from the Polk County Zoning Administrator. Mr. Peterson - regarding the maps – it says you can do that and still have to get county approval as well. That is not a dispute but realize not necessarily any difficulty with the proposal, but the procedure and number of jurisdictions that have their fingers in the pie. Even in the Village we approve the zoning change – there is more that has to be done. This needs to be referred to the Plan Commission. Who is going to notify the applicant of that procedure? Mr. Peterson is present at the meeting. Peterson stated I have talked to Jason at the County and in order to split the property had to start with this procedure. This is what Doug Schmidt told me. A surveyor doesn't want to work on it at this point. In order to go to the town plan commission – Jason made the map at Polk County and I can't do the county application until Dresser approves this since I am in the growth area. That I didn't know until the March 6<sup>th</sup> meeting. I get approval from Dresser then I can do my application with the county. I won't be doing a certified survey map until I subdivide. Laux stated you need to have a preliminary plat before Plan Commission. That is a Dresser thing and it is all in Chapter 236 State Statutes. Someone could make a recommendation to refer the application to the Plan Commission. This is nothing new – I

### **Page 3 of 6 – Village Board Proceedings – April 2, 2018**

would talk to a surveyor and work with Dresser. They will give you and draw the lines on a map and bring that to the Plan Commission. The surveyor can get the Plan Commission a map. Motion Kuusisto/Durand to recommend sending Warren Peterson's request to rezone PID#042-00373-000 to the Plan Commission. All in Favor. Motion Carried.

**PUBLIC WORKS:** Discussion was held regarding the 2018 Street Maintenance. Gilbert stated all of the estimates have not been returned so in talking with Rob and Arik we felt that this should go back to another public works committee meeting to finalize before the board acts on it. We can prioritize what needs to be done and bring that back. Motion Bjorklund/Moberg to refer the 2018 Street Maintenance back to the public works committee. All in Favor. Motion Carried.

Discussion was held regarding the purchase of a Mack Plow Truck for \$91,625.00 with Universal Attachments for \$79,515.00 for a total cost of \$171,140.00. Mahler stated you have the quote from Mack and Universal and this is a final quote on what we are looking to get. It has everything there we need and want. This is a firm number. Mahler explained the highlights. We added the engine break and with the attachments it is a stainless steel box. We have included a Belly Blade. Raddatz stated the box is a great deal. It has an underbody blade and a front blade. The Belly Blade is good for ice build up. Getting the wing will allow us not to have as much built up on the curbs. It can throw it further. Any other questions? Raddatz asked is everything in this truck that we will want – we will have it for the next 20 years. Mahler stated yes. This is an awesome truck. It is not missing anything. Universal for the attachments is who everyone else is using. Raddatz stated I believe we did save some money going with Universal. Does this have to go back to the public works committee? Raddatz stated no. Need to check into whether we have to sign a purchase agreement with them. Motion Bjorklund/Kuusisto to move forward with the purchase of a new Plow Truck - approve purchasing a Mack Truck in the amount of \$91,625.00 and Universal Attachments in the amount of \$79,515.00 for a total cost of \$171,140.00 and to authorize Mahler to move forward with the paperwork needed to purchase. Roll Call Vote was called for. All members of the board present voted yes. Raddatz was unable to vote. One position on the board vacant. Motion Carried.

Discussion was held regarding repair work for the Water Tower. Gilbert stated this needs to be sent back to the public works committee. There are some questions that need to be answered before moving forward with this. Bjorklund stated Tim may want to review the terms and conditions. Motion Bjorklund/Moberg to move the repair work for the water tower back to the public works committee. All in Favor. Motion Carried.

Discussion was held regarding the contract between MSA Professional Services and the Village of Dresser for the construction phase of the Horsmann/Peterson Project. Laux stated I will give you the short winded answer. I sent an email and contract back on March 20<sup>th</sup>. It was contingent upon meeting the insurance requirements. It appears that information was forwarded to the League of Municipal Insurance Company. Between the time it was sent to league and the league getting back to the Village on this particular issue the contract was signed. The advisory from the Insurance Carrier is that we can't do one of the things. I have talked to Dave Rasmussen at MSA and passed on our concerns regarding the particular part of the contract and last Thursday or Friday agreed to delete that paragraph from the contract. We are getting there and just need to get clearance from Dennis Tweedle with the League Insurance Company and then MSA can redraft the document and the new Village President will

#### **Page 4 of 6 – Village Board Proceedings – April 2, 2018**

sign the new contract. From a legal contract there is a provision to perform. Our insurance carrier will not let us do the things that are in the draft. If the board is satisfied with the explanation they could authorize the President and Clerk to sign the contract. It doesn't need to come back unless you want to reread the 38 page contract – that is exactly what is going on. Laux continued this is happening all over the country – nation wide many owners are looking to subcontract work – consultants/contractors they are putting in contracts provisions for the one performing the work naming the owner as the additional insured. It is not worth the piece of paper it is written on. In the courts it doesn't bind anyone. Not just naming but providing an endorsement on the policy. This is not new to MSA or any other engineering firm. There was no push back from MSA on Dennis's catch. The signature was premature. I would recommend authorizing the Clerk and President to sign if the language changes are approved by Tim so you don't have to wait another month. Motion Bjorklund/Durand to authorize the Clerk and Village President to sign a redraft of the contract with MSA upon approval of our Attorney Tim Laux who is to verify the correct language in the contract. Tim stated I will be waiting from the league for the correct wording. All in Favor. Motion Carried.

Discussion was held regarding the 2017 Consumer Confidence Report for Dresser Waterworks. Thompson stated we have some numbers into this report from the computer/web site. This is the report that comes from that. We send in our samples once a month. Gilbert stated this is an annual report required of the DNR. It will be mailed to all residents and posted on the web page. Bjorklund stated our water is safe. No action needed.

Motion Bjorklund/Moberg to approve Spring Solid Waste Clean Up with Waste Management to be held April 26<sup>th</sup> to May 10<sup>th</sup>. The maximum amount a resident can dump is 1,000 lbs. Authorization form required through the Clerk's Office. All in Favor. Motion Carried.

Motion Durand/Kuusisto to offer Free Brush Chipping to residents during the 3<sup>rd</sup> week of each month from April to October and free use of the Dresser Public Works Compost Transfer Site for leaves and grass clippings. All in Favor. Motion Carried.

Robert Thompson and Arik Mahler will be in Plover WI at WI Rural Water Association from April 22 to April 26 for training for their Water Certification Exam that they will be taking on May 2, 2018. Frandsen stated we will have coverage while they are out. The test will be in Rice Lake.

Public Works Monthly Report: March 2018 was presented to the Village Board. Thompson read through the report. We did some preventative maintenance on some trees. Went to a class in Cumberland. Changed well motor oil which should be done once a month. New street signs for Horsmann and Peterson were ordered. There was one hydrant that was leaking – we ordered some parts and got it fixed. We started flushing hydrants. There are 81 in the Village and 35 are now done. The Preconstruction meeting for the Horsmann/Peterson project will be coming up.

**FINANCE:** Motion Kuusisto/Bjorklund to approve the recommendation from the Finance Personnel Committee to give a \$1.00 per hour wage increase to Robert Thompson and Arik Mahler effective April 13, 2018. Any future raises will be concurrent with the other employees. Raddatz stated this was part of their 6 month review. All in Favor. Motion Carried.

**Page 5 of 6 – Village Board Proceedings – April 2, 2018**

Motion Bjorklund/Moberg to approve renewing the Dresser Employee Dental Insurance with Guardian Dental – No change in premium. Bjorklund stated this is in the budget. All in Favor. Motion Carried.

Motion Kuusisto/Durand to approve Operator's License – To Sell Fermented Malt Beverages and Intoxicating Liquors for Jeffrey Johnson and Jennifer Wells. The applications and information is in front of us. Durand asked Haass if he had any comments. Haass stated no. All in Favor. Motion Carried.

Motion Bjorklund/Fransen to approve the monthly Vouchers #37145-#37230 totaling \$86,225.80. Roll Call Vote. All members of the board present voted yes. Motion Carried. Gilbert stated you will see that Polk County will be reimbursing the Village of election costs from the two Special Elections that were held in December and January.

Motion Frandsen/Bjorklund to approve retaining Ehlers as Dissemination Agent for Issuer Continuing Disclosure Required Under Securities and Exchange Commission Rule 15c2-12 at a fee of \$750.00 per year. All in Favor. Motion Carried.

Resolution #04-2018 Resolution Providing for the Issuance, Sale, & Delivery of a \$1,108,000 General Obligation Promissory Note of the Village of Dresser, Wisconsin. Motion Kuusisto/Durand to move Resolution #04-2018 into immediate consideration. All in Favor. Motion Carried. Motion Durand/Moberg to pass and approve Resolution #04-2018. Any discussion. Gilbert had an explanation in the board's packet. Frandsen called for a Roll Call Vote. All members of the board present voted yes. Motion Carried. Raddatz was unable to vote. One open position on the board.

**LIBRARY:** Presentation of the Library Board Minutes: Amended February 12, 2018 minutes – March 12, 2018 minutes – March 17, 2018 minutes. Frandsen stated we had one amendment to the February minutes which has corrected what was said. There was a lot of discussion at the March 12<sup>th</sup> meeting. The disk cleaning policy was approved in April and will go into affect in May. The Little Story Time has been suspended for right now. At the March 17<sup>th</sup> meeting we approved recommending to the Village Board that they accept Amber Yares resignation as Library Director. Deb and Linda are picking up some extra hours and we have compensated them for that. Library hours have not changed.

Motion Bjorklund/Kuusisto to accept the resignation of Amber Yares as Dresser Library Director effective March 29, 2018. All in Favor. Motion Carried.

**PUBLIC SAFETY:** Building Inspector Report was presented to the Board. One new house.

The Police Department March 2018 Report was presented. Last month the department was audited from Training and Standards. They did give us some recommendations on documentation for future hires. That has been added to the file. Dog licenses are past due and I am working with the Clerk to get notices out to those who are delinquent.

Update from the Osceola Ambulance Meeting that was held on March 7, 2018. Raddatz stated we just had a quorum. We did a few financials. No update on the new ambulance at this time. Mr. Johnson with Friends of the Ambulance states that they have secured the money and did order it. Looking like

**Page 6 of 6 – Village Board Proceedings – April 2, 2018**

mid to late April on the new ambulance. Originally we were hoping for May. We had a few set backs and it is still coming.

**PUBLIC WELFARE:** Nothing on the agenda.

**PLAN COMMISSION:** Nothing on the agenda.

**OTHER BUSINESS:** Motion Durand/Kuusisto to proclaim April 2018 as Fair Housing Month. There are 3 requirements – Jodi will go back to Laura at MSA to clarify what else needs to be done. Frandsen read the Fair Housing Month Proclamation to the public. All In Favor. Motion Carried.

Dresser was named a 2017 Tree City USA by the Arbor Day Foundation. Bjorklund stated it takes a lot of documentation during the year so that the application can be submitted and that we would qualify for this. If we meet all of those requirements then we are given the honor.

There will be no Special Board Meeting in April for the Sale of the Bonds for the Horsmann/Peterson Project. This sale will coincide with the May 7, 2018 Village Board Meeting.

The Village of Dresser Employees will be attending Annual Safety Training, Tuesday, April 10, 2018 at the St Croix Falls Fire Department – hosted by Advanced Safety Technology, Inc. Please make sure there is a sign on the door that the office will be closed. Gilbert stated she will take care of this.

Spring Election to be held on Tuesday, April 3, 2018. Polls open 7AM to 8 PM.

Dresser Community Wide Garage Sales will be held Thursday, May 10<sup>th</sup> – Saturday, May 12<sup>th</sup>

Monthly update from Village President, Bryan “Fatboy” Raddatz. Raddatz stated thank you and nice job Cathy in running the meeting. I look forward to working with the citizens and employees. I am new to the role and hope to work to bring a positive impact to the Village. Thank you and stay warm.

**MAY AGENDA BUSINESS:** Nothing was stated.

**NEXT MEETINGS:**

Library Board Meeting, Monday, April 9, 2018 at 6:30 PM

DOG Fire Association Meeting, Thursday, April 19, 2018

Arbor Day, April 27, 2018 – Program at the Dresser Elementary School

Village Board Meeting, Monday, May 7, 2018 at 6:30 PM

Osceola Ambulance Meeting, Wednesday, May 16, 2018 at 6:00 PM

Board of Review-Monday, May 21, 2018 6:00 PM – All Board Members required to attend

Raddatz stated I would like to thank you Cathy for your time on the board. Cathy stated I am a little sad to be going, but my family needs me.

**ADJOURNMENT:** Motion Kuusisto/Moberg to adjourn at 8:03 PM. All in Favor. Motion Carried.

Jodi A Gilbert-Village Clerk

These minutes have not been approved.