

**VILLAGE OF DRESSER  
POLK COUNTY  
VILLAGE BOARD PROCEEDINGS**

Pursuant to due call and notice thereof, a Village Board meeting was held on Monday, April 3, 2017, in the Municipal Office, 102 West Main Street. Bryan Beseler, Village President called the meeting to order at 6:30 PM. Beseler called for Roll Call: Cathy Frandsen, Wayne Moberg, Grace Bjorklund, Richard Durand, Elina Kuusisto, Bryan "Fatboy" Raddatz and Bryan Beseler were all present. Also present Attorney Tim Laux, Jodi A. Gilbert-Clerk/Treasurer, Steve Jacobs-Public Works Supervisor, Ryan Haass-Police, Brock Geyen, Dave Rasmussen, and Gene & Sharon Hendricks. The Standard Press/Ledger Newspaper and the InterCounty Leader Newspapers were present. Salute to the Flag was given.

**APPROVAL OF MINUTES:** Motion Raddatz/Frandsen to dispense with the reading of the minutes. All in Favor. Motion Carried. Motion Bjorklund/Moberg to approve the minutes of the Village Board Meeting, March 6, 2017. All in Favor. Motion Carried.

**CITIZEN COMMENTS:** Beseler called for any citizen comments. Nothing was stated. Beseler closed citizen comments.

**PREREGISTERED:** Brock Geyen-CliftonLarsonAllen LLP – Presentation of the 2016 Village of Dresser Audit Report. Geyen stated that the Final Audit Books have been delivered if you want a copy. The board reviewed a document – Audit Report Notations. Item #1. The Village didn't implement pension standards so the auditor's report states that. It doesn't affect the budget. The PSC Report is done and filed. You also received an unmodified report. In our management letter there are 3 material weaknesses - 1. we draft the report under GAAP 2. We do propose Material Audit Adjustments 3. Lack of Segregation of Duties. At the same time we didn't note any fraud issues. Item #2. General Fund: Due from Other Funds \$84,590. You were able to pay some of that back at the same time you had advances to other funds such as a long term loan to the sewer and the water looping project. This is an accumulative number - \$210,687. Total Nonspendable - \$210,687 money to other funds. The Assigned is carry over monies totaling - \$151,226 which includes the LGIP. The unassigned - \$398,288 is the true reserves which we compare to your expenditures giving us 82.1%(% of Unassigned Fund Balance to General Fund Expenditures) which did increase. You have a positive \$76,111. Revenues exceeded expenses. You did have some unspent budget items such as Civic Software Upgrade, LRIP Project, and Tennis Court. We look at reasons why the fund balance grew. Item #3. Special Revenue Funds. You have the CDBG Housing Rehab Fund – this is a revolving loan fund which when the loans are paid back the money can be relent out to other homeowners. You also have the Library Fund. Item #4. Debt Service Funds. \$47,754 is the balance that remains on the DOG Fire Truck Loan. It is a net obligation of zero to the Village. Item #5. Enterprise Funds – Water Utility. It continues to carry a deficit – negative cash – you did have a rate change in 2016 so if you look at the bottom you did have a positive change in net position of \$22,835. The fact is that the cash is still negative. You are collecting on the new rates. Beseler asked do we need to look at a simplified rate increase at this time. Geyen stated I would wait and see how this pans out. There is no immediate need for project cash as long as everything stays the same. If you had not done the looping project you would have been even better off then what the numbers show right now. Enterprise Fund – Wastewater Utility. You have had a rate change in January of 2015 and the 2<sup>nd</sup> tier in July 2016. So half of 2016 had another increase. Cash is a deficit. Change in Net Position is a negative \$32,066. Rates did not cover the cost. In 2015 the Assessment costs to Osceola was much less. In 2016 the costs to Osceola were back up. You have another rate increase planned for January 2018. Item #6. Long-Term Obligations. Your overall debt has decreased. Then General Obligation Debt as Percent of Debt Limitation is at 28.6%. Geyen asked for any questions. Nothing was stated.

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Discussion was held regarding entering into a contract with MSA for the preparation of a Community Development Block Grant for Public Facilities (CDBG-PF) Application. Rasmussen stated this is to do the application for the block grant. Over the last couple of weeks the Village did an income survey of the Horsmann/Peterson area in the Village. We did the results and they are positive and you do qualify to apply for a grant. A little background on the survey. You did three areas and that is what we sent to the State. They kicked out the North side of State Street. It was good to do the whole area because it is much easier to eliminate a section then having to go back and resurvey. As a result there were 83 occupied units(families). The State is now looking at population/families. You then look at the number of people that were LMI and you are at 59%. You need to count the 8 that didn't respond and even when we put those in there you are still at 53.3% LMI. DOA has reviewed this information and said we can go ahead and apply. There are several action items for tonight's meeting. The application is due May 25<sup>th</sup> and they will make the announcements the last week of July. So you will find out at the end of July if the Village will receive an award. Rasmussen continued when I went to training they have any where from 4.9 to 9.9 million dollars. This is down from last year. Beseler asked for a motion on the contract. Motion Bjorklund/Kuusisto to enter into a contract with MSA for the preparation of a Community Development Block Grant for Public Facilities (CDBG-PF) application. All in Favor. Motion Carried.

### Resolution #01-2017 Adopting A Citizen Participation Plan

1. Motion Kuusisto/Raddatz to move Resolution #01-2017 into immediate consideration. All in Favor. Motion Carried.
2. Motion Durand/Fransen to pass and approve Resolution #01-2017.
3. Discussion was held – Beseler stated I believe this is all standard wording. Rasmussen stated when you apply you are required to have a citizen participation plan in which this assures that there will be at least two public meetings. The first Public Hearing will be on May 1<sup>st</sup> and then if awarded you will have another meeting at that time. This is the minimum requirement. You need to have this plan in place and they want to make sure you have public participation in this project.
4. Beseler called for a Roll Call Vote. All board members in attendance voted yes. Motion Carried.

Discussion was held regarding a request to change the wording on the Chipping Policy, to offer Free Brush Chipping to residents during the 4<sup>th</sup> week of each month from April through October and free use of the Dresser Public Works Compost Transfer Site for leaves and grass clippings. Jacobs stated I added in the dates of the chipping and looking to change it from the 3<sup>rd</sup> week to the 4<sup>th</sup> week. This service is not intended for contractors and Jacobs read the section he was proposing. Bjorklund asked are these the dates for this year. We don't want to revisit this every year and have to review the dates. Why are we changing the dates now Raddatz asked? Beseler stated I believe Haass has offered to help. Jacobs stated the changes are due to vacations. Raddatz stated we have all of the residents expecting the third week of the month why now change it. Bjorklund stated we don't want to have to revisit this all of the time. We are not doing this every year. Beseler asked about the wording "prior approval". Jacobs stated they should come to the board. Bjorklund stated they can't come if we only meet once a month. Raddatz stated I agree that this was put into place for trimming of some trees – people can't have big trees taken down and expect us to take care of it. This is not a tree service. If we have a storm I agree it is a different situation. Recently we had all of that wind and you were on top of it. Didn't we at one time have a time limit and sent out a bill. Beseler jumped in OK I will make this really easy. According to Dave Rasmussen we need to schedule a public works committee meeting to talk about the CDBG Application. I don't like to normally push things to committee, but this may be a good idea. The board agreed. Gilbert asked how the month of April would be handled. Beseler stated the current policy is still in place. We are still chipping the 3<sup>rd</sup> week of the month and Haass can help while Qualle is out. This month is taken care of and the public works committee will schedule a meeting and take a look at this.

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Motion Raddatz/Moberg to approve Spring Solid Waste Clean Up with Waste Management to be held April 27<sup>th</sup>–May 11<sup>th</sup>. The maximum amount a resident can dump is 1,000 lbs. Authorization form required through the Clerk's Office. No further discussion took place. All in Favor. Motion Carried.

The Public Works Monthly Report for March 2017 was presented to the board. Jacobs stated we did snow plow one time. Havlish was trained in for 2 hours and he plowed for 2 hours. Both pump houses are done with the painting. Under board directed jobs I will be going to the LRIP Program in Rice Lake. If any other board members want to attend with me let me know. I think this is how we can get funding. Bjorklund asked do you have to preregister? Jacobs stated I can call and make the arrangements. Bjorklund asked do we have a LRIP project this year or not. When would we know that? Beseler stated the purpose of the meeting is to make sure we understand the changes that are coming. Jacobs stated under carryover from last month. The clean up of yards has not been completed. The street sweeper in Osceola is broke down. When they are done in Osceola they will be up here. Raddatz stated by mid April? Jacobs stated I hope so. Bjorklund asked how long does it take them to sweep the streets. They usually spend about 8 hours. Jacobs stated it will take about 2 hours to sweep yards. Beseler asked can we have the fish pond opened. Jacobs stated the fish cover came off this morning. The line to the waterfall is still frozen. Bjorklund stated last month you said you would have estimates from contractors for our street work. Jacobs stated I have talked to Fahrner – they should be coming the beginning of this month. They should be able to give me some estimates on cost. They guaranteed me that we would be on their list. They skipped over us last year.

**FINANCE:** Motion Kuusisto/Frandsen to approve the monthly vouchers #36193-#36273 totaling \$42,569.78. Roll Call Vote. All members of the board present voted yes. Motion Carried.

Motion Raddatz/Durand to approve an Operator's License – To Serve Fermented Malt Beverages and Intoxicating Liquors for Alexis Fredrickson. Bjorklund stated she is only 18 and she can serve? Yes was stated. All in Favor. Motion Carried.

**LIBRARY:** The Library Board minutes from the March 13, 2017 meeting were presented to the Board. Frandsen stated that the biggest thing was that we reviewed the designs for the new sidewalk making the building more handicapped assessable. There were 3 designs we reviewed. The Library Board made a recommendation to the Village Board that they take a look at Plan #3 for Approval. I would like to thank Steve for his time. Beseler asked Jacobs if we can get this in front of the board next month. Jacobs stated yes. Bjorklund stated we need to see the plans. Raddatz asked why are you closing a checking account. Frandsen stated it an old equipment account and the monies need to be run through the Village Books. Raddatz commented and you have an unemployment claim from Susan Stepka. Frandsen stated yes she has filed and we are paying.

**PUBLIC SAFETY:** The Building Inspector Report for March 2017 was presented to the Board. There is a new house going up on State Highway 35. Also the house on State Street has been purchased and they are starting to demo the inside. Gilbert stated they have been in obtaining information for a building permit.

The Police Department March 2017 Report was presented to the Board. Chickens are not allowed in the Village. Haass stated the new computer is up and going even though I am still transferring data. I have started my list for Spring Clean Up. Letters will be going out. I try to send my letter at the same time as the Waste Management Spring Clean Up so residents have a way of getting rid of things. Yes the railroad light is down. There are still several dogs not licensed and letters will be going out.

**PUBLIC WELFARE:** Nothing on the agenda

**PLAN COMMISSION:** Nothing on the agenda

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**OTHER BUSINESS:** Dresser was named a 2016 Tree City USA by the Arbor Day Foundation.

Discussion was held regarding the contract between the Village of Dresser and Waste Management. The contract is up for annual negotiations. This is in the time frame laid out in the contract. Raddatz stated I read through the contract and from what I can see the rates have been going up 2 ½% a year. The contract says they can do 3%. Raddatz asked has the board shopped this. I know in the past others have looked at the Village but they are not a one pass company. Beseler stated there are bonus services we are getting with Waste Management. It was stated that Waste Management just bought Holdt's. They were providing service to the Centuria area. Raddatz stated we don't want garbage trucks in here every day. Right now you guys have every other week recyclable pick up. I would like to see what Waterman's would give us for pricing should we bid it out. Laux stated we may have bid it out 2009 or 2010. Bjorklund asked do we have time to bid it out. Laux stated your current contract expires December 31<sup>st</sup> 2017. Have to give notice by June 30<sup>th</sup>. It might be nice to see who else is out there. Beseler asked do we do a formal RFP – notify them and put it in the paper. Laux stated you notice cancellation and send out proposals. Raddatz stated so you cancel your cancellation. Laux stated if they come in the low bidder and meet all of your provisions. You would have a new contract January 1 2018 with whoever that could be – might be Waste Management. Motion Beseler/Raddatz approve a resolution to notice Waste Management that we will be terminating the existing contract and sending out request for proposals for residential refuse and recycling collection for the Village of Dresser. Laux will contact Waste Management and put together the RFP. All in Favor. Motion Carried.

Discussion took place regarding the renewal of all Zoning Board of Appeals terms for existing members effective March 1, 2017 as presented. Beseler stated we still have a vacancy. We have to look at the Statutes and may have to clean this up next month. Raddatz stated I may have some names. Motion Bjorklund/Beseler to renew the terms of the board of appeals existing members. Luke Loescher 3/1/2020 and Lynn Mikl 3/1/2020. All in Favor. Motion Carried.

Update from the Cooperative Boundary Committee Meeting that was held on March 20 2017. It was stated that no meeting took place on March 20<sup>th</sup> because the committee didn't have a quorum. Laux stated we are really close to finalizing this. The meeting has been rescheduled for April 17<sup>th</sup>. I believe Wallis has edited the language in the agreement and has asked me to make some comments. At this time I have no new questions. It was too bad that we couldn't have conducted the meeting. Once we have the final document then we will have to have a public hearing and then it gets submitted to DOA. Laux stated in the meantime I believe Neil Gustafson is off that committee and Doug Schmidt needs to appoint someone to that committee.

Information for the Board – F&A Dairy Permit has been reissued effective 4/1/2017 – 3/31/2022.

Spring General Election to be held on Tuesday, April 4, 2017 Polls Open 7AM to 8PM.

Monthly update from Village President, Bryan Beseler. Beseler stated I have nothing at this time. Public works needs to schedule a meeting.

**MAY AGENDA BUSINESS:** Nothing stated.

**NEXT MEETINGS:** Library Board Meeting, Monday, April 10, 2017 at 6:30 PM

Cooperative Boundary Committee Meeting, Monday, April 17, 2017 at 6:30 PM

Osceola Ambulance Meeting, Thursday, April 20, 2017

DOG Fire Association Meeting, Thursday, April 20, 2017

Arbor Day, Friday, April 28, 2017 – Dresser Elementary School

Village Board Meeting, Monday, May 1, 2017 at 6:30 PM

Board of Review – Monday, May 15, 2017 at 6:00 PM (Legally have to be open for 2 hours)

**ADJOURNMENT:** Motion Raddatz/Kussisto to adjourn at 7:30 PM. All in Favor. Motion Carried.

Jodi A. Gilbert - Village Clerk

*These minutes have not been approved.*