

**Special Village Board Meeting
January 7, 2020**

Board Present: President Dobbs, Trustee Weatherston, Trustee Stillman, Trustee Wanggaard, Trustee Prott, Trustee Martin, Trustee Wishau.

Absent: None.

Staff/Others: HR Director/Assistant Administrator Toni Muise, Development Director Peter Wagner and Attorney Elaine Ekes.

1. Call the meeting to order.

President Dobbs called the meeting to order at 6:00 p.m., at Village Hall, located at 5043 Chester Lane, Racine, Wisconsin.

2. Discussion and Possible Action on Village responses to citizen's questions/concerns.

If a Board member wants to address a citizen's complaint, they should run it through the Village Clerk so she can let the rest of the Board know that one person is working on it to avoid duplicating efforts.

3. Discussion and Possible Action on the ability to attend meetings via phone conference.

Trustee Weatherston felt calling in on a closed session meeting is not good practice since no one knows if anyone else is listening. Trustee Martin stated that two closed session meetings were scheduled while she was on vacation and wanted to be part of. She said she has always honored the privacy of a closed session meeting and felt they are part of her responsibility. She felt it is important that all Trustees attend a closed session meeting and she did not feel there was a problem. Further discussion continued about why it may not be a good idea to not be physically present. Trustee Martin was concerned that it is a way to narrow the viewpoints. Trustee Wanggaard felt that those not present for a last-minute meeting is a disadvantage to the person not physically present because they may not see documents, etc. Attorney Ekes stated that according to the Dept. of Justice it is disfavored to call in on a closed session because the person not physically there loses some of the impact of the meeting by not being physically present, but it is not illegal. She also spoke about the confidentiality of the documents that are part of a closed session meeting. There was further discussion regarding how hard it is to hear on both ends when there is a teleconference and information is lost. Most of the Board agreed that attending meetings via phone conference is not favorable.

Trustee Martin moved that a policy be written that Board members must attend meetings in person and teleconferencing will not be allowed. Seconded by Trustee Stillman. Motion carried unanimously.

Trustee Prott arrived at 6:07 p.m.

4. Update on Jt. Park - actions taken to date/possible reorganization ideas – Toni Muise.

Muise gave a brief background on Jim Svoboda. He was hired by Mt. Pleasant in 2002 and was hired as a Sexton by Caledonia in 2007. In October of 2013, Caledonia and Mt. Pleasant formed an agreement assigning Svoboda as the Joint Park Director for Caledonia only. He continued to work for Mt. Pleasant in a part-time

capacity. This contract also created the Joint Park Commission and consisted of seven members who had policy making authority, budgeting oversight, handled financial & personnel matters, and general operations of the park. Muise was unsure if they were aware of those responsibilities, and thus no one had a good handle on the activities in the park. Currently that contract is still in effect. Muise briefly overviewed some efforts that have been put into place to prevent something like this happening again:

- Reorganized the Finance Department and hired a new Finance Director.
- Purchased a new accounting software that supports double verifying purchases.
- Caledonia took over all Jt. Park reservations from Mount Pleasant.
- An online park scheduling software will be implemented.
- Background checks are more stringent, and potential employees have not been hired as a result of these checks.
- A possibility of turning the park over to the County to run.
- Discussion with Mount Pleasant to reorganize joint efforts between both communities.

5. Discussion on Role of CDA vs. Planning Commission.

President Dobbs stated that he felt the CDA wanted to be more involved and if some of the things they are working on should be done by the Plan Commission. He referred to 2006-07 Creating the Community Development Authority of the Village of Caledonia, Wisconsin and their by-laws. He spoke about the CDA reviewing the 2035-2050 Master Plan and felt that is a duty of the Plan Commission or at least should be involved with the discussions with the CDA. He felt adding another level of government would slow things down. Trustee Martin felt the CDA has been kind of an orphaned body. When she was asked to head it, it was the plan to work on more desirable development along Douglas Avenue, but the Plan Commission would vote differently instead of working together. They were also involved in the new Village website. She felt it is important to get ahead of the game with the 2035-2050 Master Plan so the CDA has started to look at areas that could be improved on the Land Use Plan especially along the I-94 corridor. She had a discussion with Nancy Washburn and there may be a heavy push to put in high density housing along that area. She referred to the outdated Ehlers study. Although she said it doesn't matter who takes care of it, it just needs to be addressed. Trustee Wishau stated that the language in the Village's Land Use Plan should be addressed in the 2035-2050 Master Plan and someone needs to make sure it happens. The CDA's intension is to review its content. President Dobbs stated that his goal is to figure out what the CDA's role should be. The CDA's budget was addressed and how funds should be spent and under whose authority. The CDA has worked on some good things such as blight, the new building permit software and the Douglas Avenue Corridor.

There was discussion about who had the authority for review of the Comp Plan. Ekes explained that the Comp Plan is not under the purview of the CDA but stated there could be an ad hoc sub-committee to work on this. During the creation of the CDA, they were not given Plan Commission authority. There has always been a Plan Commission separate from the CDA and further explained the Plan Commission's role. The Plan Commission deals with land use, zoning, etc., and are a recommending body to the Village Board. The CDA is restrictive on what they can do according to their by-laws. The purview is a focus on blighted issues. The 2035 plan needs works towards a 2050 plan that is happening by SEWRPC. Wagner stated that the Village is not bound to hurry up and complete the plan by the time the regional plan is complete, and he recommends working with the County. Trustee Wishau suggested that the CDA work with the Greentree shopping center property owner and RCEDC to encourage development there. President Dobbs asked the CDA to come to the Board with suggested things they would like to work on. Further discussion continued regarding updating the Ehlers Study in house. Trustee Prutt stated that the second phase of the study was not going to be completed according to

Laura Million. They further discussed high density housing along the freeway. Trustee Martin felt a financial study would be helpful in order to make informed decisions.

6. Goals/Objectives for Village Administration and Staff for 2020.

- Have Peter Wagner work on completing the zoning code.
- Have Pete conduct a mini training for the Plan Commission
- Encourage citizen involvement (allow more time before acting on rezoning issues, etc.) Possibly a gap in time between the Plan Commission and the Board meeting.
- The Board needs to understand our new software and what we are using it for. Possibly a presentation. He would like to implement an internal audit.
- Update the Facebook page with meeting notices.
- Review a possible third party FMLA provider
- Cost benefit analysis for road repair (public works)
- How the Village can address correcting damaged and blighted dwellings.

7. Adjournment.

Motion by Trustee Wanggaard to adjourn. Seconded by Trustee Stillman. Motion carried unanimously.

Adjourned at 7:54 p.m.

Respectfully submitted,

Karie Pope
Village Clerk