

**Village Board Meeting
December 7, 2020**

1 - Order

President Dobbs called the Village Board meeting to order at 6:14 p.m., via Zoom.

2 - Pledge of Allegiance

3 - Roll Call

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

Absent: None.

Staff: Village Administrator Tom Christensen, Assistant Administrator/HR Director Toni Muise, Development Director Peter Wagner, Finance Director Kathy Kasper, Utility District Director Anthony Bunkelman, Public Works Director Tom Lazcano, Chief Financial Officer David Wagner, Fire Chief Richard Roeder, and Attorney Elaine Ekes.

4 - Communications and Announcements

Trustee Weatherston requested an only Village Board meeting, closed session, regarding village staff before January 2021. President Dobbs said yes.

5 - Approval of minutes

Motion by Trustee Martin to approve the minutes of the following meeting(s) as printed. Seconded by Trustee Weatherston. Motion carried unanimously.

Village Board – November 16, 2020

Special Village Board – November 10, 2020; November 17, 2020

6. Citizens Reports

None.

7 - Committee Report

7A(1) - Approval of A/P checks

Motion by Trustee Wishau to approve the A/P checks as presented. Seconded by Trustee Martin. Motion carried unanimously.

US Bank - \$ 69,031.11

Village - \$ 796,100.11

8 - Ordinances and Resolutions

Motion by Trustee Weatherston to take the agenda out of order, starting with item 8H. Seconded by Trustee Martin. Motion carried unanimously.

8H - Resolution 2020-121 – A Resolution of the Village Board of the Village of Caledonia approving the last, two-year extension for Parkview Gardens IV submitted by Alfred McConnell, McConnell Trust Alfred G, Owner

Motion by Trustee Weatherston to approve Resolution 2020-121. Seconded by Trustee Wanggaard. Motion carried unanimously.

8A - Resolution 2020-114 – Resolution of The Village Board of The Village of Caledonia Disallowing the Claim of Mark and Susan Gracyalny, Dated October 15, 2020 And Filed with The Village on October 16, 2020

Motion by Trustee Wishau to approve Resolution 2020-114. Seconded by Trustee Stillman. Motion carried unanimously.

8B - Resolution 2020-115 – Resolution Authorizing the Revised Face Masks Face Coverings Policy

Motion by Trustee Stillman to approve Resolution 2020-115. Seconded by Trustee Prott. (Motion died when Trustee Prott motioned to lay over)

The Village Board discussed the face mask policy and some of the Trustee's felt the Resolution needed to be modified so the policy is more flexible. They felt the language could subject the Village to unnecessary litigation.

Motion by Trustee Prott to lay this over and send back to the Personnel Committee. Seconded by Trustee Martin. Motion carried unanimously.

8C - Resolution 2020-116 – A Resolution Of The Village Board Renaming A Portion Of An Improved Right-Of-Way In The Village Of Caledonia Currently Named "Erie Street" To "Water's Edge Drive" Beginning At 1,170 Feet North Of The Intersection Of Kentwood Drive And Erie Street And Extending Northerly Along Such Right-Of-Way Line To Connect With The Currently Named Water's Edge Drive

Lazcano explained that 990 feet of Erie Street is being renamed to Water's Edge Drive. Three homes addresses will change but they will not be adversely affected.

Motion by Trustee Weatherston to approve Resolution 2020-116. Seconded by Trustee Martin. Motion carried unanimously.

8D - Resolution 2020-117 – Resolution to Approve A Sanitary Sewer Long Lateral Revision For 6507 Middle Road and Authorizing the Village of Caledonia To Enter

into A New Sanitary Sewer Long Lateral Agreement Between Micah Waters, The Village of Caledonia And the Village of Caledonia Utility District

This existing home on the site that was connected to a private onsite sewer system was permitted to connect to the municipality system. The property has since been sold, and the new owner has requested that the lateral be revised. The lateral revision plans were authorized and approved by the Caledonia Utility District.

Motion by Trustee Wishau to approve Resolution 2020-117. Seconded by Trustee Weatherston. Motion carried unanimously.

8E - Resolution 2020-118 – Resolution Authorizing the Village of Caledonia To Enter into A Contract with Clifton Larson Allen LLP for 2020 Audit Services

Motion by Trustee Wishau to approve Resolution 2020-118. Seconded by Trustee Stillman. Motion carried unanimously.

8F - Resolution 2020-119 – Resolution Authorizing the Village of Caledonia To Utilize Unused Levy Limit From 2019 In 2020

Kasper explained there was some issue with the assessment values causing some excess levy limit, and if it not used in 2020, the Village would lose the unused levy limit. The Board must vote and approve the levy limit being used from last year.

Motion by Trustee Weatherston to Resolution 2020-119. Seconded by Trustee Martin.

Trustee Weatherston – aye	Trustee Prott – aye
Trustee Stillman – aye	Trustee Wishau – aye
Trustee Wanggaard – aye	Trustee Martin – aye
President Dobbs – aye	

Motion carried unanimously.

8G - Resolution 2020-120 – Resolution Authorizing the Village of Caledonia To Procure A Replacement Fence for The Vehicle Impound Area

Motion by Trustee Wishau to Resolution 2020-120. Seconded by Trustee Stillman. Motion carried unanimously.

8I - Resolution 2020-122 – A Resolution of the Village Board of the Village of Caledonia approving a request for a conditional use permit to occupy the easternmost portion of the property at 7213 USH 41 for an online vehicle auction business with outdoor storage of used, undamaged and damaged vehicles submitted by IAA Inc., Hribar Holdings LLC, Owner

Hribar has found a new tenant IAA that would store vehicles in a similar use in order to keep the lot filled. This is an 18-month agreement and will serve as an overflow lot. It also prohibits any parting of vehicles on site and shares the same hours of operation as CoPart was using.

Motion by Trustee Weatherston to approve Resolution 2020-122. Seconded by Trustee Wanggaard. Motion carried unanimously.

8J - Resolution 2020-123 – Resolution of The Village Board of The Village of Caledonia To Approve an Agreement with Brycer, LLC

Annual fire inspections and maintenance are provided through the Village. The Village would like to contract with Brycer to take on this documentation and maintenance portion. There is no extra cost to the Village, the contractors are charged a small fee to be part of this program.

Motion by Trustee Martin to approve Resolution 2020-123. Seconded by Trustee Stillman. Motion carried unanimously.

9 – New Business

9A - TID #4 Revaluation

Dave Wagner reviewed the memo provided to the Board. The Village had an 8 million-dollar overvaluation. This occurred last year where our Assessor was unable to get clarity from the DOR and when the DOR eventually notified us once the allocation of values in the TID districts had already been finalized. This is not uncommon, but we are showing that we are receiving more revenue in 2021 that will be adjusted in 2022 and will be less that amount every year moving forward. It won't require a budget adjustment until 2023 because of the positive balance in TID 4. New development could mitigate this depending on the amount and when it occurs.

9B - Discussion of Potential 2021 General Obligation Borrowings, Including the Refinancing of Existing Debt for Savings

Della presented the 2021 Borrowings Overview. \$4,615,000 General Obligation Promissory Notes and \$2,940,000 Tax General Obligation Promissory Notes. He explained the estimated RUSD Note Debt Service Savings, WE Energies Debt Service Savings, Levy Debt Service Savings and 2021 Tax-Exempt Notes. The estimated debt service for the \$4,615,000 General Obligation Promissory Notes has an average interest rate of 1.20%. The estimated debt service for the \$2,940,000 Tax General Obligation Promissory Notes has an average interest rate of 1.45%. He explained TID 5's cash flow and the known obligations. The Village's direct debt obligations are shown to be paid off in 2028, and the developer municipal revenue obligation retired by 2031. TID 5 has a maximum life through 2047.

9C - Review and Possible Approval of Job Description of Appointed Clerk

The position was updated to reflect the Clerk reporting to the Village Board opposed to Administration. There was also a section that referenced a city statute that needed to be updated to reflect the Village. The Board discussed where this position should be placed on the wage scale, and all felt that level 15 (\$63,000 - \$82,000) would be a good fit and provide more room for growth.

The next Village Board meeting agenda will need to address the updated Charter Ordinance changing the Clerk's position from elected to appointed. The Deputy Clerk Ordinance needs to be updated as well to allow that position to carry out in the vacancy. The Deputy Clerk Ordinance will take effect right away, the Charter Ordinance will take effect after 60 days. There was further discussion regarding the current Deputy Clerk receiving additional monies or a bonus for covering the Clerk's position and a Resolution would need to be approved.

Motion by Trustee Prott to approve the job description and set a salary at level 15. Seconded by Trustee Stillman. Motion carried unanimously.

10 – Report from Village Administrator

Nothing new to report.

11 – Adjournment

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

Meeting adjourned at 7:37 p.m.

Respectfully submitted,

Joslyn Hoeffert, Deputy Village Clerk