

**Village Board Meeting
April 19, 2021**

1 - Order

President Dobbs called the Village Board meeting to order at 6:01 p.m., at the Caledonia Village Hall.

2 - Pledge of Allegiance

3 - Roll Call

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

Absent: Trustee Prott was excused.

Staff: Administrator Tom Christensen, Finance Director Kathy Kasper, and Utility District Director Anthony Bunkelman.

4 - Communications and Announcements

Trustee Martin spoke of Paul Revere's famous ride anniversary in Boston on April 19, 1775.

Clerk Hoeffert read a Thank You letter to Trustee Prott from the Caledonia Highway Department. The letter thanked him for his years of service as a Trustee and all the good he has instilled in the community. They spoke of giving him a proclamation and a plaque to honor him.

5 - Approval of minutes

Motion by Trustee Wanggaard to approve the minutes of the following meeting(s) as printed. Seconded by Trustee Stillman. Motion carried, unanimously.

Village Board – April 5, 2021
Special Village Board – April 5, 2021

6. Citizens Reports

None.

7 - Committee Report

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

Village - \$ 154,967.79

US Bank - \$83,955.80

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

Trustee Wishau questioned two different charges on the US Bank list relating to catering a retirement party. He did not feel these charges were appropriate for spending tax levy dollars. The Board discussed having the Legislative & Licensing Committee and the Finance Committee to create a policy regarding Village hosted parties. There was a suggestion to include a line item in the budget to cover food. There was discussion regarding the purpose of approving AP lists.

Motion by Trustee Wishau to approve the US Bank for \$83,274.80 – less the amount for food charges. Seconded by Trustee Martin. Trustee Wishau rescinded his previous motion.

Motion by Trustee Wishau to approve the US Bank as presented. Seconded by Trustee Martin. Motion carried; 5/1.

8 – New Business

8A - Remaining Committee/Commission Appointments

Appointment to the Police & Fire Commission

Motion Trustee Martin by to appoint John Becker to the Police & Fire Commission. Seconded by Trustee Wanggaard. Motion carried unanimously.

Appointment to the Sexual Offenders Appeal Board

Motion Trustee Martin by to reappoint Ted Schlitz to the Sexual Offenders Appeal Board. Seconded by Trustee Wanggaard. Motion carried unanimously.

Appointment to the Weed Commissioner

Motion Trustee Martin by to appoint CLL Services, Inc. as the Weed Commissioner, subject to an agreement put together by the administrator. Seconded by Trustee Weatherston. Motion carried unanimously.

Trustee Wanggaard stated the Weed Commission position will be brought to Legislative 7 Licensing Committee so that there is more of a finalized policy. Some of the Board felt that the Weed Commissioner should not have the mowing contract because of the conflict of interest.

8B - Appointments to Village Board Sub-Committees and Commission Liaisons

- Ad Hoc Committee
 - Trustee Wishau
 - Trustee Martin
- Board of Health
 - Trustee McManus

- Board of Review
 - Trustee Martin
- CDA
 - Trustee Martin
- Finance Committee
 - President Dobbs
 - Trustee Martin
 - Trustee Wishau
- Legislative & Licensing Committee
 - Trustee Wanggaard
 - Trustee Stillman
- Parks & Recreation Advisory Committee
 - Trustee Weatherston
 - Trustee Wishau
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- Personnel Committee
 - Trustee Stillman
 - Trustee Wanggaard
- Planning Commission
 - Trustee Weatherston
 - President Dobbs
- Public Safety Committee
 - Trustee Stillman
 - Trustee Wanggaard
 - Trustee McManus
- Public Works Committee
 - Trustee Weatherston
 - Trustee McManus
- Utility District
 - Trustee Wishau

Motion by Trustee Wanggaard to approve the appointment made. Seconded by Trustee Stillman. Motion carried unanimously.

8C - Consultant Cost Savings Analysis and Possible Position Creation in the Utility District

Utility District Director Anthony Bunkelman, Utility Operations Director Bob Lui, Utility District President Howard Stacey, Utility District Commissioner Tony Minto, and Trustee

Lee Wishau worked on this project together. Bunkelman presented the analysis and proposition of creating a new position in the Utility District resulting in cost savings.

The Engineer Tech would be focusing on Construction, Inspection, and GIS. There should be a measurable cost savings, and Foth would be providing in more detailed budget to realize, if any, the actual cost savings. But on average, we are spending close to \$126/hour for Foth's services. There was also discussion about if the Engineer Tech would be use for other projects and how that will be tracked. The Village will be using MiTime to track hours worked and will be able to see when the engineer was working and would be able to be billed to other departments. Insurance would also need to be reviewed for potential liability, because more responsivity in the work might account for more damages. Bunkelman spoke of recruitment strategies, and what is needed in terms of training, equipment, etc. Once approved, the job description would be finalized and advertised.

Motion by Trustee Wishau to approve adding an Engineering Technician position in the Utility District, perform a Utility District Budget Modification to fund this position with the Anticipated Savings of \$68,283 from the Utility District budgets in 2021 and utilize identified consultant cost savings moving forward. Seconded by Trustee Weatherston. Motion carried unanimously.

9 – Report from Village Administrator

There has been no update for guidance on the American Rescue Plan.

FMLA source was approved for use at the last Village Board meeting under the presumption it would be renewed annually. FMLA Source has a renewal contract every three years and would not budget from that contract. At this time, we will not be moving forward with their service and will approach this topic after the new HR manager is hired.

The Dr. Ryder property purchase is completed.

There is an ongoing issue with wastewater and City of Racine.

10 – Adjournment

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

Meeting adjourned at 7:20 p.m.

Respectfully submitted,

Joslyn Hoeffert, Village Clerk