

**Minutes of the Village Board Meeting
October 13, 2008 at 6:30 p.m.
Village Hall Board Room**

Call to Order Village President Burt R. McIntyre called the meeting to order at 6:30 p.m.

Closed Session B. McIntyre stated that at the end of the meeting the Board may go into closed session pursuant to Wis. Stats. 19.85(1)(e).

Roll Call Burt R. McIntyre, Village President; Ron Bredael, Trustee Wards 1 & 2; James Widiger, Trustee Wards 3 & 4; Cathy Hughes, Trustee Wards 5 & 6; George Speaker, Trustee Wards 7 & 8; Jim Lemorande, Trustee Wards 9 & 10; Kelly Crouch, Trustee Wards 11 & 12; David Steffen, Trustee Wards 13 & 14; Dan Deppeler, Trustee Wards 15 & 16

Also (staff): J. Smith, D. Wiese, R. Bartelt, C. Haltom, M. Pigeon, J. Dagneau, J. O'Connor, D. Duffy and A. Helms

The Board recited the Pledge of Allegiance.

Approve Agenda G. Speaker moved to approve the agenda. C. Hughes seconded the motion. **The motion carried unanimously.**

**Public
Appearances**

B. McIntyre opened the public hearing.

Jon Demerit of 3410 Glendale Avenue addressed the Board regarding the Glendale Avenue reconstruction project. Mr. Demerit stated that he was not aware of interest costs associated with Glendale Avenue special assessments. He asked that for future projects, residents be made aware of these interest costs.

Marge DeCoster of 2934 Glendale Avenue addressed the Board regarding a letter that was sent to WisDOT. She was concerned that staff sent a letter to the DOT that was not completely approved by the Board.

B. McIntyre closed the public hearing.

**Future Agenda
Items**

D. Steffen requested that staff prepare a report on interest associated with special assessments.

Communications J. Widiger moved to approve the communications. C. Hughes seconded the motion. **The motion carried unanimously.**

Consent Agenda D. Steffen moved to approve. J. Lemorande seconded the motion. K. Crouch requested to remove item 8g(iii). **The motion carried unanimously.**

The Following Items were Approved as Part of the Consent Agenda:

- a. Approve Village Board Minutes
 - i. October 8, 2008 Special Village Board Minutes
- b. Accept Veterans' Memorial Ad-Hoc Committee Minutes
 - i. October 1, 2008 VMAC Minutes
- c. Accept Board of Zoning Appeals Minutes
 - i. September 23, 2008 BOA Minutes
- d. Accept Go Green, Save Green Minutes
 - i. September 23, 2008 Go Green, Save Green Minutes
- e. Accept Police & Fire Commission Minutes
 - i. October 7, 2008 Police & Fire Commission Minutes
- f. Municipal Invoices
 - i. September 18, 2008 to October 9, 2008 utilizing check #'s 206529-206639 in the amount of \$983,556.26
- g. Approve Operator's Licenses
 - i. James Henry Becker, Alpharetta, GA
 - ii. Michelle Christine Charles-Pienta, Luxemburg
 - iii
 - iiii Benjamin David Erickson, Green Bay
 - iiiii Amanda Lynn Keller, Green Bay
 - ivii April Catherine Keon, Green Bay
 - vii Ryan James Landry, Green Bay
 - viii William Steeno, Green Bay
 - viii Jeana Marie Witak, Green Bay
- h. Change Order
 - i. 2008 Resurfacing Project Construction Change Order #1 Involving a \$110,013.34 Deduction

#8g(iii)
Elbe Operator
License

C. Hughes moved to table the item. K. Crouch seconded the motion. **The motion carried unanimously.**

#9a(i-iv)
Administrator
Reports

All American City Award Application

J. Smith reported on possibly applying for the All-American City Award.

Comprehensive Policy Manual

J. Smith reported on the policy manual. J. Smith stated that the manual will be complete on Wednesday and that the manual will appear on a future agenda.

League of WI Muni Conference

J. Smith stated that several Trustees will be attending the conference, therefore the budget meeting should be cancelled for October 22nd.

Recodification Project

J. Smith stated that Municipal Code will be meeting with staff this Thursday. After the meeting, Municipal Code will prepare an editorial manuscript for the Board to review and eventually adopt.

#9b(i)
Director of Admin.
Services Report

C. Haltom presented the September 2008 Financial Report.

#9c(i)
Director of
Public Works
Report

R. Bartelt gave a report on the change order process. He stated that due to the nature of construction projects, staff has to make timely decisions on change orders affecting projects without direct Board approval.

#9d(i)
Director of
Community
Development
Report

D. Wiese reported on the Brown County Planning Commission Board of Directors meeting. He stated that the Village's Safe Routes to School Grant was approved at the meeting and that the Village will receive funding from the Brown County TIP program for the Glendale Avenue reconstruction project up to Spring Green Road.

OLD BUSINESS

#10a Ordinance 2008-24

J. Smith reported on ordinance 2008-24, "An ordinance amending section 2.01(2), special meetings of the Village Board." The ordinance would effectively require all special meetings to be held at 6:30 p.m. or later unless the issue was time-sensitive as deemed by staff.

R. Bredael moved to deny. G. Speaker seconded the motion. A roll call vote was taken. **The motion carried on a 7 to 2 vote with D. Steffen and D. Deppeler dissenting.**

NEW BUSINESS

#11a Fiscal Year 2008 Fire Dep't Gas Cards

R. Bredael moved to approve the issuance of \$50 gas cards to volunteer firefighters in fiscal year 2008. K. Crouch seconded the motion. The Board discussed the motion. **The motion carried unanimously.**

#11b New Freedom Church Site Plan

D. Wiese reported on an application from New Freedom Church to construct a 10' x 16' storage shed on the property located at 1255 Russet Court. J. Lemorande moved to approve with the condition that all lighting shall comply with the Village's light ordinance. G. Speaker seconded the motion. **The motion carried unanimously.**

#11c Resolution 2008-34

J. Smith reported on the Organizational Communication Policy. C. Hughes moved to approve **Resolution 2008-34**, "Formalizing the Organizational Communication Policy." J. Widiger seconded the motion. **The motion carried unanimously.**

#11d Resolution 2008-35

J. Smith reported on Resolution 2008-35, "Adopting the Village of Howard's Strategic Plan." J. Lemorande moved to approve **Resolution 2008-35**. D. Deppeler seconded the motion. **The motion carried unanimously.**

#11e
Resolution
2008-36

J. Smith reported on Resolution 2008-36, "Amending the Expense Reimbursement Policy in the Village of Howard Personnel Manual." D. Steffen moved to approve with an amendment that included a 3% annual increase rounded to the nearest dollar at the end of each calendar year beginning January 1, 2010. D. Deppeler seconded the motion. A roll call vote was taken. **Motion failed 4 to 5 with C. Hughes, G. Speaker, J. Lemorande, K. Crouch, and R. Bredael dissenting**

J. Lemorande moved to approve Resolution 2008-36, with a per diem amount of \$54 effective immediately. K. Crouch seconded the motion. The Board discussed the motion. A roll call vote was taken. **The motion carried on an 8 to 1 vote with D. Steffen dissenting.**

#11f
Resolution
2008-37

R. Bredael moved to approve **Resolution 2008-37**, "Amending Village Green Golf Course Rates." D. Steffen seconded the motion. The Board discussed the motion. **The motion carried unanimously.**

#11g
Tenpas Water
Utility Bill
Appeal

J. Smith reported on Karen Tenpas' appeal of her water utility bill. G. Speaker moved to waive the late fee on Ms. Tenpas' water bill in the amount of \$126.65. R. Bredael seconded the motion. **The motion carried unanimously.**

CLOSED SESSION

G. Speaker moved to convene to closed session. C. Hughes seconded the motion. The Board took a five-minute recess. A roll call vote was taken. **The motion carried unanimously.**

RETURN TO OPEN SESSION

G. Speaker moved to reconvene to open session. R. Bredael seconded the motion. **The motion carried unanimously.**

#13a
Geissen Offer To
Purchase 4100
Velp Ave

R. Bredael moved to deny the counter offer from Geissen to purchase Village-owned property at 4100 Velp Avenue. J. Lemorande seconded the motion. **The motion carried unanimously.**

ADJOURNMENT

C. Hughes moved to adjourn. R. Bredael seconded the motion. **The motion carried unanimously and the meeting was adjourned at 8:34 p.m.**

Respectfully Submitted,

Adam Helms

Adam Helms
Assistant to Administrator