

## **RIO VILLAGE BOARD-December 4, 2012 at 7:00 pm**

### **Call to Order:**

The meeting was called to order at 7:00 by Village President James Olrick. Present were Trustees Russell Sunde, Stan Stofflet, Dwight Lien, Terry Milfred, Joann Husom and Nancy Wescott. Also present were DPW Robert Lang, Chief Jeff Becker, MSA Professional Engineer Charles Sulik, Library Director Erin Foley, Assistant Library Director Jon Pribbenow, Accountant Thomas Bendt representing the Covenant House, Don Hohlstein and Dianne Reiersen

### **Agenda:**

**DISCUSSION:** The agenda was reviewed. Trustee Sunde requested to have agenda item 7 moved to follow agenda item number 11. This would allow the accountant to present the information on the Covenant House PILOT tax when he arrives.

**MOTION Sunde/Husom** to approve the agenda with the following change to have agenda item 7 moved to follow agenda item number 11. Motion carried unanimously.

### **Minutes:**

**MOTION Milfred/Wescott** to approve the minutes of the November 5 and November 15 Board Meetings and the November 5 and November 26 Committee Meetings. Motion carried unanimously.

### **Review Audience Correspondence:**

The Clerk reported that the Village received a thank you letter from a resident for the sidewalk maintenance that has been completed. The letter indicated that the resident feels safer taking walks with the work that has been done on the sidewalks.

### **MSA contract for grant preparation services:**

**DISCUSSION:** The contract for the grant preparation services was discussed. The contract would be a two phase contract:

Phase 1: Income survey tally, introduction of project to WEDC-\$750

Phase 2: Application preparation, submittal and WEDC follow-up-\$4,250

The phase 2 portion of the contract will only be charged if we meet the LMI requirements.

**MOTION Stofflet/Husom** to approve the two phase contract:

Phase 1: Income survey tally, introduction of project to WEDC-\$750

Phase 2: Application preparation, submittal and WEDC follow-up-\$4,250

The phase 2 portion of the contract will only be charged if we meet the LMI requirements. Motion carried unanimously.

### **Resolution 2012-4 to adopt a Citizen Participation Plan:**

**DISCUSSION:** The resolution 2012-4 to adopt a Citizen Participation Plan was reviewed. This plan will provide program the oversight, notice of hearing requirements, program information and information on citizen complaints.

**MOTION Sunde/Husom** to approve Resolution 2012-4 to adopt a Citizen Participation Plan. Motion carried with 6 yes votes and 1 no vote (Lien).

### **Resolution 2012-5 to apply for a Community Development Block Grant:**

**DISCUSSION:** The resolution 2012-5 to apply for a Community Development Block Grant to receive Federal monies, which is administered by the WI department of Administration. The Village could receive up to \$500,000 to be used towards the wastewater treatment upgrade.

**MOTION Milfred/Sunde** to approve Resolution 2012-5 to apply for a Community Development Block Grant. Motion carried unanimously.

**Public Hearing for 2013 Budget:**

**MOTION Wescott/Milfred** to call the public hearing to order to discuss the 2013 budget. Motion carried unanimously.

**DISCUSSION:** A resident had concerns regarding the estimated 2012 budget versus the proposed 2013 budget. Some concerns were the 2013 budget amount was more than the estimated 2012 budget. The Board members explained that the 2012 amounts are just an estimate and additional expenses could still come in for 2012. The Board also looks at prior years when determining what to set future budgets for.

**MOTION Husom/Milfred** to close the public hearing for the 2013 budget. Motion carried unanimously.

**Covenant House – Pilot Tax:**

**DISCUSSION:** In the past the Village Board has forgiven the Covenant House Pilot Tax. This was set up to be a payment in lieu of taxes. In previous years the Board has approved forgiving the tax. This year the Board requested the Covenant House accountant present information on the Covenant House Financials. Thomas Bendt, the accountant for the Covenant House presented the Board with information on the Pilot Tax and the current financial status of the Covenant House. Mr. Bendt reported that HUD does not believe that projects like the Covenant House should be required to pay a Pilot Tax or to pay for services provided, however will allow it. The Covenant House's current fiscal year surplus is \$77.00. The occupancy level has a large part in determining whether they will have surplus. In the previous fiscal year the Covenant House had a surplus of \$1057.00. Mr. Bendt proposed an alternative to the Pilot Tax. He indicated that if the Board would choose to charge for services the Covenant House could add a line item in the budget to pay for services. The acceptable services would include EMS, Police and Fire. The Board could determine a cost based on the number of residents in Rio versus the number of residents that live at the Covenant House. HUD would have to approve the contract. Should HUD agree then the amount could be placed in the budget. Some Board members were concerned that they rates for the residents for the Covenant House may be increased by charging them for these services. Mr. Bendt explained that the occupant pays 30 % of their income and HUD pays the difference. By charging the Covenant House for services this will not increase the rate that they are paying. Some members asked what Mr. Bendt recommends. He suggested either rescinding the Pilot Tax permanently or providing HUD with a presentation for the charge for services.

**MOTION Milfred/Husom** to approve forgiving the Pilot Tax from July 1, 2012 to June 30, 2013. Motion carried unanimously.

**Finalize 2012 Budget with amendments:**

**DISCUSSION:** The Village Board reviewed the amendments made to the 2012 Budget.

**MOTION Milfred/Stofflet** to approve finalizing the 2012 budget with amendments (see attachment). Motion carried with 6 yes votes and 1 no vote (Lien).

**2012 Tax Levy and adopt 2013 Budget:**

**DISCUSSION:** The Board reviewed the levy amount of 418,253.00 and the 2013 Budget. The approximate mill rate will be .007779745.

**MOTION Stofflet/Sunde** to adopt the 2012 Tax Levy as 418,253.00 and the approximate mill rate of .007779745 and the 2013 budget. Motion carried with 5 yes votes and 2 no votes (Olrick and Lien).

**2013 Sewer and Water Budget:**

**MOTION Sunde/Husom** to approve the 2013 Sewer and Water budget as presented. Motion carried with 6 yes votes and 1 no vote (Lien).

**Library Report:**

Trustee Milfred gave the Library report. Mr. Milfred reported that he requested that the Library Board visit the surrounding municipalities for contributions for the Library. The Library Board agreed that they would do that this year.

**Public Works Report:**

Trustee Stofflet gave the Public Works report.

**Police Report:**

Trustee Dwight Lien gave the Police report.

A. Carry-over time for Chief Jeff Becker:

**MOTION Husom/Sunde** to approve Chief Jeff Becker to carry over 22 hours of vacation time to be used by March 2013. Motion carried unanimously.

B. Ballistic Vest:

**DISCUSSION:** Chief Becker is requesting the Village to purchase a replacement Ballistic vest. The past 2 vests Chief Becker purchased using his personal funds. The approximate cost is \$500.00.

**MOTION Milfred/Stofflet** to approve Chief Becker purchasing a Ballistic Vest. Motion carried with 6 yes votes and 1 no vote (Lien).

C. Consider motion to hire Luke Adler as a part-time officer:

**MOTION Stofflet/Husom** to approve hiring Luke Adler as a part time officer at the hourly rate of \$8.25. To work on a voluntary basis until January 31, 2013. Starting February 1, 2013 he will receive an hourly wage. Motion carried unanimously.

**Finance Report:**

Trustee Sunde gave the Finance reports.

A. Consider motion to hire Johnson Block as the Village Auditor:

**MOTION Milfred/Husom** to approve the 3 year contract with Johnson Block. Motion carried unanimously.

B. Consider motion to approve Building Inspection Fee Schedule:

**DISCUSSION:** The building fee schedule was reviewed. The Clerk reported that the charge for building a deck versus putting a detached garage up was due to the number of visits that the inspector's do when residents are putting in decks.

**MOTION Sunde/Husom** to approve the Building Inspection Fee Schedule for 1/1/2013 to 12/31/2014. Motion carried with 5 yes votes and 2 no votes (Lien, Wescott).

C. Consider motion to approve placing an ad in the Rio Shopper for a substitute office worker when a the clerk is absent:

**MOTION Husom/Milfred** to approve placing an ad in the Rio Shopper to hire a part-time substitute office worker when the Clerk is absent. Motion carried unanimously.

D. Columbia County Silent Sports Trail:

**DISCUSSION:** Trustee Stofflet reported that the request from the Columbia County Silent Sports Trail should be postponed. Trustee Stofflet will be attending a meeting held on December 19 to find out more information about the cost and where the trails are located.

E. Review Kilowatt Credit Union Lease:

**DISCUSSION:** The Village Board received a request from Kilowatt Credit Union to terminate the lease agreement early. The Kilowatt Credit Union has closed the Rio Branch. The agreement requires 60 a day notice before the lease expired on November 1, 2012. They are requesting to be allowed to terminate the date effective January 31, 2012. The Kilowatt Credit Union is requesting forgiveness of \$675.00 of the remaining lease. Some felt that it is important to be a good neighbor and show consideration for the services that were provided. Some felt that forgiveness of \$475.00 would be a more reasonable amount. **MOTION Milfred/Stofflet** to approve forgiveness in the amount of \$475.00 for the Kilowatt Credit Union and to notify them that the Village appreciated that business that they had in Rio. Motion carried with 6 yes votes and 1 no vote (Olrick).

F. Invoices:

**MOTION Sunde/Husom** to approve the invoices with additions. Motion carried unanimously.

G. Carry-over time for Clerk Amy Stone:

**MOTION Milfred/Husom** to approve Clerk Amy Stone to carry over 53 hours of vacation time to be used by March 2013. Motion carried unanimously.

**CCEDC Report:** Trustee Sunde gave the CCEDC report.

**Tourism Report:** NONE.

**Rio Fire Association:** NONE

**Monthly Meetings:**

The Committee meetings will be held on Tuesday, December 18. The Police and Public Works Committee will only meet if the Public Works Director or the Chief of Police would request a meeting. The Board meeting will be held on Monday, January 7 at 7:00 pm.

**MOTION Stofflet/Wescott** to adjourn at 8:45 pm. Motion carried unanimously.

Recording: Amy Stone, Clerk