



Meeting: **Committee of the Whole**
Place: **106 S. Main St.**
Date: **Monday, August 28, 2017 @ 6:00pm**
Webpage: **www.poynette-wi.gov**

MINUTES

- 1) Call to Order
President Kaschinske called the meeting to order at 6:00 p.m.
- 2) Pledge of Allegiance
All rose to recite the Pledge of Allegiance
- 3) Roll Call
Board Present: Fiore, Burke, Boor, Kaschinske, Mueller, Avery and Hutchinson (arrived at 6:06 pm)
Staff Present: Village Attorney Chris Hughes, Village Administrator/Clerk/Treasurer Shanks, Deputy Clerk/Deputy Treasurer Kilen, Police Chief Fisher and Public Works Director Gorman
- 4) Approval of Agenda
Motion by Fiore to approve the August 28, 2017 Committee of the Whole Agenda, second by Burke, MC (6-0).
- 5) Approval of the Minutes for the Committee of the Whole from July 24, 2017
Motion by Burke to approve the July 24, 2017 Minutes for the Committee of the Whole, second by Boor, MC (6-0).
- 6) Business (Discussion)
 - a) Presentation from Poynette/Dekorrra EMS on Ambulance Replacement
Cari Myers explained that they are looking to replace the oldest ambulance (#36). They are looking to do a remount versus buying a new ambulance. The remount would be \$133,000 versus over \$200,000 for a full replacement. The difference of \$67,000 would stay in the equipment replacement fund. Historically ambulances are replaced every seven years.
 - b) Presentation from Greg Johnson of Ehlers on Municipal Financial Planning
Mr. Johnson gave an overview of the process and services Ehlers provides to municipalities. The initial development process would be done in phases and would generally cost \$15,000 with updates at about \$4,000 annually.
 - c) Vacation of Alleyway behind 407 N Franklin Street
There is no infrastructure or utility to be concerned about. The Board gave Administrator Shanks the approval to move forward on the alleyway vacation process.
 - d) Discuss salary adjustments for 2018 Budget
The Board discussed what it takes to retain good employees and what certifications are needed in specific positions. It was also discussed to have some kind of structured compensation plan. The Board agreed that the figure of 1.84% should be used to start building the 2018 budget.
 - e) Junk Ordinance
Chief Fisher stated that there are residents not in compliance with the Junk Ordinance. The process in the Junk Ordinance is vague and difficult to enforce. Attorney Hughes stated the timing is off in the Ordinance and it needs to be cleaned up. The Board agreed that the Ordinance needs to be updated.

- f) Village Camera System
President Kaschinske is interested in researching putting security cameras in the Village. She would like to put together a fundraiser for the funds versus using budget money. Attorney Hughes suggested looking at what other communities are doing.
- g) Continuing discussion on Village staffing
 - i. Administrative Intern
There is a grant for \$2,000 that Administrator Shanks would like to apply for. The grant would require the Village to match the \$2,000. The Intern would be hired in the Summer of 2018 to do special projects. The board gave approval to apply for the grant.
 - ii. Succession Planning in Public Works
The sewer plant is a concern due to specific certifications needed. Public Works Director Gorman explained that Dylan Bahr is working towards getting his certification and will need time and experience to run the sewer plant. Other positions within the department can be more easily covered by current employees until a replacement could be found.
- h) Continuing discussion on a survey/questionnaire/newsletter
The Board would like to include something in the tax bills once a year. The Village already uses Facebook, the new website and the newspaper to get information out to the public.
- i) Vacant/Underutilized Commercial Property
Trustee Avery would like to create an incentive or make an Ordinance to have commercial properties use the property as a business. Attorney Hughes stated the Village could act as a facilitator to help open a new business but the Village cannot force someone to actually open a business. Attorney Hughes stated the Village needs to go back to the zoning ordinances and enforce people living in commercial properties on Main Street. The Board would like the Plan Commission to discuss the issue.
- j) Trustee Behavior and Discipline
The Village does have an Ordinance that deals with Trustee behavior and discipline. Trustees cannot normally be removed from the Board since they are elected but Attorney Hughes stated that in the event of gross neglect of duty, they can be removed.

- 7) Adjournment
President Kaschinske adjourned the meeting at 7:26 p.m.

Approved 9/25/2017

Respectfully Submitted,



Natalie Megow
Deputy Clerk/Deputy Treasurer