

Village of North Fond du Lac
OFFICIAL MINUTES - Meeting of February 15, 2010
COMMITTEE OF THE WHOLE

PRESENT: James Moore, Village President
Mike Streetar, Trustee
Mike Will, Trustee
Jim Scharf, Trustee
Keith King, Trustee

STAFF PRESENT:
Chuck Hornung, Administrator
Nick Leonard, Director of Engineering and Planning
Paul Nelson, Fire/EMS
Donna Richards, Village Clerk
Melissa Hunt, Community Development Specialist

OTHERS: Tammy Keller
Pat Stephany
Mike McCauley
Rick Eggers

Chairman: KING

Meeting was called to order by Chairman King at 6 PM.

A. ADMINISTRATIVE ITEMS.

1. Recognition of 20 years of service on the NFDL Fire Department.
Rick Eggers - Paul Haase - Mike McCauley - Pat Stephany
Paul Nelson said it gave him great pleasure to recognize Rick Eggers and Mike McCauley from the EMS Department, and Paul Haase (who was unable to be here this evening) and Pat Stephany from the Fire Department. Village President Moore presented certificates to each. Mr. McCauley said it has been a pleasure to provide this service to the Village. (Applause) They also each received a firefighter's helmet as a tradition in the Village for twenty years of service. Thanks for your service.

Mr. Streetar requested a procedural change, as he explained the need to switch the order of item F. and item E., so we can convene into Closed Session after going into and completing the Board meeting, and then Adjourn after that. CONSENSUS to proceed in that manner.

2. Discuss **RESOLUTION R-01-2010** A RESOLUTION APPROPRIATING THE NECESSARY FUNDS FOR THE OPERATION OF THE WATER UTILITY OF THE VILLAGE OF NORTH FOND DU LAC, WISCONSIN, FOR THE YEAR 2010.
Nick Leonard pointed out the memo the Board had received with a correction. He also pointed out a further correction needed on page one of the water budget. The depreciation and tax expense TOTAL needs to be changed to \$219,254.00, so the two numbers add together, instead of \$129,903.00. No other questions.

CONSENSUS to take it to the Board.

3. Discuss **RESOLUTION R-02-2010** A RESOLUTION APPROPRIATING THE NECESSARY FUNDS FOR THE OPERATION OF THE WASTEWATER UTILITY OF THE VILLAGE OF NORTH FOND DU LAC, WISCONSIN, FOR THE YEAR 2010.
Mr. Leonard said this budget has been discussed a couple of times already, with the rate increase discussion. We did get an estimate of the actual wastewater treatment 2009 costs early this year. This does result in the \$480,000 budgeted being billed at \$460,000. We may save \$20,000. 81% of these costs are treatment, bonds, and fixed costs. No questions.

CONSENSUS to take it to the Board.

4. Discuss **RESOLUTION R-03-2010** A RESOLUTION APPROPRIATING THE NECESSARY FUNDS FOR THE OPERATION OF THE STORMWATER UTILITY OF THE VILLAGE OF NORTH FOND DU LAC, WISCONSIN, FOR THE YEAR 2010.
Mr. Leonard says this is a 20% increase from last year's budget, mainly due to a \$12,000 capital expenditure for State Street. The revenue for storm water is \$220,000; spent \$116,000 last year, and any remaining funds are being held to pay for a large capital expenditure in 2012 to meet 2013 guidelines to reduce our suspended solids by 40%. Right now we are at 32%. It is likely that we will need a pond among other things to achieve this. Current rates should be adequate for five years. Mr. Scharf asked what the large capital expenditure is in 2012. Mr. Leonard said this is the possible pond, or other improvements, to achieve the standard. We hope we can find a location for a pond that will work to get us to the 40% standard. We have 39 sub-watersheds, each with a certain amount of poundage of total

suspended solids. The model that determines whether we are in reaching the goal relates to coverage of trees, roads, rooftops, grass, and soil. The worst runoff is where the area is most densely populated. We are looking at options to decide the best approach. Currently Prospect Pond serves one watershed. The Pond by the Village garage serves another watershed. Most of the watersheds don't drain into Mosher Creek, and some have up to 85% removal. That is great. We are at 32% reduction overall. We need to reach 40%. Mr. Leonard said there is legislation that may relax the standard somewhat. This legislation might alternatively require that the Village spend 37 cents per \$1,000 of assessed value, or \$75,000 in NFDL. It is not clear to Mr. Leonard whether that is capital expenditures only or a combination of all expenditures for storm water. Mr. Will asked about maintenance requirements per each pond. Mr. Leonard said, yes. For each pond we construct, we must have a maintenance plan. We check annually for depth. After nine or ten years, Prospect Pond seems fine. Usually a pond needs to be cleaned out every ten years or so, and the removed solids may need to be taken to a landfill. (Not sure about this. Likely not treated as hazardous waste.) Mr. Streetar asked where other communities are at and whether that might be the reason for the proposed legislation. Mr. Leonard was not sure where other communities in the State are, but we did a lot of work here because of the flooding, and this provided us with other benefits, so we are likely ahead of other communities. It was asked what happens if we are not in compliance. Mr. Leonard said that if don't hit 40%, we would be non-compliant, and subject to fines. Mr. Streetar asked that the Board be kept apprised of the status of the legislation. Mr. Scharf says we should do the work now, whether or not they relax the laws, because they can always change it, and require it later. Mr. Leonard said he concurs with that approach. Mr. Moore asked how they come up with this 40%. EPA came up with it. We are Phase II, in a greater than 50,000 population area in 2007. The model says, if you have no ditches, ponds, and instead the pipes just rolled everything into the lake, how many solids will go in? 1.4 million pounds that go in now, need to decrease the number of pounds that go in. We need to have an additional 100,000 pounds per year right now that we need to remove from the water. You get points for street sweeping once a month, and other items that prevent runoff. Street sweeping is like a 3% removal credit, and there are many more permit requirements. There is a list of nine criteria: Public Education and Outreach; Public Involvement and Participation; Illicit Discharge Detection and Elimination; Construction Site Pollutant Control; Post-Construction Storm Water Management; Pollution Prevention; Storm Water Quality Management; Storm Sewer System Map; and Annual Report and Storm Water Management Program Funding. Education is required. That is why we have articles in the Villager about lawn waste disposal, and other instructional items to publish. We need to do all of permit requirements/criteria, and we submit an annual report. Then they review and tell us what else we need to do. Mr. Moore asked if they check. Mr. Leonard says he is not sure if they come out and check. Mr. Moore asked how we know how much (solid material) goes in. This is based on a computer model, and the baseline calculation has occurred in the past, according to Mr. Leonard. A pond at a given depth with a certain capacity will remove so much solid material from the storm water. The DNR expects certain reductions to occur from the past levels of suspended solids due to the improvements made by the Village.

CONSENSUS to take it to the Board.

5. Discuss Community Center Operations. No action will be taken at this time.
Question by Mike Streetar. He introduced the topic. It has been a year since the position of Community Center Director has been eliminated. People here don't pay, and the City of Fond du Lac does charge a fee. In the past, there was no staff working with the seniors. They arranged their own programming. He is concerned about the staff time being spent when there are only 13-14 people or so Village residents out of the 40-45 people using it. Mr. Streetar is just bringing it up to discuss. Mr. Hornung said he spoke with Penny. There are some seniors who hop around among Centers as active people, and may come in part because we do not charge anything. Penny spends a couple hours a week, plugs in the coffee, picks up soda, sets up workshops once in a while, picks up and drops off a video for Tuesdays, spends about four hours for the monthly pot lucks, and occasionally arranges for transport to the Casino. Mr. Moore said that this is a lot less than a Director would cost us. And we rent it out, too. Mr. Scharf said we need to differentiate between the community center and the senior center. If we start charging, the building may not be used much. When we had our chili dinner, the place was packed. Mr. Scharf said he thought that Penny only spends a couple of hours a week helping the seniors, and hopes she enjoys working with them. Mr. Scharf asked if she is complaining about it. Mr. Streetar reiterated that he thinks that they should take care of their programs on their own. Doesn't think this is bad, just that there is Village time being spent over there. May not be much time, but it is still time. Mr. Will asked if we are taking care of what needs to be done over there. Chuck said not the same level as before, but sufficient.

Mr. Streetar asked whether this work is being incorporated into her job description. Mr. Will feels this is a good compromise as we need staff presence over there if we don't have a director.

6. Review the 2009 work plan for the Community Development Specialist, and discuss goals for the 2010 work plan.

Melissa Hunt approached the podium, and Mr. Hornung distributed the document. This is an update of 2009 and the plan for 2010. Mostly worked on Winnebago Project and worked on a regional level. She served on Waterfront Corridor Planning Committee, and helped to coordinate that. She conducted educational and informational programming; FCEDC had some, and she scheduled the Village's own programs. Not a good response, so we did two of them, but did not continue. Ms. Hunt had her own training and programming that she attended, to be able to understand projects better. The CDA is moving towards a Visionary Committee. Melissa will continue to focus on downtown redevelopment. In 2010, she will continue to work on the Winnebago Project, beautification and esthetics, and downtown redevelopment. She will continue to work with the CDA. Also, will look at Waterfront Corridor Plan and try to carry it out by promoting the Plan with hopes of implementation. Mr. Will asked about contact with business community out here. Ms. Hunt said she did some of that. That is the core services of FCEDC, not necessarily the CD Specialist job. Mr. Moore asked what a BID is. Ms. Hunt explained that the group can assess themselves to create a fund to use as they wish. Explained that Waupun has one, Ripon has one. They form a Business Improvement District (BID), they have a Board, and they assess themselves and the Board utilizes the funds in the area. We might not create a BID this year. Funds would run through the Village, and have a connection to the Village.

Mr. Hornung said we really need to see where we are going with the Winnebago Project. Maybe we need to consider another approach to education to get the word out about BIDs and other issues. He is hoping to do some esthetic/beautification projects that don't cost the Village much. He wants to form the Visionary Committee to be formed for focus and beautification. Mr. Moore asked about the possible convention center in Appleton, and how it would affect this project. They are talking about 60,000 square feet, compared to their current 30,000 square feet, for thousands of people, for trade shows, etc. The Winnebago Project is for 500-700 people. Appleton is not in direct competition with ours. Mr. King asked about other projects that may be direct competition. He wants Alex to come to meetings, talk face-to-face. Ms. Hunt said we haven't invited him. Mr. King says we need to talk to him, have him here, and ask him questions ourselves. If this project doesn't happen, what does he have in mind for the site? Ms. Hunt said, as we know, when it was proposed it was a different economy/market. There is still a ton of potential. She said that we still want to pursue our options, and respond to people who are interested in other projects. We need to make some decisions about the Winnebago Project and there are other things we can do in that area. Mr. Hornung says we should stay focused on the work plan, not specifics. Mr. Moore asked about the Zoch property. Chuck indicated we will discuss this later. Mr. Streetar asked about the 2009 Work Plan, and said he was hesitant about creating this position as a shared position at the time. He is not satisfied with results so far. Wants more information and action. Ms. Hunt said she will do quarterly reports this year, and then a year end like this one. Mr. Will asked about prospective businesses for North Fond du Lac. He wants more work with existing and new businesses as part of creating this position. Ms. Hunt said she met with Cozy Café when they opened. Core recruitment, attraction, and retention are for FCEDC. She attends FCEDC sessions on our behalf. She said the Board may want to know what Brenda and Christian are doing. Mr. Will said he expected more focus on North Fond du Lac due to creating the position. Mr. Hornung said they go to trade shows and represent us. Ms. Hunt does attend events to promote the County on behalf of the Village. Mr. Streetar wants a breakdown of what FCEDC does vs. this position. What can we expect from this position vs. what they do. Ms. Hunt said that the work plan was put together, and when she meets with the various communities, she uses it as the focus of what she should be participating in. She works from the work plan in all three communities, although each work plan is different.

B. CITIZENS TO BE HEARD. None

Future Possible Agenda Items can be discussed under Unfinished Business and New Business. No action will be taken at this meeting on discussions under the next two items, and discussion should be greatly limited until

placed on the agenda:

C. UNFINISHED BUSINESS. None

D. NEW BUSINESS. Mr. Streetar asked about the workshops in the packet. Is interested in attending. Are there other events/refreshers? We have salary reimbursements, and Donna will check into some other possible events. Mr. Will asked about utility budget increases. He wants staff to keep them as low as possible. How can we make a second meter more effective? Other possible ways to keep costs down. Wastewater is 10% this year. Mr. Leonard has been proactive in getting ahead in order to save money. We did Village-wide sump pump inspections seven years ago, and inspect sump pumps whenever there is a meter change taking place. We work with Baker-Tilly to look at the numbers in the budget, to understand every line item, and to look for ways to curtail increases. He said we can look at the costs of an exempt meter. It takes 14,000 gallons a year for the extra meter to break even. There are additional costs associated with the plumber to install it. We'll look into it. It saves the customer money for the wastewater treatment. They always pay for the water.

(Board Meeting Agenda at this time.)

E. CONVENE INTO CLOSED SESSION (following the Board meeting).

Motion by Scharf, 2nd by Streetar to convene into closed session. Roll Call Moore, Streetar, Will, Scharf and King all Ayes at 7:17 P.M.

1. Discussion of the investment of public funds and setting negotiation parameters for development agreements, as provided at 19.85 (1) (e) Wisconsin Statutes, where competitive and bargaining reasons require a closed session.
 - a. Discussion of the Winnebago Project.
2. Discussion in relation to the employment, promotion, or compensation of public employees over which the governmental body has jurisdiction or exercises responsibility, as provided at 19.85 (1) (c) Wisconsin Statutes, where such discussion requires a closed session.
 - a. Discussion of evaluation of the Village Administrator.

As no actions will be taken at this meeting, the Board will not reconvene into open session.

Motion by Streetar, 2nd by Scharf to end closed session. Roll Call Moore, Streetar, Will, Scharf and King all Ayes at 9:12 P.M.

F. CLOSING OF MEETING. Meeting closed at 9:12 P.M.

Respectfully submitted,

Keith King, Trustee