

Village of North Fond du Lac
OFFICIAL MINUTES- Meeting of June 21, 2010
COMMITTEE OF THE WHOLE

PRESENT: James Moore, Village President
Mike Streetar, Trustee
Mike Will, Trustee
Tammy Keller, Trustee
Keith King, Trustee

STAFF PRESENT: Charles Hornung - Village Administrator
Nick Leonard - Director of Engineering and Planning
Darren Pautsch – Police Captain
Paul Nelson - Fire/EMS Chief
Darrin Parsons – Director Public Works
Brian Abitz – Public Works
Dave Krueger – Public Works
Dave Goldapske – Public Works
Steve Bein – Public Works
Melissa Hunt – FCEDC

OTHERS: Kathleen Oldenburg Pam Allender
Paul Oldenburg John Rader (Baker Tilly)

Chairman: Streetar

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

A. ADMINISTRATIVE ITEMS.

1. Present recognition awards to:
 - A. Recognition of Atty. Gary Sharpe’s service to the Village and welcome to Atty. Jerry Donahue as the new prosecuting attorney. Moore presented Gary Sharpe with a recognition award for his 20+ years of service as the Village prosecuting attorney. Gary gave a little history of his service to the Village and commended the Village and staff as pioneers in starting up the Municipal Court. He commented on the great job Judge Jerry Jaye and his staff does with the court system. He felt the court staff along with the Village PD always treats the clients with respect. Pautsch commented that it has been a pleasure to work with Gary who was also instrumental in getting the Municipal Court started in the Village. Jerry Donahue, who will be replacing Gary, spoke. He is anxious to start and feels after a month or so, he should be comfortable with the process.
 - B. Darrin Parson – 20 Years Village Staff Moore presented a 20 year service award to Darrin Parsons.
 - C. Dave Goldapske – 20 Years Village Staff Moore presented Dave Goldapske with a 20 year service award.
 - D. Recognize donations to Pool fund. Hornung recognized clubs, organizations, and personnel who have been working hard to keep the Village pool open. Those recognized were:

Kohl’s	FDL Kiwanis	Festival Foods
NFDL Optimist Club	Devine Savior	Thrivent Insurance
Village DPW	Butcher Block	Village Residents – Rummage Sale
Brat Fry Donations	Pool Committee	
2. 2009 Financial Audit presentation – John Rader (Baker Tilly)

John Rader presented the 2009 financial audit.

 - A. Rader stated that the report is still a draft. The Village rated a high level of assurance on reporting. A very good report. Village used less than planned from fund balance, about \$150,000 less. The capital project fund shows a loss of \$568,000 due to the fact that the 2009 capital projects were paid from a borrow made in 2008. A sum of \$136,645 was paid back to the G.O. fund from TIF #1. The waste water utility showed an increase in revenue of \$179,000 due mainly to a rate increase. All the utilities showed a positive cash flow. John presented the audit using graphs. The graphs showed:
 - i. Fund balance went down – scheduled.
 - ii. The unreserved fund balance is healthy.
 - iii. Debt service is going down.
 - iv. A high percentage of annual revenue comes from shared revenue. This is always a concern if shared revenues go down.
 - v. Public safety is over 50% of budget. This is typical.
 - vi. Public Works is next highest. Again typical.

- vii. Water sales were consistent with prior years.
- viii. Water expenses were high due to \$326,000 to paint water tower.

CONSENSUS to take it to the Board.

3. Discuss the following applications for **CLASS "B" FERMENTED MALT BEVERAGES AND INTOXICATING LIQUOR LICENSES FOR THE 2010/2011 LICENSE PERIOD:**

ACY International LLC /Freight House	283 Doty Street	44 Marcoe Street
Xinzi (Ginger) Yuan Agent	Fond du Lac, WI. 54935	North Fond du Lac, WI 54937

Charlie's Banquet Hall and Pub	N7930 Van Dyne Road	1348 Wisconsin Avenue
Charles H. Balthazor	Fond du Lac, WI. 54937	North Fond du Lac, WI 54937
Robin R. Balthazor		

Jenz Bar Central	229 East Cotton Street	748 Wisconsin Avenue
Jennifer Ledden	Fond du Lac, WI 54935	North Fond du Lac, WI 54937

Rumours Tavern	231 East Scott Street	727 Wisconsin Avenue
Karen Beesley	Fond du Lac, WI 54935	North Fond du Lac, WI 54937
John Beesley		

Streeter asked if need to read all items for liquor licenses? Will be read during Board meeting. Consensus was to not read them at this time.

Streeter asked if there were any questions for this item on the agenda. No questions.

CONSENSUS to take it to the Board.

2. Discuss the following application for **CLASS "B" FERMENTED MALT BEVERAGES LICENSE FOR THE FOR THE 2010/2011 LICENSE PERIOD, for a \$50 fee:**

Outdoor Recreation, Inc.,	405 Indiana Avenue	144 and 234 Winnebago
Street		

Randy Hopp, President and Agent	North Fond du Lac, WI. 54937	Village Park, Pavilion and
for the concessions at Village Park		Concession Stand..

(second #2 on agenda) Streeter asked if there were any questions.

Will – Asked if we have waived the fee for Outdoor Rec.?

Hornung – The Village hasn't in the past.

Streeter – Any more questions? No questions.

CONSENSUS to take it to the Board.

3. Discuss the following application for a **COMBINATION CLASS "A" FERMENTED MALT BEVERAGE AND INTOXICATING LIQUOR LICENSES FOR THE JULY 1, 2010-JUNE 30, 2011 LICENSE PERIOD:**

PDQ Stores, Inc.	308 Illinois Avenue	400 Prospect
Renee Bell, Agent	North Fond du Lac, WI 54937	North Fond du Lac, WI 54937

(Second #3 on agenda.) Streeter – Any questions? No questions.

CONSENSUS to take it to the Board.

4. Discuss the following application for a **CLASS "A" FERMENTED MALT BEVERAGE LICENSE FOR THE JULY 1, 2010-JUNE 30, 2011 LICENSE PERIOD:**

NFDL Mighty Mart BP, Inc.	W5515 County Y	330 Prospect Avenue
Joel Koll, Agent	Princeton, WI. 54968	North Fond du Lac, WI
54937		

Streeter – Any questions? No questions.

CONSENSUS to take it to the Board.

5. Discuss the following applications for **DANCE HALL LICENSES FOR THE JULY 1, 2010-JUNE 30, 2011 LICENSE PERIOD:**

Charlie's Banquet Hall and Pub	1348 Wisconsin Avenue
Charles H. Balthazor	North Fond du Lac, WI 54937
Robin R. Balthazor	

Jenz Bar Central	748 Wisconsin Avenue
Jennifer Ledden	North Fond du Lac, WI 54937

Streeter – Any questions? No questions.

CONSENSUS to take it to the Board.

6. Discuss the following applications for **TOBACCO AND CIGARETTE PRODUCTS LICENSES FOR THE**

JULY 1, 2010-JUNE 30, 2011 LICENSE PERIOD:

NFDL Mighty Mart BP, Inc. 330 Prospect Avenue
Joel Koll, Agent North Fond du Lac, WI 54937

PDQ Stores, Inc. 400 Prospect
Renee Bell, Agent North Fond du Lac, WI 54937

Rumours Tavern 727 Wisconsin Avenue
Karen Beesley North Fond du Lac, WI 54937
John Beesley

O'Connor Oil Corporation 565 North Pioneer Road
Stretch Truck Stop North Fond du Lac, WI. 54937
John Venturini
Streeter – Any questions? No questions.
CONSENSUS to take it to the Board.

7. Discuss the following applications for **NON-INTOXICATING BEVERAGE LICENSES FOR THE JULY 1, 2010-JUNE 30, 2011 LICENSE PERIOD:**

PDQ Stores, Inc. 400 Prospect
Renee Bell, Agent North Fond du Lac, WI 54937

NFDL Mighty Mart BP, Inc. 330 Prospect Avenue
Joel Koll, Agent North Fond du Lac, WI 54937

Jenz Bar Central 748 Wisconsin Avenue
Jennifer Ledden North Fond du Lac, WI 54937

O'Connor Oil Corporation 565 North Pioneer Road
Stretch Truck Stop North Fond du Lac, WI. 54937
John Venturini

The Cozy Café 726 Wisconsin Avenue
Teresa Klapperich North Fond du Lac, WI. 54937

Charlie's Banquet Hall and Pub 1348 Wisconsin Avenue
Charles H. Balthazor North Fond du Lac, WI 54937
Robin R. Balthazor

Rumours Tavern 727 Wisconsin Avenue
Karen Beesley North Fond du Lac, WI 54937
John Beesley

ACY International/ Freight House 44 Marcoe Street
Xinzi (Ginger) Genske-Yuan North Fond du Lac, WI 54937

Outdoor Recreation, Inc., 144 and 234 Winnebago Street
Randy Hopp, President and Agent Village Park including Pavilion and
for the concessions at Village Park Concession Stand.
Streeter – Any questions? No questions.
CONSENSUS to take it to the Board.

8. Discuss the following applications for **NON-INTOXICATING BEVERAGE LICENSES FOR THE JULY 1, 2010-JUNE 30, 2011 LICENSE PERIOD:**

PDQ Stores, Inc. 400 Prospect
Renee Bell, Agent North Fond du Lac, WI 54937

NFDL Mighty Mart BP, Inc. 330 Prospect Avenue
Joel Koll, Agent North Fond du Lac, WI 54937

Jenz Bar Central
Jennifer Ledden

748 Wisconsin Avenue
North Fond du Lac, WI 54937

O'Connor Oil Corporation
Stretch Truck Stop
John Venturini

565 North Pioneer Road
North Fond du Lac, WI. 54937

The Cozy Café
Teresa Klapperich

726 Wisconsin Avenue
North Fond du Lac, WI. 54937

Charlie's Banquet Hall and Pub
Charles H. Balthazor
Robin R. Balthazor

1348 Wisconsin Avenue
North Fond du Lac, WI 54937

Rumours Tavern
Karen Beesley
John Beesley

727 Wisconsin Avenue
North Fond du Lac, WI 54937

ACY International/ Freight House
Xinzi (Ginger) Genske-Yuan

44 Marcoe Street
North Fond du Lac, WI 54937

Outdoor Recreation, Inc.,
Randy Hopp, President and Agent
for the concessions at Village Park
Streeter – Any questions? No questions.
CONSENSUS to take it to the Board.

144 and 234 Winnebago Street
Village Park including Pavilion and
Concession Stand.

9. Discuss the following applications for **MOBILE HOME PARK LICENSES FOR THE
JULY 1, 2009-JUNE 30, 2010 LICENSE PERIOD:**

Applicant

Location of Premises

WD Steenberg

Lakeshore Terrace Manufactured Home Community

WDS Development Corp.

Gaslight Terrace Manufactured Home Community
Green Meadows Manufactured Home Community

Streeter – The dates on the agenda are wrong. Should be July 1, 2010 to June 30, 2011
Any questions? No questions.
CONSENSUS to take it to the Board.

10. Discuss Ordinance O-2010-04 AN ORDINANCE REGULATING SMOKING IN PLACES OF EMPLOYMENT
AND PUBLIC PLACES IN THE VILLAGE OF NORTH FOND DU LAC. (Two versions) Second Reading.

Hornung – Restated the decision from the prior meeting where the Village Board decided to adopt the same guidelines
for enclosed areas that are defined in the state statute. Tonight is the second reading. No other questions.
CONSENSUS to take it to the Board.

11. Discuss roles of the Committee of the Whole and the Village Board meeting, and the possibility of
combining them into one meeting only.

Streeter – Read the cover letter. He stated he was in favor of combining the two meetings because:

- a. He felt it was confusing to the audience that a topic was discussed twice.
- b. Board members could table an agenda item if they were not comfortable with deciding at that time.
- c. He didn't feel not chairing a meeting was a big deal.

Keller – Liked the idea of one meeting. More streamline. Crowd would see results of discussion sooner.

Moore – Didn't agree that an item is discussed twice. Discussed at COW and not Board. He felt the meetings
would be just as long if only one meeting.

King – Agreed with Keller that it would be more streamlined.

Will – Asked about comments from Donna Richards that there could be more open discussion in COW meetings
than Board Meetings.

Hornung – The guidelines for discussion at Board meetings are more rigid than COW meetings. If the Board
decides to combine into one meeting, everyone will have to be more careful as to what is discussed.

King – Felt that the Board can discuss an agenda item with open discussion to a point where it can be voted on.

Moore – Asked what the average time was for our COW and Board meetings.

Hornung – The average is about 1.5 to 2.0 hours. We pay \$35.00 for each half hour after the first half hour.

Streeter – Felt the Village would be presenting a better product to our viewing audience.

CONSENSUS to take it to the Board.

12. Discuss Pool Committee recommendation for pool evaluation and potential enhancements.

Hornung – Recapped the efforts of the pool committee to date. The committee is recommending Water Technologies for the pool evaluation and the development of a proposal for pool enhancements not to exceed \$5,000.

Will – Stated that Water Technologies had done a pool evaluation in 1999. Suggested to the Board that we only use fund raising money for 50% of the cost of this phase.

Hornung – Stated that between the brat fry and rummage sale, around \$4,000 would be used for 2010 operations. CONSENSUS to take it to the Board.

13. Discuss proposal for conducting a strategic planning session with Blue Door Consulting

Hornung – Presented a proposal from Blue Door Consulting for conducting a strategic planning session.

Will – Asked how many planning meetings would be held?

Hornung – Wasn't sure. Recommended inviting Blue Door Consulting to a Board meeting to answer questions.

CONSENSUS to take it to the Board.

14. Discuss current practice of contracting street sweeping to neighboring communities.

Streeter – Gave a little history and why it is on the agenda. He was concerned that sweeping outside municipalities would wear the sweeper out. He also stated that the revenue from the contracted street sweeping wasn't being set aside for the purchase of new sweeper.

Parsons – Stated that the contract charges were determined from a state rate sheet. All contracted income goes into storm water utility. The sweeper is inspected every year by a factory rep. The sweeper is 10 years old and in very good condition.

King – Feels we should continue the practice of contracting the sweeper. A machine tends to have more problems if it doesn't get used. He also felt that it is good practice to work with neighboring communities in case we would need help in the future.

Moore – Felt we should continue to bring in money anyway possible.

Will – Asked if a new street sweeper would be charged to the storm water utility?

Parsons – Yes it would. In 2009, the Village charged \$75 per hour. In 2010, we are charging \$80 per hour. Sweeping is always done on overtime.

Will – Asked the Board if we should be putting part of the revenue in a designated fund?

Keller – Since the sweeping rate covers both wages and equipment, she felt part should be put aside for a new sweeper.

Streeter – Asked King what mutual aid would we need to justify sweeping neighboring communities?

King – Felt there could be times when Public Works could need a piece of equipment

Streeter – Still felt that we are wearing the sweeper out by contracting it out.

King – Disagreed. He feels it has to be used to not cause more maintenance to the piece of equipment.

Moore – Stated we should rely on the staff and let them do their job.

Will – Recommended we put 25% of revenue to designated fund.

CONSENSUS to take it to the Board.

15. Discuss O-2010-5 MOTOR VEHICLE FINANCIAL RESPONSIBILITY - AN ORDINANCE REQUIRING PROOF OF VEHICLE LIABILITY INSURANCE.

Pautsch – Updated the Board on a new state statute requiring proof of vehicle liability insurance. The state never gave any guidelines for the new law and each municipality must pass their own local ordinance to enforce it. The ordinance was reviewed by Gary Sharpe. Vehicle owners will require minimal liability insurance and a proof of insurance card in the vehicle.

Moore – Asked what actually changed in amending the ordinance.

Pautsch – Section (46) changed.

Will – Asked what kind of fines would be assessed.

Pautsch – The fines haven't been established yet but he suspects:

1. No insurance – Fines from \$1 to \$500 – Suspects it will be around \$50 + Court cost
2. No proof of insurance - \$10 – Suspects a 10 day ticket may be issued.
3. Fraudulent insurance card - \$1 to \$5,000 – Suspects \$500 + Court cost.

Reiterated without the local ordinance, they would not be able to cite a driver for lack of insurance.

King – Confirmed that the local ordinance would keep any revenue from a citation in the Village.

CONSENSUS to take it to the Board.

16. Discuss Developers Agreement with Wayne Tatro / Jim Flood for paving of Parkridge Lane.

Leonard – Gave an update on the paving of a portion of Parkridge Lane. Leonard is asking for approval of a contract to have the County pave this portion of Parkridge and then have the developer pay the Village. All costs for the paving would be reimbursed by the developer.

Will – Asked if this would save the developer any money.

Leonard – The Village has more contacts for paving. In this case, it's not saving them a lot of money.

Will – Asked if they would be paying the attorney fees.

Hornung – Yes they will.

Moore – Asked if only the base coat was being laid at this time.

Leonard – Yes, only the base coat.

CONSENSUS to take it to the Board.

17. Discuss the next meeting date due to Holiday on normally scheduled date Hornung – Asked what date would work for the next Board meeting due to the fact that the first Monday in July is

Holiday. Options are June 28th, July 6th, or July 12th.

CONSENSUS was for July 12th.

B. CITIZENS TO BE HEARD.

Paul & Kathleen Oldenburg – Asked why they were not notified that their establishment, Dayz Gone By, was taken off the agenda. They understand why it was taken off but felt they should have been notified. Hornung said that they should have been, and apologized.

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.

Streetar congratulated the North Fondy Fest Committee for the great job they did for this year's event.

He also thanked Public Works, PD, and staff for all their help in making it a success.

E. CLOSING OF MEETING.

Meeting closed at 7:20 P.M.

Respectfully submitted,

Mike Streetar, Trustee