

FREDERIC VILLAGE BOARD REGULAR MEETING MINUTES

Village Hall · 110 Oak Street E

Monday, February 13th, 2023 · 7:00 pm

Call to Order by President Harlin Owens at 7:00 pm at the Village Hall and Zoom.

Trustees Present: President Harlin Owens, Brad Harlander, Amber Johnson, Rob Lillehaug, Jackie Peterson, Patty Swenson and Duane Wisse.

Others Present: Janice Schott, Village Clerk/Treasurer; Roxanne Howe, Deputy Clerk/Treasurer; Bill Struck, Director of Public Works; Tamara Larson, Chief of Police; Amanda Blackmon, Library Director; member(s) of the Public; member(s) of the Press.

Agenda Approval

Motion to approve agenda by Peterson/Wisse Vote: Carried

Approve Previous Meeting Minutes

Motion to approve the January 9th, 2023 minutes as presented by Swenson/Wisse Vote: Carried

Public Comments - None

Committee and Department Head Reports

a) Public Works – Bill Struck: Due to equipment break downs this winter, they haven't been able to haul all the snow, or sand as much as they normally do. No water freeze ups this year due to the snow insulation. There will be some large equipment purchase needs coming up soon, and Public Works and Personnel/Finance are working on that. A \$70,000 (roughly) maintenance project for the aeration equipment at the sewer plant has been scheduled. The older Public Works truck is out for bids to get rid of it.

b) Park Board – Rebecca Harlander: J Schott reported on behalf of R Harlander that the trails are open, in great conditions, and thankful for the people grooming and keeping the parking lots open. The first Park Board meeting is scheduled for March 8th at 8:00 am. It is possible there will be a representative from SRF Consultants there, as Polk County is looking into the possibility of adding horses and ATV's to the Gandy Dancer Trail. If it is confirmed he is coming, we will notify you.

c) Library – Amanda Blackmon: The annual reports are being worked on. Circulation, digital and children's material are all up. The Craft Expo was held last weekend, bringing in 80 people between 9 am and noon, and the Friends of the Library received \$835 in donations. Upcoming events include a jigsaw puzzle competition, and a 7-year-old child author meet and greet.

d) Law Enforcement – Tamara Larson: The department has been incredibly busy, having 157 calls of service. Our Lexipol (Public Safety Policy Management software) subscription will be going up this year. The Police Department has a new therapy dog (in training) named Cuffs. Our new officer Randall Selle has been a great asset to the department.

e) Clerk/Treasurer – Janice Schott: The Village took in over \$829,000 in tax payments since the end of December. We received a \$1200 security grant from the Wisconsin Election Commission, and were able to buy 2 locked cabinets and a laptop.

f) Ambulance Report – Patty Swenson: The new ambulance service is up and running and met in January to go over employee benefits, retirement plans, bonuses and other similar things. They just purchased a second chase vehicle, and are working on getting graphics on everything.

g) Personnel/Finance – Patty Swenson: The Committee met to go over some of the large equipment needs that will be coming up quickly, and a couple large road projects that are in the planning stages (3rd Avenue and Highway 35).

h) Public Works – Duane Wisse: The Committee met and went over a number of upcoming large purchases and are working on prioritizing. These equipment needs and projects are planned over the next 5 years.

i) Public Works will meet on 2.27.23, and the Park Board on March 8th.

Authorization Changes at Sterling Bank

The bank requested an updated authorization on who can pick up empty bank bags for the Village. Becky Amundson and Jen Phernetton were still listed, and should be removed and Roxanne Howe added.

Motion to remove Jen Phernetton and Rebecca Amundson from bank bag pick up approval at Sterling Bank, and add Roxanne Howe by Lillehaug/Johnson Vote: Carried

New Squad Purchase

The 2014 Impala squad needs replacement soon. The Village of Osceola has one they are selling that could be a good purchase for us. At Chief's School, T Larson won a \$1900 steel equipment box, that could be put in a new vehicle. J Schott went over some possible options in the budget for the purchase.

Motion to approve R Lillehaug and T Larson to work together on negotiations for the purchase of a replacement squad by Wisse/Swenson Vote: Carried

Consideration of Joint Services and/or Facilities with Others

Glenn Meier from West Sweden Township discussed a possible shared building with the Village of Frederic, that could include shared help and equipment. Motion to establish a joint committee with the Town of West Sweden to explore opportunities of working together, with initial appointees being Duane Wisse and Bill Struck, and the ability to include any Trustee in the event of a request or absence, by Harlander/Lillehaug Vote: Carried

Employee Handbook – HSA Information Addition

Employee benefit, Health Savings Account (HAS), will be added into the Village Employee Handbook as follows: The Village will contribute a set dollar amount monthly to a Health Savings Account (HAS) for employees covered under a qualifying high deductible insurance plan. Eligible employees can also contribute pretax from their wages. The combined contribution cannot exceed the allowed maximum contribution set by the Department of Revenue. The HSA program will follow the provisions of Public Law 108-173 relating to health savings accounts.

Motion to adopt the HSA benefit into the employee handbook as proposed by Swenson/Peterson Vote: Carried

Approval of Check Register – Check #192530 – 192596

Motion to approve check register as presented by Harlander/Johnson Vote: Carried

Items for Future Agendas

Long grass/nuisance ordinance

Adjourn

Motion to adjourn at 7:43 pm by Peterson/Swenson Vote: Carried

Respectfully submitted,

Roxanne Howe
Deputy Clerk/Treasurer