

SPECIAL VILLAGE OF EAGLE BOARD MEETING
HELD JOINTLY WITH THE TOWN OF EAGLE BOARD
“APPROVED” MINUTES – JUNE 24, 2009

Village President Rich Spurrell and Town Chairman Bob Kwiatkowski called their respective special Board meetings to order at 7:00 p.m. Village Clerk Mealy confirmed Open Meeting Law requirements. Roll was taken: (Village) Trustees Thomas, Rice, Couch, Scheff, Block, Greenberg – all present; President Spurrell – present. (Town) Supervisors Davis, West Malek Rasmussen – all present; Chairman Kwiatkowski – present. Also in attendance were Fire Chief Heim, Library Director Ali Chase, Park & Rec Director Heather Heywood, members of the Library Board, Fire Department and Park & Rec committee. Town Chairman Kwiatkowski led the Pledge of Allegiance.

There were no public comments.

Use of Village Compost Site by Town Residents. President Spurrell indicated that the Village Board had previously briefly discussed use of the Village compost site by some Town residents with the biggest concern being the additional amount of compost which would be generated; the site is already near capacity limits. He also stated that perhaps the Town should have their own site. Supervisor Rasmussen reported that as a temporary solution, John’s will be dropping off a truck in the spring and fall to allow Town residents to drop off their leaves and brush. Following discussion, President Spurrell suggested that the Town get some numbers from John’s to see what kind of volume the Village may be looking at.

Painting and Repairs of Historical Society Building. Chairman Kwiatkowski expressed concern over the discrepancy between the two (2) proposals received from Adam Sietz and Webber’s Painting Service; there is an approximate \$3,000 difference. He also suggested obtaining a comparison to vinyl siding as a way of fixing the problem once and for all. Trustee Scheff indicated that to remain on the State Historical Registrar, vinyl siding may be prohibited. He will contact Don and Elaine Ledrowski to see if the latter is compliant with the State. Trustee Rice then reported that the historical society is planning a special event sometime yet this year; whatever work to be done should go around it.

2010 Budget.

Limitations. Chairman Kwiatkowski reported that he has spoken with the various joint departments (fire, library and park & rec) and due to the reduction of state aids, he emphasized the need to hold their budgets the same as in 2009. They need to look at what they actually need versus what they want or would like to have. Supervisor West then distributed a packet of information containing various news articles pertaining to the increase in revenue cuts, tipping fees, transportation funds, and the proposed changes to the Prevailing Wage Law. President Spurrell reported that the Village Personnel & Finance Committee did meet this week; their goal is a zero percent increase. They are looking at #1, the employee health benefit package and the concept of employees pitching in: Single pkg.-\$7.50; Family +1 pkg.-\$10.00; Family +2-\$20.00. Deductions would be per paycheck. The committee is looking at it from the employees aspect as far as keeping the deductibles relatively low. Supervisor Malek commented that the suggested contributions are minimal and that it is unusual in this day and age for employees not to

contribute. Kwiatkowski commented that the Town has been on a cost share basis with their one (1) employee for quite some time. Both Boards consensus is to move forward, getting specific numbers.

Reserve Funds. President Spurrell suggested that a reserve be set up for both the park & rec and the municipal building. He stated that it does not have to be a large amount, but it would be a starting point so that these funds could be used to offset unexpected expenditures, using the repairs to the septic system as a perfect example. He encouraged both entities to budget for the reserve as a separate line item within each budget.

Municipal Building.

Library Insurance for 2008-2009. Chairman Kwiatkowski explained that the Town carries the insurance on the municipal building, including the contents of the library; it is paid for from the Municipal budget. He requested action on two (2) items: Decide whether all insurance, including the library portion, continue to be paid for from the Municipal Budget and also whether the Village is willing to reimburse the Town for the amount that was paid for the contents of the library for the years of 2008 and 2009. Discussion followed regarding the exact amounts paid for the two (2) years, and apportionment, because if it comes from the Municipal Building Budget it would be a 50/50 split. Kwiatkowski motioned that the insurance premium continues to be paid for from the Municipal Building Budget; Rasmussen seconded. Under further discussion it was clarified that the premium also includes the Historical Society. Motion carries.

Following a short recess, the meeting reconvened and Chairman Kwiatkowski presented a breakdown of the premiums for 2009, the point in question being the coverage for the library books and media, which was \$1605. Trustee Couch remarked that the Village owes their portion to the Town for 2008 and 2009 and moved that they disburse it; Scheff seconded. Under further discussion, Trustee Rice inquired as to where the monies would come from. Spurrell noted that they would be taken from the Property and Liability Insurance account. Motion carries.

HVAC Maintenance Program. President Spurrell reported that there is a line item for this in the budget; at this point there is nothing to approve.

Cost of Defibrillator. President Spurrell stated that the fire department had received a partial grant in 2008 for the purchase of a defibrillator for the municipal building. Each entity, the Town, Village, library and park & rec were requested to reimburse the fire department approximately \$330.00 for the unit. Spurrell was told by the library and park & rec, that they don't have the money for it. Spurrell wanted both Boards to discuss options available. Supervisor Malek, who is the Town representative on the Park & Rec Committee, commented that his impression was that it was a full grant. He also stated that the Fire Commission had all the input; the Park Committee had no input; they just inherited the bill. Bob Anderson of the Library Board stated they never received a bill. Fire Chief Heim suggested that this item be tabled. The Chief will take it back to the members to see if the department will absorb these portions. Chairman Kwiatkowski moved that this item be tabled. Rasmussen seconded, motion carries.

Motion by President Spurrell to table any action pending notification from the Fire Chief so that this item can be put to rest. Block seconded; motion carries.

Septic Tank Replacement Costs. President Spurrell indicated that at their previous joint meeting, the motion was made to take the excess cost (split 50/50) over the original proposal to replace the septic tank was to be taken from the municipal reserve. For clarification, he stated it

should come from each municipality's reserves. Moved by Trustee Couch to take the excess cost from the Village's municipal reserve; Thomas seconded. Motion carries.

Motion by Rasmussen, second by West to take the excess cost from the Town's municipal reserve. Motion carries.

Fire Department - Advance Life Support. Chief Heim stated he would like to see their current EMS services upgraded to intermediate, ALS or Advance Life Support. He summarized the differences between the two, indicating that with ALS, technicians could administer medications for the heart, pain management, and seizure control. They also will be able to perform other services such as interpretation of EKG's, manual defibrillation, intubation, and trans-cutaneous pacing. ALS would increase the pre-hospital emergency medical services level of care to the residents. Currently there is a 5-10 minutes delay while mutual aid responds to the scene "after" it is determined ALS care is needed; if ALS is not available, there is a potential for an even greater delay. Heim has four (4) individuals who are willing to attend a one-year course at WCTC; two (2) semesters, one (1) night a week, plus some weekends. Classes would begin in the fall of 2009. The cost is \$1200 a piece. He would like approval to use money in the Ambulance Fund to cover the cost. Currently there is \$24,000 in savings and \$134,000 in CD's. He also is looking for approval to purchase additional EMS supplies and medications for each vehicle at \$1500 for each vehicle; a total cost of \$3,000. The cost is recoverable because they will no longer need to call Mukwonago; they would also pick up surrounding communities. Discussion followed. Supervisor West inquired as to how the cost would be distributed and when a new ambulance will be needed. Chief Heim responded that the cost would be added to the user; 2017 is the projected year for the purchase of an ambulance. He also remarked that the fund for the ambulance is and has been self-funding. Further discussion followed regarding future purchases and planning on a budgetary aspect.

Moved by Trustee Rice to approve the expenditures for the ALS training of four (4) individuals (\$1200 ea.) and the purchase of additional equipment and supplies for the two (2) vehicles (1500 ea.) with them both coming from the Ambulance Fund. Scheff second; motion carries.

Moved by Supervisor Davis to approve the expenditures for the ALS training of four (4) individuals (\$1200 ea.) and the purchase of additional equipment and supplies for the two (2) vehicles (1500 ea.) with the amounts coming from the Ambulance Fund. Malek seconded; motion carries.

Park and Recreation. President Spurrell indicated that members of the committee are there to oversee the program, director etc.; they don't "have to" do the fundraisers. Spurrell clarified what he called a miscommunication between the former citizen representative and members of the committee at her first meeting; how information was presented and how it was interpreted. Discussion followed. Supervisor Davis noted that the Town has not approved the bylaws that were drafted in spring.

HR Policy. Chairman Kwiatkowski stated he does not feel it is the committee's responsibility to draft a Human Resource Policy; they are a recommending body. He feels two (2) members from each the Town and Village Board should take a look at developing a HR Policy and then take it back to both Boards for approval. Discussion followed.

Moved by Spurrell and seconded by Rice that the following individuals be members of joint Town and Village Board committee to develop and present for approval a HR Policy:

Chairman Kwiatkowski, President Spurrell, Trustee Rick Block, and Supervisor Don Malek. Motion carries.

Moved by West and seconded by Rasmussen that the following individuals be members of joint Town and Village Board committee to develop and present for approval a HR Policy: Chairman Kwiatkowski, President Spurrell, Trustee Rick Block, and Supervisor Don Malek. Motion carries.

Change in Dispersing Funds. Chairman Kwiatkowski stated that due to the park & rec's cash flow, he would like to change their quarterly payment schedule to one (1) payment being made in January. President Spurrell commented that they requested the 3rd qtr. payment early, and there is the possibility of the 4th qtr. as well.

Motion by Rasmussen to change payment to the Park & Rec from quarterly to annually being paid January 1st. Malek seconded. Under discussion, it was clarified that the payment has to last the entire year and the program will be monitored through monthly reports. It was also noted that the program will probably never be self-sufficient. Motion carries.

Motion by Block to covert the four (4) quarterly payment to one (1) annual payment payable January 1st. Greenberg seconded; motion carries.

Program Costs/Surrounding Communities. Members of each Board received copies of a survey conducted by the Park & Rec intern listing the various program costs compared to surrounding communities. Chairman Kwiatkowski commented that it is the responsibility of the committee to be fair to Town and Village residents. Discussion followed. President Spurrell remarked that the committee needs to keep fees reasonable; he would like them to dissect the comparison looking at the fees carefully.

Budget Status. President Spurrell requested an update of where the Park & Rec program is at from a budget standpoint. Director Heather Heywood presented a brief summary of the balance sheet distributed to both Board, which showed the detailed income and expenses. As of June 22nd, the program has net income of approximately \$2500. She also commented that fundraisers should not be used as a tool to balance the budget.

Library Expansion. Library Board President, Bob Anderson, indicated they are possibly looking at a 2011 construction/funding date. The library goals consist of working with the Town and Village, deciding whether to expand the existing library or construct a new facility, and if new, where it would be located. He indicated that the library is currently at 4,000 sq. ft; they are currently looking at a 16,000 sq. ft. facility that would include offices, conference rooms etc. They project that the existing library will be out of shelve space within the next year. Discussion followed. Chairman Kwiatkowski suggested that the Library Board meet with the Smart Growth Committee regarding growth potentials/projections. While the Library Board hopes to fund a large portion of the expansion through donations, Supervisor West commented that they should not get false hope with the way the economy is going. Trustee Thomas questioned the size of the expansion considering the projection of the increase in population. To the latter, he was told that it is needed for material spacing. Roles of the Library Board and the Town and Village when it comes to funding were also reviewed.

Funding the Library. Discussion followed regarding funding for the library in accordance with WI Stat. 43.64 – County Tax and Joint Town and Village Resolution 1977-1 that was adopted in 1980. Chairman Kwiatkowski wants to be sure that the way we (Town and

Village) are funding the library is the correct way. He will be contacting State Representative Steve Nass to get clarification on interpretation of the statute.

Under public comment, Bob Anderson indicated that the library is running into cash flow problems because of payroll timing. He also announced the cancer benefit for Brenda Ramstack that will be held on Saturday, June 27th.

There being no further business, motions were made by Davis/Malek (Town) and Greenberg/Thomas (Village) to adjourn. Both motions carried. The joint meeting was adjourned at 9:45.

Respectfully submitted,

Shirley K. Mealy
Village Clerk