

**VILLAGE OF OSCEOLA**  
**REGULAR BOARD MEETING PROCEEDINGS**  
**December 13, 2022**

The Village of Osceola met for a Regular meeting on December 13, 2022, at Village Hall. Village President Jeromy Buberl called the meeting to order at 6:01 pm.

Present: Jeromy Buberl, Bill Chantelois IV, Bruce Gilliland, Brad Lutz, Deb Rose, Holly Walsh (arrived at 6:02 pm)

Absent: Van Burch

Staff present: Devin Swanberg, Frances Duncanson, Carie Krentz, Tanya Batchelor, Paul Elfstrom, Ron Pedrys, Todd Waters, Rick Caruso, Shelby Friendshuh, and Joey Cutts

Motion by Gilliland and seconded by Rose to approve the agenda.

Ayes-6            Nays-0            Motion carried

Motion by Lutz and seconded by Gilliland to approve the minutes of the Budget Work Session dated November 7, 2022, Regular meetings dated November 9, 2022, Special meetings dated November 14, 2022, and December 1, 2022.

Ayes-7            Nays-0            Motion carried

**Public input and ideas (Limit 5 minutes per speaker)**

No one wished to speak.

**Reports: Staff reports**

Utilities-Caruso: Weather turned cold really fast. Flushing 1/3 in high zone on hold. 4<sup>th</sup> Quarter meter reading began on 12/12/22. Fire hydrants that do not drain have been winterized and have been added to GIS utility mapping.

Library-Friendshuh: November was successful with circulation remaining steady. Rest of this month was spent doing 2023 budget approval and developing adult ready program. Total items circulated was 4,023, over 1,000 in eBook checkouts, 129 new items, as well as working on new book club kits. Story time and monthly book clubs are still successful even with lower numbers. Filled staff vacancy with an old staff member, Cora Paro.

Fire-Elfstrom: 7 total runs in November - 5 in village, 2 in Town of Farmington. Switch over to Lakeland is almost over – just have phone line conversion left. Retirements program is getting completed. Applications for Fire Chief is almost over.

Building Inspection: 5 building permits were issued in November with a total value of \$73,085. 87 total building permits issued for the year so far, with a total value of \$7,131,017.75.

Administration: Swanberg getting familiar with village.

Police-Pedrys: November – Observed A.L.I.C.E. drills at all four schools and they have it down. Received a grant that didn't apply for, was nominated by Officer Matt O'Hara in the amount of \$800. Applied for two AED grants but was not granted due to high demand. However, was offered a significant discount on them. Had four Village employees attend CPR/AED training through community education. Got new Squad that was ordered in February. Writing a couple more grants – one for capabilities to work from home if needed and one is a \$7,100 grant and is pretty much guaranteed getting and can go towards cameras. Community coffee will be 12/23/22 and Stuff A Squad is happening on 12/17/22 and items are needed.

Public Works-Waters: Busy November with snow and ice. Public works was prepared and had no hiccups. Light poles are finally up and got holiday decorations up. They are running longer, from 5 pm to 6 am and all lights are LED. Washed sand is getting harder and harder to get and we are being proactive to have this on hand. Maintenance to light systems. End of year programs are wrapping up as well.

Chamber of Commerce/Mainstreet: Staff was not able to attend tonight's meeting. Rose contributed – The Chamber has had a couple of rough years due to COVID however, they have made substantial changes this year.

Chamber wanted to say thank you to the board for helping financially, and all the services village staff provides in getting things done and set up.

**Other business – discussion and possible action re:**

**2023 Capital Purchase – Wheel Loader**

Waters discussed 2023 capital budget allowance of \$160,000 to replacement of current 26-year old wheel loader. With how long it takes to get a piece of equipment he’s being proactive with his request. When looking at pricing it is close to what was originally planned for. Three bids were: (1) Fabick Caterpillar at \$171,450, (2) Miller-Bradford at \$190,931 and (3) McCoy Construction (John Deer) at \$175,500. Talked to many surrounding communities and looked at their machines and did a thorough comparison. Requesting reserve to get this machine. Waters wants the reserve to continue to grow but with pricing where it’s at needs to request \$15,000 to get this new piece of equipment.

Motion by Lutz and seconded by Gilliland to approve the bid from Fabick Caterpillar in the amount of \$171,450 for 2023 CAT 926M wheel loader.

Ayes-7                      Nays-0                      Motion carried

**Resolution #22-10 “Adjusting Sewer User Rates”**

Caruso went over sewer utility rate study. We have no reserve to absorb the increase. Fund balance should have more funds – we are at \$95,000 and should be close to \$252,000. Current rate is \$9.00 requesting increase to \$10.75 with a restructuring of meter fee. Right now, meter fees are \$35 across the board and suggesting it goes to meter size with an increase for main size to \$40. This increase will be affecting only sewer rates nothing to do with water. Goal for this change is for stability with having reserve. Helping to avoid getting a much higher rate later when issues come up that need fixing. Discussion of projects that are expected. 5-year plan to get to the \$252,000 for both restricted and unrestricted.

Motion by Rose and seconded by Walsh to approve Resolution #22-10 “Adjusting Sewer User Rates” as presented.

Ayes-7                      Nays-0                      Motion carried

**Discussion regarding 2023 Audit Service**

Swanberg discussed contact going up \$1,700 from last year. No time for RFP but strongly suggests doing one next year.

Motion by Gilliland and seconded by Lutz to approve bid for 2023 Johnson Block audit services in the amount of \$34,675.

Ayes-7      Nays-0                      Motion carried

**Milk House Update**

Buberl stated Village of Osceola is the owner of property located at 101 Cascade Street N, Osceola. Directed staff to start getting bids for demolition, looking for the swiftest and least expensive method. Swanberg said grant money would push this project into 2024. Water stated he has started the process for the overall cost related to the stairs leading to waterfall. However, at this time there isn’t much to report but is at the top of the list.

**Update on Potential Referendum for Public Safety and Public Works**

Admin & Finance met last Friday and discussed timeline and options for a referendum. Presented were some initial numbers on impact and total amount to request. Next session will be Friday, December 16, 2022, at 9:30 am, to look at more scenarios. Buberl made a quick statement of other referendums that have passed and not passed.

**Interim Administrator duties/schedule**

Buberl talked about how to wrap up Pascarella’s time. Stated Pascarella would continue handling anything related to the development downtown on an as needed basis through January, not to exceed current hours.

**Swearing in and Oath of Office for Carie Krentz as Village Clerk, Tanya Batchelor as Village Treasure and Devin Swanberg as Village Administrator**

**Financial Institution Access for Village Treasurer & Administrator**

Motion by Lutz second by Rose approving banking access for Village Treasurer and Village Administrator.  
Ayes-7                      Nays-0                      Motion carried

**Resolution #22-11 “Recognizing the Retirement of Frances Duncanson”**

Buberl read Resolution #22-11 completely and thanked Duncanson for her service to the Village.

Motion by Rose second by Walsh to approve Resolution #22-11 “Recognizing the Retirement of France Duncanson”

Roll call vote: Ayes: Buberl, Burch, Chantelois, Gilliland, Lutz, Rose, Walsh    Nays-0 Motion carried.

**Permits and Licenses:**

Motion by Rose and seconded by Gilliland to approve a Class B Bear License and Class C Wine License to American Pie Pizzeria at 444 Cascade Street N. and a Temporary Class B Beer and Temporary Class C Wine License to Osceola Lions Club for Osceola Firefighters Ball 2023 to be held on February 11, 2023

Ayes-7                      Nays-0                      Motion carried

Motion by Walsh and seconded by Gilliland to approve Operator Licenses for Jace G Wayman, Dick’s Fresh Market.

Ayes-7                      Nays-0                      Motion carried

Motion by Lutz and seconded by Walsh to approve Board, Committee, Commission and Agency Reports:

- a) Police & Fire                      August 31, 2022                      (Committee approved October 13, 2022)
- b) Water & Sewer                      August 30, 2022                      (Committee approved December 5, 2022)
- c) Library Board                      October 13, 2022                      (Commission approved November 9, 2022)
- d) Admin & Finance                      October 7, 2022                      (Committee approved November 22, 2022)
- e) Admin & Finance                      October 14, 2022                      (Committee approved November 22, 2022)
- f) Airport Commission                      October 17, 2022                      (Commission approved November 21, 2022)
- g) Court Commission                      January 6, 2022                      (Commission approved November 15, 2022)

Ayes-7                      Nays-0                      Motion carried

Motion by Rose and seconded by Gilliland to approve vouchers payable.

Ayes-7                      Nays-0                      Motion carried

Motion by Lutz and seconded by Gilliland to go into closed session at 7:34 pm pursuant to Wisconsin Statute §19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or to conduct other specified public business, for competitive or bargaining reasons. This pertains to employee union contract negotiations.

Roll call vote: Ayes: Buberl, Burch, Chantelois, Gilliland, Lutz, Rose, Walsh    Nays-0 Motion carried

Motion by Gilliland and seconded by Lutz to come out of closed session proceedings at 7:38 pm.

Roll call vote: Ayes: Buberl, Burch, Chantelois, Gilliland, Lutz, Rose, Walsh    Nays-0 Motion carried

Motion by Gilliland and seconded by Lutz approve tentative contract with police union as discussed.

Ayes-7                      Nays-0                      Motion carried

**Future agenda items and updates** There were none. Buberl thanked groups and supporter with light up Osceola, it is a nice event. Merry Christmas and happy new year.

President Buberl adjourned the meeting at 7:40 pm.

Respectfully submitted by

Carie Krentz