

**VILLAGE OF OSCEOLA
REGULAR BOARD MEETING PROCEEDINGS
November 14, 2023**

The Village of Osceola met for a Regular meeting on November 14, 2023, at Village Hall. Village President Lutz called the meeting to order at 6:00 pm.

Present: Brad Lutz, Bruce Gilliland, Neil Kline, Arvid Maki, Bill Chantelois IV and Marsha Hovey

Absent: Van Burch

Staff present: Devin Swanberg, Carie Krentz, Tanya Batchelor, Ann Miller, Todd Waters, Rick Caruso, Ron Pedrys, and Paul Elfstrom

President Lutz welcomed new Trustee, Marsha Hovey to the board.

Item 6e, Airport Road, will be a discussion only with no action taken tonight.

Motion by Gilliland and seconded by Maki to approve amended agenda.

Ayes-6 Nay-0 Motion carried

Discussion on Kennel License – Krentz informed Board no complaints have been logged against any dogs and Pedrys stated dogs got loose with no tags, were issued citation and was paid. Also, asked is Budget Summary was going to be able to be discussed later in agenda. Swanberg informed the board that the Budget Summary is just where the Village is at year to day for 2023 and there would be further discussion in the Budget Update section of the agenda for the 2024 Budget.

Motion by Gilliland and seconded by Chantelois to approve the consent agenda.

Ayes-6 Nays-0 Motion carried

Public input and ideas (Limit 5 minutes per speaker)

Steve Schanback at 1850 60th Avenue, Osceola discussed his proposal for the Osceola Heritage Committee and thanked board for keeping the conversation going.

Reports: Staff reports

Fire: Elfstrom went through runs for the month of September with 16 runs total last month, 14 in Village of Osceola, and 2 in Town of Farmington and reviewed memo to the board.

Building Inspection: Swanberg stated most of the permits were cosmetic with one structure permit last month. Still behind last year's building numbers and will fall short of budgeted income largely due the apartment building in downtown's delay.

Administration: Swanberg gave the board an update on the busy administrative activities for the month as show by the size of agenda. Spoke with WPPA, union for Police Department will be talking with General Teamsters Union later this week. Also working hard on the budget and stated Batchelor has been work very hard to bring down health care costs for the Village and its employees.

Police: Pedrys wanted to thank the board for looking the Animal Control Contact later on agenda and reviewed his memo to the board and pointed out Community Coffee would not be able to be held in November, so next one is in December.

Public Works: Waters reviewed his memo to the board.

Utilities: Caruso reviewed his memo to the board and stated Great Lakes is in town doing their preventative maintenance and feels this program is working very well for us.

Library: Miller, new Director, reviewed memo to the board.

Chamber of Commerce/Mainstreet: Yager, MainStreet Director, introduced Miranda Steinhoff-Yates as the new Chamber Director and gave a rundown of the memo to the board.

Motion by Lutz seconded by Gilliland to appoint Miranda Steinhoff-Yates to the BID Board.

Ayes-6 Nays-0 Motion carried

Other business – discussion and possible action re:

Appoint fill-in Kristopher J. Krentz as Multi-Jurisdictional Judge until 2024 Spring Election

Motion by Gilliland and seconded by Kline to appoint Kristopher J. Krentz as Multi-Jurisdictional Judge until 2024 Spring Election.

Ayes-6 Nays-0 Motion carried

Appoint Allana Clymer as Historian to Historic Preservation Commission for a three-year term to 2026

Discussion took place due to communications from Ms. Clymer regarding Historic Preservation Commission and the Osceola Heritage Committee. Decided to table until we get clear direction from appointee.

Motion by Gilliland and seconded by Kline to table appoint to December.

Ayes-6 Nays-0 Motion carried

Department of Public Works Snow Removal Contract

Waters stated we only received one bid and that was from J&S General Contracting. Feels there are some requirements to bid the proposal, however not asking to much to not receive more bids. Also wanted the Board to be aware in previous years account #100-21-53311-340-001 traditionally has been budgeted for \$25,000 as compared to the \$17,500 in 2023, be aware in case it exceed this number depending on the winter we have. Hoping to make some cuts with the new loader and will not have to bring in contractors for other items. The bid has gone to an hourly rate and will pay less than the \$17,500 if less hours are needed.

Motion by Maki and seconded by Chantelois to approve J&S General Contracting for the snow removal contract as presented.

Ayes-6 Nays-0 Motion carried

2022 Audit Presentation – Johnson Block

Kevin Krysinski from Johnson Block gave a summary of the 2022 Audit of the Village’s Financial Statements. He highlighted the financial position overall has improved since 2019. Structural improvement in utilities with one major debt coming off in 2025. G.O. debt compacity has increased, still high but seeing improvement. Biggest issue the Village faces is the structural deficit which is hindered by levy limit due to community growing and levy limits not keeping the pace.

Airport Road

Swanberg informed the Board the Village received an email from resident & their attorney and would like time for the Village’s attorney to review what was sent before board discussion. Also gave a quick summary of what is being requested for Airport Road.

Airboat Update

Elfstrom spoke about the airboat he is looking to purchase and is looking for permission to purchase due to the boat taking 8 to 9 months to build. At this time the Fire Department is responsible for 9 miles of the St. Croix River and their current boat can only go about ½ mile. This airboat is essential for movability on the river but can also be used on land as well.

Motion by Gilliland seconded by Maki to approve the order of the airboat as presented.

Ayes-6 Nays-0 Motion Carried

Dick’s Fresh Market offer

Swanberg informed the Board the owner of Dick’s Fresh Market proposed an offer for an early payoff of their loan with the Village done in 2016 for the expansion of their building. To date, only interest payments have been made and current balance of loan is \$254,654.73. He is offering to pay off this year for \$100,000. Board reviewed communications received and discussed options.

Motion by Gilliland and seconded by Kline to decline offer.

Ayes-6 Nays-0 Motion carried

Proposal to transfer land – declined counteroffer

Swanberg stated the Village approved to sell land for \$1 and pay legal fees to transfer to residence however that offer was declined. Discussion of solutions, being staff to create deed and transfer and residence buys land for \$1 and is responsible for the tree removal.

Motion by Gilliland and seconded by Chantelois to direct staff to prepare deed, record & transfer for sale of land for a \$1 per family for a total of \$2 and family will be responsible for removal of the trees.

Ayes-6 Nays-0 Motion carried

Simmons Drive Reconstruction

Swanberg gave a summary of status of the Simmons Drive reconstruction project and working with Town of Osceola. Discussion took place regarding origin of project, position turnover in Town Chair and loss of communication between municipalities and offers and counter offers between municipalities. At this time the Town is offering \$44,000 of their approx. \$100,000 portion of the road with additional requests from the Town. LRIP grant will expire in 2025 and no agreement between municipalities at this time. Lutz stated if an agreement cannot be reached the Village needs to take look at the MOU with the Town for maintenance of the road. Town to take care of their portion and Village take care of their portion. Hoping to reach an agreement to get this project done and directed staff to keep trying to find a way to get project completed.

Ordinance #2023-07: Amendment of Chapter 168-24 – Electronic Smoking Devices

Pedrys stated we are bringing out code to match state requirements to include electronic smoking devices.

Motion by Lutz and seconded by Maki to approve Ordinance #2023-07: Amendment of Chapter 168-24 – Electronic Smoking Devices as presented. Ayes-6 Nays-0 Motion carried

Service Contract with Appraisal Services and Data Processing Systems (3 years)

Board is happy with the services provided and happy to renew contract.

Motion by Gilliland and seconded by Chantelois to approve contact for three years with ASDP. Ayes-6 Nays-0 Motion carried

2024+ Garbage & Recycling Collection RFQs

Swanberg stated last week Admin & Finance met with Waste Management and Olson Sanitation from our RFP for garbage & recycling service for the residence of the Village. We got bids for this service and the committee recommended Olson Sanitation and passed 3-0.

Motion by Gilliland and seconded by Hovey to approve Olson Sanitation for trash hauler for a three-year contract as presented. Ayes-6 Nays-0 Motion carried

Animal Control Contract

Swanberg informed the board that with this contract the Village pays nothing up front. If needed, the Contractor would collect any fees from owner of animals that were picked up. The Contractor is only used when a call comes to the Police or Dispatch, who then call for his services. Contractor does not go around just picking up animals. By using this service it helps our staff, with time saving transferring, we no longer have any place to keep the animals and our squads do not have the capability to pick up some of these animals due to size of them.

Motion by Maki seconded by Kline to approve Darel Hall and Animal Control Contract as presented. Ayes-6 Nays-0 Motion carried

Vacation time for employees

Batchelor explained the issue between accruing employees vs employees hired before 2017 and carrying over 40 hours of vacation. It was discussed at Admin & Finance to carry over 80 hours for accruing employees to be able to use in the beginning of year if available. With only getting 40 hours of carry over they may use right away and then have no vacation accrued until the middle of year. Admin & Finance recommended changing the employee handbook to carry over 80 hours for all employees.

Motion by Gilliland and seconded by Hovey to approve change in Employee Handbook to carry over 80 hours for all employees. Ayes-6 Nays-0 Motion carried

Budget Update

General Fund Budget Summary and Notice of Public Hearing, to be held on November 29, 2023 at 6:00 pm, were passed out to board members. Swanberg is presenting a balanced budget with assumption of 5% wage increase, health care option through Teamster Union, and using the maintenance and equipment borrowing. Batchelor explained health insurance savings with 4 staff members going to TeamCare through Teamster Union and keeping

3 employees on current plan. When she began looking, the Village was looking at a 16% increase in health care costs, going from paying \$151,000 in 2023 to just under \$170,000 in 2024. With 4 employees going to Team Care the total health care costs will remain at \$151,000, meaning no increase to the Village. The Village saves approximately \$19,000 and the employees will save \$17,000 even after union dues. Other adjustments to the budget were wages to Police Budget, part-time went to only paying the evidence tech. Swanberg also mentioned the General Fund will increase with land sales and TID closure and is recommending the borrow and by combining with our CIP borrow the costs will be lower by not taking them at separate times. Also, all revenues are extremely conservative due to shortfalls the last three years. Discussion about increasing the General Fund versus the borrow and the delay in the apartment development.

Voluntary Recognition Agreement with General Teamsters Local 662

Motion by Gilliland and seconded by Maki to approve Voluntary Recognition Agreement. Gilliland withdrew motion, seconded by Chantelois. Ayes-6 Nays-0 Motion carried

Kline asked for discussion of evaluation of benefits overall for the next couple years in relation to recruiting and retention of staff and relation to the budget.

Motion by Gilliland and seconded by Chantelois to approve the Voluntary Recognition Agreement with General Teamsters Local 662 as presented. Ayes-6 Nays-0 Motion carried

Creation of Osceola Heritage Committee

Swanberg stated this was on the agenda because no clear direction was given at the creation of this committee. What is the purpose of the committee? Who and how many will be on committee? Lutz said the committee was created to keep the conversation going and sees it as an advisory committee to send recommendations to the Village Board. Not sure about specifics for committee – does it have to be only village residences? Wants the committee to be inclusive of community. Then opened it up to the public and discussion took place, items of note: many meetings up front (monthly/bi-weekly), how do we get people engaged, one to two board members presents. Gilliland suggested we schedule an organizational meeting to get it started. After more discussion a kick off meeting will be scheduled for December 5, 2023 at 7:00 pm or right after Planning Commission meeting.

Motion by Gilliland seconded by Kline to go into closed session proceedings pursuant to Wisconsin Statute §19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. This pertains to current litigation from St. Croix Scenic Coalition, Inc.

Roll call vote: Ayes-Hovey, Maki, Gilliland, Lutz, Chantelois, Kline Nays-0 Motion carried

Motion by Gilliland seconded by Kline to come out of close session proceedings.

Roll call vote: Ayes-Kline, Chantelois, Lutz, Gilliland, Maki, Hovey Nays-0 Motion carried

Future agenda items and updates

Swanberg reminded members of next Budget Work Session to be held on Wednesday, November 29, 2023 at 6:00 pm.

Hovey asked about vacant committees and what is she going to fill and will be added to December meeting.

President Lutz adjourned the meeting at 9:24 pm.

Respectfully submitted by

Carie Krentz, Village Clerk