

VILLAGE OF OSCEOLA
REGULAR BOARD MEETING PROCEEDINGS
December 12, 2023

The Village of Osceola met for a Regular meeting on December 12, 2023, at Village Hall. Village President Lutz called the meeting to order at 6:01 pm.

Present: Brad Lutz, Bruce Gilliland, Neil Kline, Van Burch, Arvid Maki, Bill Chantelois IV and Marsha Hovey
Staff present: Devin Swanberg (virtual), Carie Krentz, Tanya Batchelor, Ann Miller, Todd Waters, Rick Caruso, Ron Pedrys, Andrew Bach, Joey Cutts and Dylan Annis

Motion by Burch and seconded by Chantelois to approve the agenda.

Ayes-7 Nays-0 Motion carried

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

Ayes-7 Nays-0 Motion carried

Public input and ideas (Limit 5 minutes per speaker)

Eric Krentz 403A 8th Avenue – is in the process of taking over Osceola Lanes as of January 1, 2024 and has applied for an alcohol license. Looking for a temporary, provisional license due to not being able to get on the December agenda – are options available. Krentz stated that a special meeting would need to be held but no discussions have taken place at this time with the President or Board.

Mike Malik owner of River Valley Inn was unaware of having to clear sidewalks adjacent to his property. He received the letter of information but did not think it applied to him and it is not possible for him to clear these sidewalks. He feels the Village needs to take care of this, no means to accomplish and asking for exemption due to having to pay sales & room taxes.

Reports: Staff reports

Police: Pedrys has enjoyed his time working here and thanked all the residents and business owners for their support of the police department and ask for that to continue. Bach reviewed his memo to the board.

Public Works: Waters stated had another busy month and reviewed his memo to the board highlighting working on the 27 street signs. Hovey gave an update on the Skatepark stating they have reached \$92,000 of their \$200,000 goal. Next steps there are local businesses who have offered pledges to complete their funding in the next calendar year. At a place for the plans to move forward and try to have it completed by next fall if possible.

Utilities: Caruso highlighted Fairbanks Morse influent pump was found to leaking and had it repaired. He is very proud of our maintenance schedule which finds these issues. Great Lakes TV Seal completed over 20,000 feet of sanitary sewer cleaning with 5,000 feet scheduled for next year.

Library: Miller wanted to thank admin staff for their help with her settling into her role as Director. Then reviewed her memo to the board.

Fire: Annis went through runs for the month of November with 13 runs total last month, 6 in Village of Osceola, 6 in Town of Farmington and 1 mutual aid in Shafer, MN. Then reviewed memo to the board.

Building Inspection: Swanberg stated we had two new home permits last month, giving us a total of 6 for the year. \$4.5 million of total value with 81 permits to date. There will be a report for years end at next month's meeting.

Administration: Swanberg continues to be busy in the office with working on the RFPs for trash service and auditing services, working on two union negotiations and finishing up the budget. Thanked Batchelor for getting the Health Insurance completed to save the Village and Employees money and Krentz for working on getting ready for the elections to be held next year.

Chamber of Commerce/Mainstreet: Yager, Main Street Director, reviewed memo to the board and highlighted forming of St. Croix Valley Chamber Alliance, which is made up of Osceola, Somerset, The Falls (Taylor Falls and St. Croix Falls), Balsam Lake and Amery to share resources and events. Also, gave a thank you to Public Works for hanging winter banners and snowflakes throughout the downtown.

Other business – discussion and possible action re:

Resolution #23-13 “Recognizing the Retirement of Police Chief Ron Pedrys”

President Lutz read the Resolution #23-13 into record. Lutz presented a shadow box to Chief Pedrys as a thank you for all of his work in public service.

Motion by Gilliland and seconded by Kline to adopt Resolution #23-13 as presented.

Ayes-7 Nays-0 Motion carried

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

Motion by Gilliland and seconded by Maki to approve Allana Clymer to the Historic Preservation Commission for a three-year term.

Ayes-7 Nays-0 Motion carried

Presentation from Terry Hauer of the Polk County Economic Development Corporation

Due to technical difficulties presentation was moved to a later date to be determined.

MSA Project Update

Drew Lindh from MSA gave a project updates on CIP Planning and Comprehensive Plan and CORP. CIP is currently at a 20% completion and will be ready for review when it’s at 60% completion. Comprehensive Plan and CORP had their kick-off in November and a survey will be going out to community residence in the 4th quarter newsletter and be put on the website. MSA is looking at stewardship grants to align with plan. Lindh is proposing completing preliminary engineering for Cascade Falls Park for outlining scope, timeline and budget for this project. Planning on creating a proposal/contract to the January meeting if time allows. Gilliland recommended presenting to Admin & Finance before the going before the full board, that meeting is the first week in January.

DPW Equipment sale and purchase

Waters is requesting to sell 2017 Polaris Ranger for approximately \$10,000 and purchase a 2023 Can Am Defender UTV in the amount of \$31,569. Went over the needs/uses of the larger UTV. After sale of other equipment there is a balance of \$49,000 to use for this purchase and after sale and new purchase the remaining funds would be just over \$27,000 to combine with budgeted CIP amount of \$60,000 to purchase a new truck in 2024, which is what it will take to purchase a new truck.

Motion by Gilliland and seconded by Burch to approve the purchase of the 2023 Can Am Defender and sale of the 2017 Polaris Ranger as presented.

Ayes-7 Nays-0 Motion carried

OPD Flock Cameras

Pedrys is requesting a 5-year contract plus one more camera approval. By signing the contract before years end, camera pricing will remain at \$2,500 versus \$3,000 per camera. These camera’s included in pricing is all hardware, materials, maintenance and installation. These cameras are to assist law enforcement in doing their job, they are not to catch speeders going through the village.

Motion by Gilliland seconded by Kline to approve the contract by end of year to lock in savings.

Ayes-7 Nays-0 Motion carried

Interim Police Chief

Swanberg is looking to offer the Interim Police Chief for not more than 6 months, preferrable 4 months, to Lt. Andrew Bach. Chief Pedrys has been working with him to get him up to speed these last few weeks and he feels Bach will do a great job. Currently we had no applicants to interview for the position during listing in October and November.

Motion by Gilliland and seconded by Burch to approve Andrew Bach as Interim Police Chief beginning December 15, 2023 at 3:00 pm.

Ayes-7 Nays-0 Motion carried

Approval of Village President Lutz and Administrator Swanberg to sign on renewal of \$700,000 Line of Credit with Midwest One Bank

Swanberg informed the board this is just renewing the signees the Village’s Line of Credit at Midwest One Bank.

Motion by Gilliland and seconded by Hovey to approve Village President Lutz and Administrator Swanberg as signers for Line of Credit at Midwest One Bank.

Ayes-7 Nays-0 Motion carried

Airport Road

Swanberg gave an update about where the Village is at Airport Road and listed the three options to consider: (1) release the land from the airport, (2) concurrent use of the road, or (3) no use allowed, however, all three would require FAA to figure out the process and concurrent use will take up to a year or more to figure out. Lutz gave a recap of discussion that has taken place up to this date. Swanberg also mentioned with the no use allowed but could give approval to add a second road to the north of Airport Road, which would be a very costly option.

Matt Beigert, attorney from Doar, Drill & Skow in New Richmond, WI, represents Jerry & Nancy Viebrock. Explorer avenues for the ability to use Airport Road. Beigert went over a bit of the history of the road and its previous uses and how its shown as used in the Sunset Meadows Development Plans back in the 1980s. His is not aware how it became part of Airport property. Feels the staff should work with the Viebrock’s and the FAA to get access of that road for the expansion of the Sunset Meadows Development. Discussion took place regarding the effects of all the options presented and Lutz stated a reasonable person would explore all options to satisfy both parties with the least amount of risk. Jerry Viebrock could not speculate at this time what the plans would be, it is all based on having use of the road. He also stated his family has been building in the Village for 50 years. All members expressed going with the concurrent use option would be best option at this time.

Motion by Lutz and seconded by Burch to direct administration staff to pursue concurrent use with FAA.

Ayes-7 Nays-0 Motion carried

Health Reimbursement Account & Deferred Compensation Plan – Northshore Bank

Batchelor stated the current Employee Handbook states when an employee retires we pay out ½ of remaining sick time to that employee. Proposing the Village works with North Shore Bank to create a Health Reimbursement Account, which allows us to put those funds into the account tax free and they can be used for insurance premiums and approved medical expenses. There is no additional cost to the Village. To provide this HRA account service for free, North Shore Bank ask that the Village also offer to their employees a Deferred Comp Plan through them as well, where they will make their money. This Deferred Comp options is not a requirement for employees just offered as another service if employee would like. Requesting approval to change Employee Handbook to allow accumulated sick leave be deposited into an HRA account with North Shore Bank and offer Deferred Compensation Plan through them to employees.

Motion by Gilliland and seconded by Chantelois to approve Resolution #23-11 “Retiree Health Reimbursement Arrangement (HRA) Plan and Resolution #23-12 “Deferred Compensation Plan” as presented.

Ayes-7 Nays-0 Motion carried

Approval of 2024 Employee Agreement between Village and General Teamsters Union Local 662

No action – needs to be finalized.

Approval of Local 101 Wisconsin Professional Police Association contract with Village of Osceola

Swanberg referred to the hand outs of the current contract. It was finalized today to make sure current holiday’s lined up with the rest of village staff, 5% wage increase for 2024 & 2025, and \$100 increase in uniform allowance from \$650 to \$750.

Motion by Burch and seconded by Chantelois to approve 2024 & 2025 contract with Local 101 WI Professional Police Association as presented.

Ayes-7 Nays-0 Motion carried

Approval of Administration Pay Increase

Swanberg 5% increase for overall non-union employees. In past this approval is passed with the overall Budget, however, in the past he feels auditors like to see a separate motion for the approval. Lutz confirmed that the 5% increase has already been built in the proposed 2024 budget that will be reviewed later in the agenda.

Motion by Gilliland seconded by Maki to approve the administration pay increase for 2024 as presented.
Ayes-7 Nays-0 Motion carried

Approve Proposed 2024 Budget

Swanberg stated two weeks ago the proposed 2024 budget was discussed at length, with the biggest issue being the maintenance & equipment borrow. For this to even be an option to balance the budget it has to be approved tonight. The budget can always be amended next year if the board goes a different route to balance. Lutz, Klein and Burch stated their opposition of the borrow and will vote against it. Hovey spoke in favor of borrow and reminded members of the cost being approximately \$5.00 for a \$100,000 home, and to not count of funds that are not in the bank at this time.

Motion by Maki and seconded by Gilliland to approve proposed 2024 Budget as presented.
Ayes-Hovey, Maki, Gilliland, Chantelois Nays-Lutz, Burch, Kline Motion carried

Approval of Site Plan for Xcel Energy on Simmon Drive, Parcel #165-00604-0000

Swanberg stated last week Planning Commission recommended approval of site plan for Xcel Energy contingent upon board approval of the lighting plan and the driveway cutout. Big concern was valid screening on north side, and the site plan that is presented, which meets village requirements, is the site plan they have to follow.

Russ Kiviniemi from Cedar Corporation stated that Xcel Energy is very excited in the purchase of this parcel, feels it's a good fit with the village, very small number of employees (3-4) and wants to be good neighbor to all residents. Briefly reviewed the site plan for the property, that included landscaping, lots of trees, shrubs and will have irrigation installed, one of the first sites they have done this at. Was hoping to have lighting plan for this evening but was not able to get it completed in time. The lights will have motion sensors to help with unwanted lighting in the evening, again mentioned wanted to be a good neighbor to residence. Construction is expected to be completed by November of next year. Lighting plan will be ready for the Planning Commission in January.

Motion by Gilliland and seconded by Burch to table approval until lighting plan goes through Planning Commission.
Ayes-7 Nays-0 Motion carried

Appointment of Election Inspectors for the 2024-2025 term

Motion by Gilliland and seconded by Chantelois to approve listed of election inspectors for the 2024-2025 term as presented.
Ayes-7 Nays-0 Motion carried

Approval of RFQ from Clifton Larson Allen, LLP for auditing services for a 3-year contract

Swanberg stated we sent out the request for RFPs and received from two auditing services, current auditors chose not to submit a bid. Clifton Larson Allen(CLA) came in significantly lower than Lauterbach & Amen, we made sure bids were quoting same services and none of the prices changed. Recommending we approve proposal from CLA. We also made it clear we wanted our audit done way before November.

Motion by Gilliland seconded by Maki to approve 3-year contract with Clifton Larson Allen for auditing services.
Ayes-7 Nays-0 Motion carried

Future agenda items and updates

Hovey would like committee appointments on next meeting. Lutz reminder to candidates to turn in their papers on January 2nd by 5:00 pm.

President Lutz adjourned the meeting at 7:39 pm.

Respectfully submitted by

Carie Krentz, Village Clerk