

**VILLAGE OF OSCEOLA
REGULAR BOARD MEETING PROCEEDINGS
April 9, 2024**

The Village of Osceola met for a Regular meeting on April 9, 2024, at Village Hall. Village President Lutz called the meeting to order at 6:00 pm.

Present: Brad Lutz, Bruce Gilliland, Neil Kline, Van Burch, Marsha Hovey, Arvid Maki and Bill Chantelois IV
Staff present: Devin Swanberg, Carie Krentz, Ann Miller, Todd Waters, Andrew Bach, Rick Caruso and Paul Elfstrom

Motion by Gilliland and seconded by Burch 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) – n/a

Reports: Staff reports

Fire: Elfstrom went through runs for the month of February with 9 runs total last month, 5 in Village of Osceola and 4 in Town of Farmington and reviewed his memo. Hangar inspections are going well and they are about a quarter done.

Building Inspection: Swanberg stated we had one new home and two new commercial permits.

Administration: Swanberg thanked staff for running a safe election last week. Past month busy as shown with amount of items on agenda.

Police: Bach stated the PD generated 339 calls, 58 incident and traffic reports with 2 arrests. Officers had 63 traffic stops and issued 33 municipal citations. St. Croix Falls responded 9 times and made 1 arrest under our agreement and reviewed his memo to the board. Kline asked about patrol services and Bach stated it is in contract however, St. Croix is currently at their minimum staffing so only works when officer is available. Has only happened a couple of times but any coverage is better than no coverage.

Public Works: Waters reviewed his memo to the board and mowing bid requests and summer staff notice will be run in The Sun next week.

Utilities: Caruso reviewed his memo to the board.

Library: Miller reviewed Library Director memo.

Chamber of Commerce/Mainstreet: Yager started with March was the first B2B event at Osceola Medical center, it had great turn out and finalized two main networking events. He had opportunity to attend WI Governor’s Conference on Tourism and established contact with the office of Group Travel, who see Osceola being a place to establish an Outdoor Recreation program, will be setting up visit here with the WEDC. Met with Skatepark group for additional funding and went over April events.

Other business – discussion and possible action re:

BID Operational Plan

Yager stated first project of BID was to fund his position of Mainstreet Director and BID Manager. The operational plan for this year is not much different than last year with only change being goals for 2024, which are (1) Establishing new tourism/community focused website, (2) Marketing plan for new website and downtown Osceola, (3) Expand the Christmas lights to include 1st and 2nd Avenue, (4) Explore public space enhancement, and (5) Publish an Explore Osceola Activity Guide.

Motion by Kline and seconded by Maki to approve the BID operational plan as presented.
Ayes-7 Nays-0 Motion carried

Appointment of Jessica Robinson and Jane Maki to BID Board for 2-year terms

Motion by Kline and seconded by Chantelois to approve Jessica Robinson and Jane Maki to the BID Board as presented.
Ayes-7 Nays-0 Motion carried

Appointment of Deb Rose to the Library Board for 2-year term

Motion by Gilliland and seconded by Hovey to approve Deb Rose to the Library Board as presented.

Aye-7 Nay-0 Motion carried

Resolution #24-05 Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$2,410,000 General Obligations Promissory Note

Swanberg introduced Justin Fisher, with Baird, attending via phone. The resolution presented is a not to exceed the amount of \$2,410,000. This will be a 10-year financing, estimated rate of around 4% not to exceed 4.75%. Working with staff to get offering document to put out to marketplace and expected to be back early to mid-May and expected closing date in early June. Funds will include 2024 and 2025 CIP, equipment and maintenance borrow amortized over 1 year, and water and sewer borrow. Village has done a really good job paying down it’s debt, and community growth have contributed to the financial status of the Village. Discussion on the maintenance borrow, which is at \$128,000 due to expenses that could be included in the borrow. Water and Sewer are not included in the levy, utilities will cover the debt for that portion of the borrow. They are being combined due to recommendation from Trilogy, rates and issuance cost savings as well. More discussion on the equipment and maintenance borrow. Fisher also stated that Village has worked hard over the past to get the fund balance increased and is important to maintain for these borrows and the Village’s bond rating was increased one notch due to this work, which is why the equipment and maintenance borrow with a 1 year amortization is being presented – to keep a stronger fund balance.

Motion by Gilliland and seconded by Burch to approve the not to exceed the \$2,410,000 including the maintenance borrow to balance the budget and CIP borrow.

Lutz made a motion to amend previous motion to not include the maintenance borrow. No second, original motion stands.

Roll Call Vote: Ayes- Chantelois, Burch, Gilliland, Maki, Hovey Nays-Kline, Lutz Motion carried

Motion by Lutz and seconded by Gilliland to approve the borrow inclusive of Utility Capital Projects.

Ayes-7 Nays-0 Motion carried

Approve Simmon Drive plans and specs and authorize bidding

Popenhagen stated project has been on the books for approximately 5 years. Town of Osceola owns the east side, Village owns west with lots of negotiations over the years. Village received a grant for about \$278,000, which is 50% reimbursement grant and those funds end June 30, 2025. Reached agreement with Town and now looking for approval of plans and specs and authorize bidding of project. The bid will be on May 9th and presented to the board on May 14th. Items discussed in previous meetings were asked to be shared and those were (1) widening to 15’ lanes with 3’ gravel shoulders, (2) pavement markings, and (3) going from 3.5” asphalt to 4” asphalt, all of which are to be asked for in the bid. With these upgrades we can expect 25-30 years of longevity for the road.

Motion by Maki and seconded by Gilliland to approve Simmon Drive plans and specs and authorize bidding as presented.

Ayes-7 Nays-0 Motion carried

Historic Preservation Commission (HPC) Application for Certificate of Appropriateness – Red Bird

Swanberg and the HPC met with Bob Brace, where he presented his plans to rebuild the building that burned down in January 2023. HPC approved the structure, with 4” shiplap siding and brick façade due to costs. Since HPC approved, Brace has sold the slab but would still like board to vote on his certificate.

Motion by Gilliland and seconded by Burch to HPC Certificate of Appropriateness as presented.

Ayes-7 Nays-0 Motion carried

MSA – DNR Stewardship Resolution #24-04 for Outdoor Recreation Grant Applications

Drew Lindh from MSA stated Resolution #24-04 Outdoor Recreation Grant Applications is needed for DNR, entity looking at our stewardship application, to authorize President Lutz’s authority to act on behalf of the Village for submitting applications, reimbursement claims and to sign documents, if awarded a grant, along with assuring the land (Cascade Park) that would be approved would remain a public space or if land is sold it would need approval in writing from DNR or National Park Service before any change is made. Also, states Village has the funds to complete the project if grant is awarded.

Motion by Gilliland and seconded by Chantelois to approve Resolution #24-04 as presented.

Ayes-7 Nays-0 Motion carried

MSA – Final FEMA Application Summary

Lindh informed Board on the process of getting this application ready for submission and thanked staff for all their help getting it completed. Grant request is in the amount of \$617,500 with the Village match of \$29,404.76 (approx.. 5%) and expecting to hear by this fall if awarded funding for a new fire truck.

Swanberg stated Comp plan will have public input session this summer and asked members to review last drafts of plan and CORE plan, MSA has done an excellent job on these plans.

Fair Building

Discussion on the new lease for the building. Swanberg stated it is the same lease, extended for another 10 years. The building will be the same size and currently working with the cemetery to get survey to make sure all setbacks are met. Nothing stuck out in lease that would need further attention. Correction of lease date needed to be changed to December 31, 2034. Liability coverage of \$1M is still sufficient, what Village currently requires for events.

Scott Tinney, fair board, presented to Planning Commission last week and board recommended approval. Footprint is the same, location should be same depending on survey results, submittal to State and waiting for approval. Expecting to begin in May with clearing out old building and moving forward. Building will happen in phases, need approx. \$380K for phase 1 and currently at \$280K, working on bank loan to get started. Attachment for plans design was missing in packet, will be added to website meeting date. Did not require full site plan, same as previous building. Discussion with Tinney on future planning & fund raising. Lutz will abstain due to being on the fair board.

Motion by Burch and seconded by Kline to approve the fair building construction.

Ayes-6 (Lutz abstain) Nays-0 Motion carried

Ordinance #24-02 to amend Chapter §59-15: Salaries & Compensation

Swanberg stated this amendment was due to boards previous discussion on wording to §59-15 by adding:

- A. The Village President and other Trustees who make up the Village Board, whether operating under general or special law, may be majority vote of all members of the Village Board determine that an annual salary be paid the President and Trustees. Salaries heretofore established shall so remain until changed by ordinance and shall not be increased or diminished during their term of office.

President Lutz read §59-15(A) into record with change of word be to by. Final review and approval will be brought to the May meeting.

Yellow House at 405 4th Avenue & Skatepark Update

Swanberg stated Skatepark has raised enough funds to get started this summer. This has raised the issue with the house at 405 4th Avenue and we need to decide how to proceed with removal. Options are (1) sell house for \$1.00 and buyer can either move it or demo themselves or (2) Village can demo. If go with option 1 would recommend a deadline be set for completion by May 31, 2024. Discussion on both options.

Hovey gave in update on the Skatepark starting with time is of the essence. Project is able to start with current funds of \$150K and begin by the end of June. Wyatt Yager, Main Street Director is helping with grant applications, have a fundraiser set up at Krooked Kreek and confident full \$200K is attainable. Discussion on working with both options to remove house to be prepared if other falls through.

Motion by Lutz and seconded by Kline to direct staff to list structures immediately for a \$1.00 with conditions discussed.

Ayes-6 (Hovey abstain) Nays-0 Motion carried

Osceola Heritage Committee

Swanberg stated there are many individuals looking to be involved with this committee. He is looking for direction to move forward. Such as action of committee, board members involvement, number of total members, first meeting, etc. An exploratory meeting to discuss all these issues will be set for June 4, 2024 following the Planning

Commission. Board directed Krentz to put on website and inform email list of interested parties. This is an advisory committee to the Village Board.

Motion by Kline and seconded by Gilliland to go into closed session 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 the strategy to be adopted by the body concerning the litigation in which it is or is likely to become involved. This pertains to litigation with St. Croix Scenic Coalition.

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

Back in open session 8:27 pm.

Motion by Gilliland and seconded by Burch to direct attorney to move forward with the appeal of court decision.

Ayes-7 Nays-0 Motion carried

Future agenda items and updates

Gilliland – thanks for the memories and it’s been a journey.

Lutz – thanked Gilliland and Chantelois for their service to our community.

President Lutz adjourned the meeting at 8:29 pm.

Respectfully submitted by

Carie Krentz, Village Clerk