

**Village of Gilman**  
**P.O. Box 157**  
**Gilman, WI 54433-0157**

**Regular Meeting**

June 11, 2008 / 7:00 PM  
Gilman Municipal Building  
380 East Main Street  
Gilman, WI 54433

**Minutes**

The meeting was called to order in open session at 7:00p.m. by President Scott Copenhaver. Board members present were Scott Copenhaver, Eileen Grunseth, Bernie Van Den Heuvel, William Breneman, Rodger Mravik, and Russell Baker. Also present were Village Clerk Candice Grunseth, Village Treasurer Frances Prasnicky, Village Chief of Police Thomas Tallier, and Village Public Works Director Kelly Dietzler. There is one vacancy on the Village Board.

The Pledge of Allegiance was recited.

The Village Board had two Village residents declare interest in being a Village Board Trustee; Kelly Webster and Debra Sager. The Board voted for Kelly Webster 5-1.

Oath of Office for the newly appointed Board member. Kelly Webster was sworn in as Village Trustee for the Village of Gilman.

Special Order of Business: Julie Giese of USDA, Bob Parmley of Morgan and Parmley, Ken Blomberg and Jeff LaBelle of Rural Water, and Rob Ganschow, Village Auditor were all present for the Village Board meeting to further discuss the Sewer and Water Projects. Julie explained that Rural Development will be funding if approved by the Village Board to give a loan for \$852,000 at a interest rate of 4.375% and a grant for \$350,000. Bob Parmley discussed that he is in the plans and specification stage with the Waste Water Treatment Facility Upgrade. He stated that the next stage is bidding and that will be in the beginning of 2009. Construction should start on the project in May or June of 2009. Julie stated that six months after that is when the first payment will be do for the loan. Julie did state that the Village was not obligated to this until the actual loan documents are signed. Bob Parmley discussed the STAG grant and that he has still been in contact with Renee Danielson of Dave Obey's office as well. Julie did state that if we received a grant from Obey's office it will effect the grant from Rural Development. Ken Blomberg discussed that Rural Water offers interim funding. Ken also discussed that because the Village of Gilman is a Rural Water member that they have reviewed the plans for the update on the sewer lagoon and think that everything is on track. They have no concerns from their end.

Julie Giese also spoke about the proposed Water project for the Village. She stated that they will need an answer by no later than September from the Village. She stated that the interest rate is 3.58% at this time.

Rob Ganschow was present to go over the proposed increases in sewer rates for the sewer lagoon update. He went through and explained where he came up with the numbers. He also stated that these numbers would support the upgrades. Rob also discussed looking at doing a tiered increase of the rates. He suggested maybe looking at increasing it now and then twice next year. President Scott Copenhaver asked Rob if he could do this for the Village for the July 9, 2008 meeting.

#### Public Concerns- Fence Line

A motion by Village Trustee Eileen Gruneth and seconded by Trustee Rodger Mravik to approve the minutes as follows: the Regular Meeting on May 14, 2008; Committee of the Whole on May 12, 2008; Special Meeting on May 28, 2008; Welfare and Protection meeting on May 28, 2008; Personnel meeting on June 4, 2008; Parks and Recreation meeting on June 4, 2008; Tree Board meeting on June 9, 2008; and the Finance Committee meeting on June 9, 2008 as typed and circulated to the board. The motion passed on a roll call vote of 7-0.

A motion by Trustee Eileen Gruneth and seconded by President Scott Copenhaver to approve the vouchers/bills as follows:

General	G18200-18252
Water	W4239-4255
Sewer	S4382-4398

The motion passed on a roll call vote of 7-0.

President Scott Copenhaver gave a verbal report to the Board. Scott discussed going to a USDA meeting. He felt that we could ask Julie Giese about this information. Scott discussed the curb and gutter and sidewalk quotes. Scott stated that he did get a permit from the state and this number is #80532.

Village Treasurer Fran Prasnicki presented to the Board the Treasurer's report of all fund balances as of May 31, 2008. The Board accepted the balances in all funds as typed and circulated to the board and read aloud during the Board meeting. The Treasurer's report was approved on a motion by President Scott Copenhaver and seconded by Trustee Eileen Gruneth. The motion carried on a roll call vote of 7-0.

Police Chief Thomas Tallier gave a written and oral report to the Village Board. It was accepted as typed and circulated.

The Public Works Director Kelly Dietzler was present and reported to the Village Board on the Public Works Department. Kelly explained Resolution 2008-05 on the CMAR. President Scott Copenhaver asked about having someone in the Public Works Building 9-5. The Board asked about gravel on Riverside Drive. The Board asked about the alleyways and brush piles. Kelly will have all these items completed by the July 9, 2008 meeting.

Village Clerk Candice Grunseth gave a written and oral report to the Village Board. It was accepted as typed and circulated.

Village Clerk Candice A. Grunseth presented the Budget Report to June 11, 2008, and it was accepted as typed, circulated, and presented to the Board.

Resolution 2008-02 on the Waste Water Treatment Facility Upgrade Loan and Grant was discussed. There was a motion by President Scott Copenhaver to approve Resolution 2008-02 for the loan and grant monies and Trustee Bill Breneman seconded the motion. The motion passed on a roll call vote of 7-0.

The Village Sewer rates will be reviewed at the July 9, 2008 meeting with the Village auditor's recommendations.

The Water Tower was tabled at this time.

There was no action on the Fence Dispute.

Resolution 2008-03 Liquor Licenses and Cigarette Licenses were approved by a roll call vote of 7-0.

President Scott Copenhaver made a motion to approve Resolution 2008-04 on the Designation of a Depository and Trustee Russell Baker seconded the motion. The motion passed on a roll call vote of 7-0.

President Scott Copenhaver made a motion to approve Resolution 2008-05 on the CMAR and Trustee Rodger Mravik seconded the motion. The motion passed on a roll call vote of 7-0.

The Operator's list was in the Board packet for review and approval. Trustee Kelly Webster made a motion to approve the list of Operator's and Trustee Russell Baker seconded the motion. The motion passed on a roll call vote of 7-0.

President Scott Copenhaver discussed having an invocation at each Regular Meeting. He stated that he would like it how the County does it and has it set up for July. He will contact the clergy in the area to set this up.

The Village Board received Assessor's Quotes and reviewed them. Trustee Bernie Van Den Heuvel made a motion to approve Bob Prokop's quote for the 2009 Assessor's contract and Trustee Bill Breneman seconded the motion. The motion passed on a roll call vote of 5-0-2 (Copenhaver and Mravik No).

The Village Board discussed the curb and gutter costs for Main Street. Originally the Board approved \$4465.25 of curb and gutter work. There has now been discussion of another 88 feet worth of work. President Scott Copenhaver discussed that the County is looking to take on ½ the cost of the replacement and removal of curb and gutter and sidewalks parkway/boulevard. He also stated that the School is replacing sidewalks and is taking on 100% of that cost except curb replacement. President Scott Copenhaver made a motion to approve a total cost of \$6810.50 and Trustee Kelly Webster seconded the motion. The motion passed on a roll call vote of 7-0.

President Scott Copenhaver made a motion to approve \$5000.00 worth of sidewalks parkways/boulevards and Trustee Russell Baker seconded the motion. The motion passed on a roll call vote of 7-0.

The lighting of the new flag and flagpole in front the Municipal building was discussed. The Board asked that there be another price quote to compare too.

The Board reviewed and discussed the changes to the Park Policy and Park Applications. Trustee Eileen Grunseth made a motion to approve the Policy and Application with changes and Trustee Kelly Webster seconded the motion. The motion passed on a roll call vote of 7-0.

The Siren protocol and Great Lakes Weather Services was discussed. The Village Board agreed that this needed to be reviewed. The concern is that the calls are coming through the Fire phone but the new siren would need to be sound from Dispatch at Taylor County. The Village Clerk was directed to contact Tony Schumacher of Great Lakes and have him contact Sheriff Bruce Daniels on setting this up with Taylor County Dispatch.

Trustee Bill Breneman discussed that the Village Clerk did follow Village protocol and the Village Fee/Charge Schedule when billing P. Turek on a requested document. Bill Breneman cited court case 941861 on charging for documents/public records. If a record needs to be found that a cost needs to be charged for searching for the record. It was discussed that a copy charge needs to be charged but that if there is not a record on file the clerk is to not create a record.

Trustee Russell Baker made a motion to approve the Meiner/Myers Trailer Court Lease and Trustee Rodger Mravik seconded the motion. The motion passed on a roll call vote of 7-0.

There was no action on the alleyway being vacated on 340 S. 7<sup>th</sup> Avenue.

The Village Board discussed having the carpet cleaned in the Municipal Building again. Trustee Eileen Grunseth made the motion and President Scott Copenhaver seconded the motion to approve cleaning of the carpet. The motion passed on a roll call vote of 7-0.

The wetland delineation is going to be done sometime this summer by Morgan and Parmley and is a budget line item for 2008.

President Scott Copenhaver went to a meeting with USDA. He stated he did not feel that it was grants that the Village could use. Discussion on money for the Village CDBG grant. Village Clerk Candice Grunseth will look into this further.

The Village Board discussed the changes to the Village Employee Handbook that the Finance Committee was recommending. Village Employees are to be paid on the following Friday of a completed workweek. Trustee Kelly Webster made a motion to accept the changes in the handbook and Trustee Bernie Van Den Heuvel seconded the motion. The motion passed on a roll call vote of 7-0. This will be implemented in three stages starting in July 2008.

Committee meetings were set as follows:

- Welfare & Protection meeting –June 16, 2008 at 4p.m.
- Personnel meeting – June 25, 2008 at 4p.m.
- Parks meeting – Nothing Scheduled at this time.
- Finance Committee on July 9, 2008 at 5p.m.
- Tree Board Meeting – July 7, 2008 at 5:00p.m.
- Improvements Meeting on July 9, 2008 at 6p.m.

Items suggested by the Board for the July 9, 2008 Regular Board meeting at this time:  
Water and Sewer Updates, Sewer Rates, Tank Inspection,

President Scott Copenhaver made a motion to adjourn at 11:05p.m. and Trustee Russell Baker seconded the motion. The motion carried on a roll call vote of 7-0.

Candice A. Grunseth  
Village Clerk