

# **Village of Gilman**

P.O. Box 157  
Gilman, WI 54433-0157

## **Regular Meeting**

Wednesday, August 10, 2016 / 7:00 PM

Gilman Municipal Building

380 East Main Street

Gilman, WI 54433

## **Minutes**

Village President Bill Breneman called the meeting to order in open session at 7:00 p.m. Board members present were Bill Breneman, Eileen Grunseth, Debbie Sager, Jane DeStaercke, Greg Steinbach, and Bernie Van Den Heuvel. Trustee Mike Kinan was absent. Village Public Works Director Rick Johnson, Village Police Chief Thomas Tallier, and Village Clerk Candice Grunseth were present. Village Treasurer Fran Prasnicki was absent.

Village Trustee Debbie Sager led the Pledge of Allegiance.

Special Order of Business –Dave Brost from Gilman Cornerstore LLC came to give an update on the new building. He stated that they hope to have a grand opening the first part of October. Village Clerk Candice Grunseth asked about the driveways. He stated that there will be two entrances on Hwy 64 and one on 2<sup>nd</sup> Avenue. The two current entrances: Hwy 64 (northwest end and north 2<sup>nd</sup> Avenue current opening will be curbed. Trustee Eileen Grunseth asked about the Main Street Trees and Visibility. He stated that he didn't feel the need to move any trees at this time. PW Director Rick Johnson stated he spoke to Norm Spooner and Norm stated they would just wait at this time.

Gilman Summer Activities- Stephanie Clabots presented a written report in the packet. There were 89 kids registered, the highest number so far. They averaged 40 kids per day with 56 being the highest on one day and 27 the lowest on July 5. They had two YTY students: Kasee Burton and Cameryn Skabroud which was extremely helpful. President Bill Breneman stated he was told by a Mom of some of the participants that the program was great and thanked the Village. The Board thanked Steph and team for the great program!

Village President Bill Breneman asked to bring up Agenda item A Old Business Park Cameras. Brent Mallo of Nite Electric was present and submitted a bill for \$1992.93. Brent stated that he has installed 2 wifi cameras as well as the other cameras. Police Chief Tom Tallier gave an update on the system as well and stated there were 8 cameras total. Tom said he now is learning how to utilize the system. Tom also stated that they are weather resistant but not weather proof. Brent also discussed the need for updating of the playground area lighting in the Village Park. Trustee Eileen Grunseth asked for the Warranty Paperwork and Manual for the system to be submitted for Insurance.

Village President Bill Breneman asked Brent about the Speaker System. Brent said it is located at John Burzynski's upstairs building and John has to manually turn it on. Brent stated that John was shown how to use the system and just probably needs some reminding. Brent is to bring in the manual and warranty for this system as well to be entered for Insurance.

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Immediate Public Concerns: Debbie Sager voiced a concern on the brush piles on McSloy Street and if there was an ordinance for this. Police Chief Tom Tallier stated no. President Bill Breneman asked that this be placed on the Public Safety agenda.

Trustee Jane DeStaercke made a motion to approve the minutes and Trustee Debbie Sager seconded the motion approving the minutes as follows: Regular Board Meeting on July 13, 2016; Personnel on July 25, 2016; Improvements and Services on August 1, 2016; Parks and Recreation on August 1, 2016; and Finance Committee on August 8, 2016. All were in favor.

A motion by Trustee Eileen Grunseth and seconded by Trustee Jane DeStaercke to approve the vouchers/bills as presented. The motion passed on a roll call vote of 6-0-1(Kinas Absent). POOLED CASH~ 29468-29576 (No Journal Entry Report) Also WRS/WDC/TASC/EFTPS/DOR

President's Report –Bill discussed Summer Activities and Park Cameras.

Treasurer's Report – Village Treasurer Frances Prasnicki was absent but had a written report on the fund balances as of August 08, 2016 for the pooled cash accounts. Trustee Eileen Grunseth made a motion to approve the Treasurer's report and Trustee Greg Steinbach seconded the motion. All were in favor.

Chief Tallier presented a written report. The bond schedule was not completed but will go on the September Board agenda.

Public Works Director Rick Johnson presented a written report and noted his computer was infected with a virus at this time.

Clerk's Report – Village Clerk Candice Grunseth presented the Clerk's report. Candice discussed that she did not hear back from David Voss from Focus on Energy and this would be tabled. Budget Cycle is starting.

The August 10, 2016 Budget was in the Board packet for review- Income at 32.38% and Expenses sat 63.94%. There were no questions.

**Old Business:**

Village Clerk Candice Grunseth gave the update on the 5210 Program with the Showing of Sample Sizes. Please fill out the survey ASAP.

School Sign Permit Application- Trustee Bernie Van Den Heuvel made a motion to table the School Sign application until more information could be provided and Trustee Jane DeStaercke seconded the motion. All were in favor. A letter or email will be sent to the school notifying them of this decision and requesting someone at the next meeting.

**New Business:**

Focus on Energy- There was nothing from David Voss from Focus on Energy so no action taken.

Bond Schedule- Tom reported that he has requested a few changes but otherwise once those changes are complete he will be recommending this for approval to the Board.

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Assessor Contract with Bob Prokop for 2017. Trustee Bernie Van Den Heuvel made a motion to have Bob Prokop submit a proposal and Trustee Jane DeStaercke seconded the motion. The motion carried on a roll call vote 5-1(Sager No)-1 (Kinas Absent).

Part Time Assistant- Trustee Eileen Grunseth made a motion to approve Val Kulesa for the part time assistance and Trustee Jane DeStaercke seconded the motion. All were in favor.

Brush Site- Village Clerk Candice Grunseth discussed the concerns of the Improvements Committee. Trustee Bernie Van Den Heuvel made a motion to not take in any materials unless decomposable: branches, brush, garden compost, black dirt and etc. (No concrete or asphalt) and Trustee Greg Steinbach seconded the motion. All in favor. Rick Johnson will look into some signage for the site.

Park Tables- Chair Debbie Sager discussed the use of Park Picnic Tables loaned out. Eileen Grunseth suggested just loaning out to Village taxpayers. The Board discussed checking with other communities if they have a policy on loaning out tables and if they do a deposit or rent fee. Village Clerk Candice Grunseth will follow up on this for the next parks meeting.

Library Appointment by President- the Library Board did not have a recommendation at this time.

Clean Up Week – Tuesday October 4 will be the date looked at for the Clean Up day with Express Disposal. Trustee Jane DeStaercke asked if there was a letter initiated by Express to the residents or if there could be one.

Committee dates were set as follows:

Finance Committee Meeting on September 12, 2016 at 3:30 pm

Parks Committee Meeting on October 3, 2016 at 4:00 pm

Western Taylor County Tourism on August 30, 2016 at 9:00 am

Tree Board on September 7, 2016 at 5:30PM

Public Safety on September 12, 2016 at 3PM

Improvements, Personnel Committee, and RLF Committee Meetings were not scheduled.

Agenda Items: School Sign Permit Application, Bond Schedule, Focus on Energy Quotes, and Library Appointment.

Trustee Eileen Grunseth made a motion at 8:24 pm to adjourn to closed session per Wis. Stat. 19.85 (1) (c) to evaluate the Village Employees. Trustee Bernie Van Den Heuvel seconded the motion. The motion carried on a roll call vote of 6-0-1 (Mike Kinas absent).

Trustee Bernie Van Den Heuvel made a motion at 8:40 pm to return to open session. Trustee Jane DeStaercke seconded the motion. The motion carried on a roll call vote of 6-0-1 (Mike Kinas absent).

Trustee Debbie Sager made a motion to approve the Employee Evaluations and have Personnel Chair Eileen Grunseth present them and Trustee Jane DeStaercke seconded the motion. All were in favor.

The meeting adjourned at 8:42 by motion from Trustee Eileen Grunseth and seconded by Trustee Bernie Van Den Heuvel.

***Candice Grunseth, WCMC***

***Village Clerk***

***Village of Gilman***



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