

# Village of Gilman

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

## Regular Meeting

Wednesday, September 13, 2023 / 6:00 PM

Gilman Municipal Building

385 East Main Street

Gilman, WI 54433

## Minutes

Village President Jane DeStaercke called the regular meeting to order in open session at 6:00PM. Board members present were Jane DeStaercke, Cheryl Rosemeyer, Dee Bornheimer, Ericka Bertsinger, Russell Baker, Mark Person, and Bob Preston. Village Public Works Director Dave Kroeplin, Village Treasurer Fran Prasnicky, Village Clerk Candice Grunseth, and Police Chief Tom Tallier were present. Along with Star News Reporter Ginna Young.

Village Trustee Dee Bornheimer led the Pledge of Allegiance.

Special Order of Business:

There were no Immediate Public Concerns.

President Jane DeStaercke took up New Business Agenda Item A. Resolution 2023-06 Approving the Creation of Tax Incremental Finance District NO. 3. Dave Rasmussen was present to discuss the TID. He explained that the Planning Commission met in August along with the Joint Review Board and these minutes were in the board packets. Dave stated this is a mixed use TID with housing and commercial that could have 35% newly platted subdivision. He said that he included 14 projects with 1.6 million in costs but if something else was needed the project could be amended. These projects could be site plans, acquisitions, water/sewer costs, etc. He said no more than 12% of the equalized could be in the TID so since the Board of Review was now completed, he would review the properties currently in the plan to see if they all still qualify. He will send a new map if needed. Dave stated that this value is the Base Value of January 1, 2023. The increase value over the base is what is the TID value. The Village keeps this value and can invest that into developments. There were questions on the plan and boundaries. Village Clerk Candice Grunseth stated the plan was previously sent out to all Board members and the map was given to each Board member. Trustee Dee Bornheimer made the motion to approve Resolution 2023-06 approving the Creation of the TID #3 and Trustee Mark Person seconded the motion. The motion carried on a roll call vote of 7-0. Dave stated that the Joint Review Board will meet again on October 3, 2023 to finalize approving the TID.

Trustee Russell Baker made a motion to approve the following minutes and Trustee Bob Preston seconded the motion: Regular Board Meeting August 9, 2023, Improvements Meeting on September 6, 2023; Parks Meeting on September 6 2023, Tree Board meeting on September 5, 2023; Planning Commission on August 25, 2023; Joint Review Board on August 24, 2023 and Finance Committee on August 7, 2023; All were in favor.

## **Regular Board Meeting**

9/13/2023

Page 2

A motion by Trustee Cheryl Rosemeyer and seconded by Trustee Ericka Bertsinger to approve the vouchers/bills as presented. POOLED CASH for SSCU 32541-32548 & FORWARD 14268-14319 and vouchers V457-V503, JE 509, Restricted 1033-1034, WRS/WDC/TASC/EFTPS/DOR and RLF, or CDBG. The motion carried on a roll call vote of 7-0.

### **Reports:**

President Jane DeStaercke presented a report and stated she was asked to be on the Taylor County Condemnation Commission. She talked about the TID and JRB meeting.

Treasurer's Report – Fran Prasnicki had a written report that was in the packet for the fund balances for August 10, 2023 through September 12, 2023 for the pooled cash accounts and other accounts. Trustee Cheryl Rosemeyer made a motion to approve the Treasurer's report and Trustee Dee Bornheimer seconded the motion. All were in favor.

Chief of Police Tom Tallier had a written report for the Board.

Public Works Director Dave Kroeplin had a written report in the packet. He had in his report shut offs and it was clarified this is due to nonpayment of water/sewer billings.

Clerk's Report – A copy of the Clerk's report was in the Board packet for review. Village Clerk Candice Grunseth discussed the agenda items that were coming up in the meeting. Candice also stated that she met with Wesley Hoems on the Vulnerability Assessment and Emergency Management Plan for the Village. They would like to see these both completed by the end of the year for USDA. Wesley also discussed looking into a water audit down the road. Candice also spoke with contact for mapping the Village. This would be a map of the water sewer system along with Valves, hydrants, etc. Candice asked if there were grants and the contact said he will be at a conference next week and plead our case for a grant to complete this.

The September 13, 2023, budget was in the Board packet for review and Candice stated that she reported with the Finance Committee on Monday. She noted income was 34.99% and expenses 74.15%. She also noted the Sewer Budget along with the water budget in the packet for the quarterly review.

### **OLD BUSINESS:**

Chief of Police Tom Tallier stated there was nothing new at this time for him to report.

The readiness survey was on the agenda again and there was no review. Trustee Russell Baker stated he had some questions. President Jane DeStaercke discussed the Charette that the Village and the School are working on together along with Design Wisconsin. This will bring people together in the school district. This will be a community meal and also a meeting in March of 2024. Village Clerk Candice Grunseth stated that there has been a lot of time put into the CEA (Community Economic Assessment) and now will be for this so hopes that each Board member attends this in March (March 22, 2024). The group that will be gathering will be from all over including other states. This will be a collaboration of architects, engineers, professors, etc. Please bring your readiness surveys and ideas to this collaboration to better serve the area.

Village Clerk Candice Grunseth noted that last month there was talk of possible sale of Village property and was asked to reach out to Jim Flood and Bob Christenson. Jim Flood responded with the concern that this property was zoned residential and would need to be rezoned to build twin homes or fourplexes.

## **Regular Board Meeting**

**9/13/2023**

**Page 3**

Candice asked that the Board review their emails for this information to direct how to proceed. Candice also noted that there was a property in the Village currently zoned Industrial that was looked at for storage units. Jim Flood stated that the zoning code does not allow storage units so the Village should look to amend their ordinances to allow or look to approve a variance if need be. Candice again reminded the Board to review their emails on this to be able to direct the Clerk how to proceed.

### **NEW BUSINESS:**

Trustee Russell Baker made a motion to approve Resolution 2023-07 Library Exemption and Trustee Ericka Bertsinger seconded the motion. The motion carried on a roll call vote of 7-0.

Treasurer Fran Prasnicky was present to discuss the concern that the sewer budget is not balancing. Since Gilman Cheese uses less consumption and now has hired a cleaning crew their BOD and SS have been quite a bit less. The billings have gone from \$20,000 a quarter to less than \$7000 a quarter. The Village is looking to have a review of the whole sewer billings which would be base rate, flow rate, BODS, Suspended Solids, and Sewer Redemption. This will take a review of the Sewer Use Ordinance and there are calculations and formulas to go along with this. At this time the engineer is recommending to make an increase for 2023 to not be in the whole as much at the end of the year. Fran presented sewer rates with an increase of 5 and 10%. She explained the increase on the base rate and the flow rate. She had examples of residents using the 2000 gallons included in the base rate along with 3000 gallons, 5000 gallons for reference. Trustee Ericka Bertsinger made a motion to approve the 10% increase now for the 4<sup>th</sup> quarter of 2023 billed out December of 2023 and Trustee Cheryl Rosemeyer seconded the motion. The motion carried on a roll call vote of 7-0. Village Clerk Candice Grunseth explained the quote from Morgan and Parmley for \$2500-\$3500 to review and update the Sewer Use Ordinance and rates. Trustee Bob Preston asked if any other quotes were received. It was discussed that Morgan & Parmley had completed the last update in 2011 and worked on the sewer plant upgrades in 2009 and know the system the best. Also, going out for other quotes now would delay this and the Village needs to look to adjust these rates before the 1<sup>st</sup> quarter of 2024. Trustee Russell Baker made a motion to approve Morgan and Parmley and Ericka Bertsinger seconded the motion. The motion carried on a roll call vote of 7-0.

President Jane DeStaercke made a motion to approve the Assessors Contract for 2024 at a cost of \$4300 and Ericka Bertsinger seconded the motion. Trustee Dee Bornheimer stated that Bob should state facts and not any extra side comments and be appropriate at all times. The motion carried on a roll call vote of 7-0.

Village Clerk Candice Grunseth noted that the cleanup day/curbside pick up by GFL will be Monday October 9 2023. This is for bulk items such as old chairs, couches, etc.

Committee dates were set as follows:

Finance committee on Monday, October 9, 2023 @ 2:30PM

Improvements, Parks, Tree Board, Personnel and Public Safety are not scheduled at this time.

Agenda Items: Zoning Changes.

The meeting adjourned at 7:26PM by motion from Trustee Ericka Bertsinger and seconded by Trustee Cheryl Rosemeyer. Motion carried all in favor.

**Candice Grunseth, WCMC**

**Village Clerk**

**Village of Gilman**