

**Minutes of the Village Board Meeting
Feb. 12, 2018 at 6:30 p.m.
Village Hall Board Room**

Call to Order

Village President Burt R. McIntyre called the meeting to order at 6:30 p.m.

Roll Call

Present: Village President Burt R. McIntyre; Ron Bredael, Trustee Wards 1 & 2; Chris Nielsen, Trustee Wards 3 & 4; Cathy Hughes, Trustee Wards 5 & 6; Mike Hoppe, Trustee Wards 7 & 8; Ray Suennen, Trustee Wards 11 & 12; Adam Lemorande, Trustee Wards 13-14 & 18; Craig McAllister, Wards 15-17

Excused; Jim Lemorande, Trustee Wards 9 & 10

Also (staff): Paul Evert, Chris Haltom, Dave Wiese, Geoff Farr, Chief Don Phillips, Leigh Ann Wagner Kroening

The board recited the Pledge of Allegiance.

B. McIntyre confirmed the Village Board's compliance with state open meeting laws.

Approve Agenda

C. Hughes moved to approve the agenda. C. McAllister seconded. **The motion carried unanimously.**

Public Appearances

None.

**Future Agenda Items/
Announcements**

R. Suennen requested some sort of facility or container for residents to drop recycling materials, particularly cardboard, at the Public Works yard. He said it would be nice for residents to have a place to bring recyclables in between the biweekly regular pickup.

C. Hughes asked Chief Phillips to recap the Battle on the Bay Ice Drags event that was held over the weekend. D. Phillips said the event was well attended with a few minor incidents.

Consent Agenda

C. Hughes moved to approve the consent agenda. C. McAllister seconded. **The motion carried unanimously.** The following items were approved as part of the consent agenda:

Village Board meeting minutes from Jan. 22, 2018

Construction Change Order #7 for the Spring Green Phase II roadway contract involving a \$2,691.00 increase

Municipal invoices totaling \$2,028,187.79, paid with checks #61379-61492

Operator's Licenses for the following individuals:

(Operator licenses, per s. 125.17 of the Wisconsin Statutes and s. 12.02(4)(h) of the Howard Municipal Code, if approved, are valid for a period of two years expiring on June 30.)

- i. Kimberly A. Bader
- ii. Ginger L. Denton
- iii. Stephan L. Hrubesky
- iv. Jolene M. Konshak
- v. Karen M. Williquette

New Business
Howard Commons
Proposal requests

Ryan Raskin of Altius Building Company reviewed the following proposal requests and change orders, contracts, and other items for the Howard Commons Apartment project:

- i. Proposal Request #2 with three change orders totaling a \$73,567 increase
- ii. Proposal Request #4 with four change orders totaling a \$20,937 increase
- iii. Proposal Request #5 with one change order totaling a \$1,369 increase
- iv. Proposal Requests #6 and #7 with four change orders totaling a \$43,514 decrease
- v. Contract #7 with Cardinal Construction totaling an additional \$4,937
- vi. Masonry enclosures for an additional \$30,008

Erik Goerke of Alliance Management Company discussed some of the design and quality changes that were made to enhance the residential and retail user experiences. Since some of the actual totals differ than what was listed on the agenda, the figures will be adjusted and acted upon at the next Village Board meeting. **No action was taken.**

Howard Commons
contingency log

Ryan Raskin discussed the status of the Howard Commons contingency fund. He said if the board approves all of the proposal requests at its next meeting, the project will have used \$178,000 of the \$1 million contingency fund. He said most of the big expenses are done, and any remaining contingencies will be due to minor tweaks. **No action was taken.**

Howard Commons retail
space listing contract

Erik Goerke explained that Alliance Management reached out to commercial leasing firms for the Howard Commons retail spaces. Colliers International responded with the best proposal to market the retail spaces and negotiate the buildouts and lease agreements with the tenants. Alliance Management then will pay Colliers the commission and will manage the rentals once occupied.

C. Nielsen moved to approve the listing contract with Inland RE Partners (dba Colliers International) for the retail spaces in Howard Commons. A. Lemorande seconded. **The motion carried unanimously.**

**Honoring Norbert Graves
For 22 years of service**

B. McIntyre presented Norbert Graves with a Certificate of Recognition for his 22 years of service as an election worker.

Reports of Village Officials

D. Wiese reviewed the Building Activity Report for the year ended Dec. 31, 2017. **No action was taken.**

C. Haltom provided the financial report for the General Fund, Golf Course, and three utilities for the year ended Dec. 31, 2017. **No action was taken.**

CLOSED SESSION

C. Nielsen moved to convene to closed session. R. Suennen seconded. **The motion carried unanimously, and the board convened to closed session at 7:19 p.m.**

OPEN SESSION

R. Bredael moved to re-convene to open session. C. Nielsen seconded. **The motion carried unanimously, and the board reconvened to open session at 7:52 p.m.**

Adjourn

C. Hughes moved to adjourn. R. Suennen seconded. **The motion carried unanimously, and the board adjourned at 7:53 p.m.**

Leigh Ann Wagner Kroening
Administrative Assistant