

Minutes of the Village Board Meeting
Oct. 23, 2023
Village Board Room

1. CALL TO ORDER

Village President Burt R. McIntyre appeared virtually and called the meeting to order at 6:33 p.m.

2. ROLL CALL

B. McIntyre called for a roll call. Present: President Burt R. McIntyre (virtually); Trustee Maria Lasecki, District 1; Trustee Chris Nielsen, District 2; Trustee Cathy Hughes, District 3; Trustee John Muraski, District 4 (virtually); Trustee Scott Beyer, District 5; Trustee Ray Suennen, District 6; Trustee Adam Lemorande, District 7; Trustee Craig McAllister, District 8

Staff: Paul Evert, Chris Haltom, Geoff Farr, Josh Gerrits, Chief Dennis Staeven, DEO Brandon Dhuey, Melissa Martinson, Leigh Ann Wagner Kroening

3. RECITE THE PLEDGE OF ALLEGIANCE

B. McIntyre led the meeting in the pledge.

4. REPORT BY THE VILLAGE PRESIDENT REGARDING COMPLIANCE WITH OPEN MEETING LAWS

B. McIntyre read the following notice: Pursuant to Wisconsin Statutes 19.81-19.98, the Village Board is meeting to conduct public business. In accordance with state law, the meeting agenda was posted at Village Hall, other municipal buildings, and on the Village of Howard website and was also distributed to the local media and other requesters at least 24 business hours prior to the start of this meeting.

Since he is appearing virtually, B. McIntyre asked for nominations for a meeting chair. M. Lasecki moved to nominate S. Beyer to chair the meeting. C. Hughes seconded. **The motion carried unanimously, and S. Beyer was the presiding chair for the meeting.**

5. APPROVE THE AGENDA FOR THE MEETING

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

6. PUBLIC APPEARANCES (NONE)

7. FUTURE AGENDA ITEMS/ANNOUNCEMENTS (NONE)

8. COMMUNICATIONS (NONE)

9. APPROVE CONSENT AGENDA

M. Lasecki moved to approve the Consent Agenda. C. Hughes seconded. **The motion carried unanimously,** with the following items approved:

- a. Village Board meeting minutes from Oct. 9, 2023
- b. Receipt of the Plan Commission meeting minutes from Oct. 16, 2023
- c. Municipal Invoices totaling \$892,647.93, paid with checks #78772 - 78858
- d. The following Operator Licenses:
 - i. Jacob M. Borak
 - ii. Cynthia M. Bourassa
 - iii. Catherine S. Harrill
 - iv. Scott A. Low
 - v. Hayley A. Morrow
 - vi. Nathaniel J. Peterson
 - vii. Terri L. Van Linn
- e. Change Order #6 to KCG Excavating for the Jewel Meadow Subdivision, Glendale Avenue, and Stordeur Run Estates 3rd Addition - Road Contract involving a \$49,816.52 decrease

- f. Change Order #4 to Feaker & Sons for the Jewel Meadow Subdivision, Glendale Avenue, and Stordeur Run Estates 3rd Addition - Utility Contract involving a \$8,354.00 decrease
- g. Change Order #6 to McKeefry & Sons Inc. for the Village Center Parking Lot and Harwood Avenue Watermain Relay - Road Contract involving a \$12,902.50 decrease
- h. PLAN COMMISSION ITEM *(The Plan Commission unanimously recommended approval of this item.)*
 - i. The Preliminary Plat of The Cottages at Hidden Creek Third Addition

10. UNFINISHED BUSINESS OR OLD BUSINESS ITEMS

a. Review and discuss the second draft of the 2024 budget

C. Haltom led a Power Point presentation of the second draft of the 2024 budget, which included a review of the General Fund revenues and expenditures. He discussed the Capital Projects Funds, which include the TIF Districts, General Government Capital Equipment, Park Impact Fee Fund, and Capital Improvements Fund and gave a quick overview of the Enterprise Funds, which will be discussed in detail at the next budget presentation. He reviewed the timeline of future budget discussions and action and said the board will need to consider borrowing money to fund the water and sewer utilities that are continually losing money, which would cause a rise in the rates. The board discussed. **No action was taken.**

11. NEW BUSINESS ITEMS

a. Review and take action to determine if the Lineville Road reconstruction project will be assessed per the village's Special Assessment Policy (Resolution 2018-29)

J. Gerrits said there are 38 properties along the Lineville project that would be specially assessed for the improvements according to village policy, and six properties would be required to connect to municipal sanitary sewer and water utilities. He said Suamico either does not have a policy or has a different policy, and he believes Suamico properties along the project will not be assessed. He said while staff supports the policy, the board has the final decision. C. Nielsen moved to have staff prepare the preliminary resolution for special assessments on Lineville Road. R. Suennen seconded. **The motion carried 8-1 (No: C. McAllister).**

b. Review and take action to determine the schedule for the reconstruction and extension of Hillsdale Court

J. Gerrits said as part of the construction of the Bank of Luxemburg on Cardinal Lane, a CSM was recorded to divide the property and dedicate right of way for future extension of Hillsdale Court to connect to Cardinal Lane. The road would be reconstructed and extended with curb and gutter, storm sewer, and sidewalk, per village policy. He said the watermain would be extended on the road extension to create a loop to Cardinal Lane. Additionally, sanitary sewer would be extended from its current terminus to Cardinal Lane to provide service to all properties along Hillsdale Court. The board discussed whether and how to fund the project in 2024 versus 2025. C. Nielsen moved to include the Hillsdale Court project in the 2024 budget. M. Lasecki seconded. **The motion carried 8-1 (No: C. McAllister).**

12. REPORTS OF VILLAGE OFFICIALS

a. C. Haltom will provide the financial report for the Howard Commons Apartment Complex and the three utilities for the period ended Sept. 30, 2023.

C. Haltom reviewed the financial report for the Howard Commons Apartment Complex and the three utilities for the period ended Sept. 30, 2023. The board discussed. **No action was taken.**

13. CLOSED SESSION (NONE)

14. ADJOURNMENT

M. Lasecki moved to adjourn. C. McAllister seconded. **The motion carried unanimously, and the board adjourned at 7:59 p.m.**

Leigh Ann Wagner Kroening
Administrative Assistant