



**Meeting Minutes for October 15, 2019**  
**Unapproved**

**Call to Order:** Meeting was called to order at 6:30pm in the Village Hall.

**Verification of Meeting Duly Noticed and Roll Call:** Trustee Plass verified that the meeting was properly noticed. Roll Call: Trustee's Plass, Kunze, Kriete, Heili, and Meyer. Absent Were Scheiber and Hudson. Trustee Kriete left the meeting at 7:00pm

**Approval of Board Meeting Minutes:** Motion to approve the September 17, 2019 Meeting minutes made by Trustee Heili, seconded by Trustee Kunze. Carried.

**Public Comments and Correspondence**

**Planning Commission**

1. Approval/denial of Extra Territorial Certified Survey Map for W2860 N County Road A owned by Connie Dirks: The Planning Commission recommended approval. Motion to approve the Certified Survey Map made by Trustee Heili, seconded by Trustee Plass. Carried.

**Discussion/Action for County Sales Tax Revenue Sharing:** This is the agreement that we have done the last few years and should receive a sum of \$43,545 for 2020. Motion to approve made by Trustee Plass, seconded by Trustee Kunze. Carried. The Clerk was to look into the resolution to see if we needed to do a new one or if the prior was ongoing.

**Discussion/Action for annual Sheboygan County Sheriff's Department Joint Powers Agreement:** Motion to accept the agreement and participate made by Trustee Plass, second by Trustee Kunze. Carried.

**Financials**

1. **Discussion/ Action of Special Assessment Policy:** The Policy was discussed, and recommendations made after staff meeting with Don from Kupur. Amendments were made to section 2 Excludable Costs, 2. A and b added. Table on page 2 will be amended to read Installation of lateral property owner 100%, Installation of main property owner 75% Village 2%; item 8 Terms of Payment shall read less than \$8000 Installments not available and greater that \$8000.01 payment method of 5 years. Motion to accept the policy with the said amendments made by Trustee Plass, seconded by Trustee Kunze. Carried.
2. **Village and Sanitary Utility Vouchers:** The Committee recommended approval of the vouchers for September 13, 2019 to October 10, 2019 and included 2 prior invoices for Sheboygan County made by Trustee Plass, seconded by Trustee Heili. Carried.
3. **Discussion of Budget and fund balance:** Trustee Plass stated that we had recently learned through our audit that the revenue for property taxes and special assessments were over stated incorrectly for prior years. This has led to overspending due to lack of revenue. He stated he looked back through 2013 and the figures reflect this. For instance, in 2013 our special assessment revenue was set at \$186,000 and we only took in \$50,00.00, this is a huge shortfall. The office staff will be looking into how and why. We need to move forward and look at the way thaw we review the budget process. Bottom line is we are ok, and that no one took the funds and nothing fraudulent took place. Trustee Heili stated that we need to look at a different process going forward as to how we fund and pay for a project. Look into better way to keep track of funds other than having it mixed with the general account.



Closed Session per WI State Statutes 19.85 (1) (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Discussion and Action for Stonebridge Assessment for Town and County.

Closed session per WI State Statutes 19.85 (1) ( c ) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility to Hire of Deputy Clerk Position. Motion to go into closed session at 7:47pm made by Trustee Plass, seconded by Trustee Heili. Roll call taken. Carried.

Return to open session to report any action if necessary: Motion to return to open session at 8:22pm made by Trustee Heili, seconded by Trustee Kunze. Carried. Roll Call Taken.

4. **Deputy Clerk Position:** Motion to hire Mary Komoroski at \$18.00 for the Deputy Clerk Treasurer Position made by Trustee Heili, seconded by Trustee Plass. Carried.

**Adjournment:** Motion to adjourn at 8:23pm made by Trustee Kunze, seconded by Trustee Heili. Carried.

Approved:

Christan Brandt, Clerk Treasurer