

**VILLAGE OF HOWARDS GROVE  
BOARD MEETING MINUTES  
NOVEMBER 8, 2018**

- I.** Call To Order: President James Scheiber called the meeting to order at 6:31 pm.
- II.** Verification of Meeting Duly Noticed and Roll Call: It was noted that the meeting notices were properly posted. Roll call indicates Trustees present included Jeff Plass, Dirk Hudson, Lee Kunze, Henry Verfuert and Chris Heili. Trustee Connie Meyer was absent. Also, in attendance was Steve Ottman of the Plymouth Review, Richard Miller, and Clerk/Treasurer Jo Ann Lesser.
- III.** Approval of October 16, 2018 Meeting Minutes: Trustee Heili made a motion to approve the minutes as presented. Trustee Plass seconded the motion. Motion carried, 6-0.
- IV.** Public Meeting Notices: These items were reviewed; an additional finance meeting will be scheduled to finalize the 2019 budget and the finance committee meeting for November 20<sup>th</sup> has been canceled.
- V.** Public Comments: Harley Abler of 1302 Millersville avenue spoke about his displeasure of the decision to enforce ordinance 335-10 the removal of snow and ice from sidewalks. Mr. Abler conveyed his thoughts that there could have been more warning.  
  
Melody Norris of 1326 S. Wisconsin Drive spoke about here displeasure of the enforcement of Ordinance 335-10 as well. Ms. Norris had concerns regarding being a single parent and the amount of time to clear the sidewalks.
- VI.** Plan Commission:
  - A.** Recommendation to the Village Board for the Certified Survey (CSM) for Richard and Jennifer Miller of 1214 Forest Hills Drive. The Miller's are requesting to combine lot 22 and lot 43 of the Forest Hills Subdivision: Trustee Heili explained that due to a tie vote at the last meeting, this item was brought back for further consideration. It was explained by Clerk/Treasurer Lesser what the Village Attorney had to say on the concerns of some board members with protecting the tax base. The Attorney explained that by statute this is a permissible action by the land owner and that if the Board does not make a decision Mr. Miller can record the CSM joining his two lots without village permission. That a tie vote is considered no action by the Village Board. Trustee Heili made a motion to approve the CSM and the joining of the two lots by Richard and Jennifer Miller. President Scheiber seconded the motion. Motion ended in a tie vote 3-3.
- VII.** Approval of the Annual Sheboygan County Transportation Shared Revenue Program: Trustee Kunze made a motion to approve the agreement for the Shared Revenue Program with Sheboygan County. Trustee Hudson seconded the motion. Motion carried, 6-0.
- VIII.** President's Report
  - A.** Discuss Implementation of Creating Committee of the Whole: President Scheiber explained the concept of the Committee of the Whole. It was well received by the board members. Scheiber stated that he would like to implement this process as soon as possible.
  - B.** Discussion of Expectations of Conducting A Meeting: President Scheiber explained that there needs to be more control during public comments as observed at Elkhart Lake meetings, where the public is allowed to speak but are timed and only allowed to speak once per meeting. Scheiber also explained that when a board member is speaking that the others should allow that person to voice their opinion without interruption. Scheiber also stated that this is a process he would like to implement as soon as possible.
  - C.** Discussion of how Tasks are to be Assigned to Village Employees: President Scheiber explained that this item will be sent to continuous improvement committee for further research and implementation.

**IX. Public Safety:**

- A.** Recommendation for Elkhart Lake Police Department for Police Services: Trustee Verfuert explained that Elkhart Lake negotiated the RFP and responded with an offer of their own. Public Safety reviewed the offer and has since created a counter offer. The committee felt that an offer of \$48 per hour for 1040 hours per year with a five year contract, was adequate. Discussion showed that Trustee Verfuert and President Scheiber were not in favor of such a low offer. Trustee Plass amended the counter offer to \$52 per hour for 1040 hours per year for a total of \$54,080. Plass made a motion to counter offer Elkhart Lake's RFP to \$52 per hour or \$54,080 for 1,040 hours of patrol service and a five year contract and other changes as noted on the contract from Elkhart Lake. Trustee Hudson seconded the motion. Motion carried, 4-2.

**X. Finance:**

- A.** Approval of Village & Sanitary Vouchers: Trustee Plass made a motion to approve vouchers and checks as submitted. Trustee Hudson seconded the motion. Motion carried, 6-0.

**XI. Clerk/Treasurer:**

- A.** Approval of New 1-Year Operator License Applications for Ashley Sarbacker: Clerk/Treasurer Lesser stated that the criminal background check was completed and is satisfactory per Chief Meeusen. Trustee Kunze made a motion to approve the operator license for Ashley Sarbacker. Trustee Verfuert seconded the motion. Motion carried, 6-0.

**XII. Correspondence:** Trustee Heili stated that he's been contacted from Blue Stem a company that works in Alternative energy options. Heili questioned if this would be something that the village would be interested in and should it be a plan commission future agenda item.

President Scheiber stated that he was contacted by Jill Mattson whose father was Peter Prange. It was noted that Mr. Prange was a village resident and a WWII veteran who recently passed away. Ms. Mattson would like to memorialize the walking bridge on Mill Street in honor of her father. It was noted that Ms. Mattson should attend the next Village Board meeting.

**XIII. Adjourn:** Meeting adjourned at 8:07 pm.

Respectfully submitted,

Jo Ann Lesser, CMC, WCMC  
Clerk/Treasurer