

**Village of Stoddard
Village Board Meeting
May 9th, 2023, 6:00 p.m.**

The Village Board met in regular session. Roll call: Bob Wurtzel, Scott Chiples, Diane Olson, Steve Davis and Tom Venner. Bill Evans - excused.

Minutes: Motion Chiples, second Davis to approve minutes from April meeting. All aye. Motion carried.

Appearances: None.

Bills and Vouchers: Motion Davis, second Venner to approve April payments #20953-20999 in the amount of \$117,010.67 for payment. All aye. Motion carried.

Committee Reports:

Board of Appeals – No meeting.

Board of Review – Monday, May 1, 2023, 6:00 – 8:00 p.m.

The Board of Review (BOR) met in session. Roll: Robert Wurtzel, Bill Evans, Scott Chiples, Karen Long and Diane Olson. Steve Davis and Tom Venner – excused. Assessor Will Hanson and Clerk Kent Hatlestad also present.

Meeting called to order by Municipality Chair Robert Wurtzel at 6:00 p.m.

Clerk called roll. Roll: Robert Wurtzel, Bill Evans, Scott Chiples, Karen Long and Diane Olson. Steve Davis and Tom Venner – excused.

Robert Wurtzel declared a quorum for the meeting.

Motion Wurtzel, second Chiples to appoint Diane Olson as Board of Review Chair.

Hatlestad affirmed that the village had met mandatory public notice requirements to conduct the BOR by publishing a notice in the La Crosse Tribune and posting the notice in three (3) public places.

Hatlestad verified that Diane Olson had met mandatory training requirements to conduct the BOR and an affidavit had been filed with the WI Department of Revenue.

Hanson filed and presented a summary of the Annual Assessment Report.

Hatlestad took receipt of the Assessment Roll from Hanson.

Affidavit signed by Hanson representing Worth Services.

Hanson reported that the village assessment level was at 79 %.

Hanson reported that the village will need to reevaluate next year. Last revaluation was done in 2020.

Review of Assessment Roll.

Hatlestad signed sworn statements after review of Assessment roll.

Open Book was held on April 3, 2023 from 3:00 - 5:00 p.m.

There were two (2) open book phone call changes on the assessment roll.

Ken and Jeanne Bagniefski – 335 Butternut St. – Improvement value decreased from \$235,900 to \$234,800. Total value changed from \$277,900 to \$276,800.

Larry and Susan Wrobel – 602 Division St. - Improvement value decreased from \$180,300,200 to \$179,000. Total value changed from \$214,900 to \$213,600.

There were two (2) open book change on the assessment roll.

Open book changes:

Dale and Alice Long – 819 Broadway St. - Improvement value decreased from \$209,200 to \$181,700. Total value changed from \$255,200 to \$207,700.

Karla Yanske – 117 N. Cottage St. - Improvement value decreased from \$123,100 to \$110,800. Total value changed from \$144,900 to \$132,600.

There were no Notice of Intent to File Objections.

Due to the revaluation next year no meetings have been scheduled at this time.

Motion Chiples, second Long to adjourn Board of Review at 8:00 p.m. All aye. Motion carried.

Budget & Finance – No meeting.

Building/Zoning/Land Planning – April 18th, 2023, 4:00 p.m.

Meeting called to order at 4:00 p.m. Roll call: Mark Peterson and Diane Olson. Bob Wurtzel – absent. Clerk Kent Hatlestad and Deputy Clerk Carrie Brudos also present. Minutes: Motion Olson, second Peterson to approve minutes from the last meeting. All aye, motion approved. Appearances: None.

Unfinished Business:

Discussion on ATV/UTV proposed ordinance. Hatlestad reported that he had sent the proposed ordinance to the VCSD and the Vernon County Highway Dept. to help with the Hwy 162 portion of the trail. The WI DOT will get in touch with the village. Town of Bergen will need to be involved to get the trail approved from CTH O to the village limits.

Discussion on Eaton driveway opening. Hatlestad reported that Wyatt Eaton, 102 N. Pearl St. had applied for a driveway opening permit. The driveway will be 24' wide, the allowed opening size, and meets all other requirements. Motion Peterson, second Olson to approve. All aye, motion carried.

Discussion on Voidets parking landing area. Hatlestad reported that Lisa Voidets, 605 Proksch Coulee Road, had dropped off information concerning the construction of a landing area for parking on her property. The landing area will consist of a retaining wall and concrete parking area approximately 25 feet up the side of the property on Proksch Coulee Road. The landing area will look like the landing area located directly next door. Motion Olson, second Peterson to approve. All aye, motion carried.

Discussion on swimming pool cover information. Hatlestad reported that he had done some research on swimming pool covers and regulations regarding swimming pools and found that there are no regulations that would eliminate the need for a fence around a swimming pool even with the use of a pool cover. The information was shared with the committee. Tabled.

Motion Olson, second Peterson to adjourn at 5:00. All aye, motion carried. Adjournment

May 1st, 2023, 5:30 p.m.

Meeting called to order at 5:30 p.m. Roll call: Mark Peterson, Diane Olson and Bob Wurtzel. Clerk Kent Hatlestad also present. Minutes: Motion Peterson, second Olson to approve minutes from the last meeting. All aye, motion approved. Appearances: None.

Unfinished Business: None.

New Business:

Discussion on Oak St. duplex site permit. Hatlestad reported that Joe Klingbeil had shared new drawings of the proposed project on Oak St. The project will consist of two duplexes, three-bedroom, two-bath. No garages, just concrete parking pad. Water will be provided with a 2" lateral and sewer will be forced main. Motion Peterson, second Olson to approve the site permit for the project and send off to the building inspector. All aye, motion carried.

Motion Wurtzel, second Olson to adjourn at 5:40. All aye, motion carried. Adjournment

Fire – No meeting. Meeting to be scheduled soon.

Park – No meeting.

Personnel – No meeting.

Public Works – April 18th, 2023, 5:00 p.m.

Meeting called to order at 5:00 p.m. Roll call: Steve Davis and Scott Chiples. Administrator Kent Hatlestad also present. Minutes: None. Appearances: None.

Unfinished Business:

Discussion on street maintenance projects for 2023. Board members Garry Oliver and Bob Wurtzel have driven around town and created a list of work that should be looked at. Hatlestad has contacted Steiger Construction to come down to Stoddard. Steiger will be taken around to the sites on the list by the Public Works crew and a bid will be developed for each site looked at. The PW committee will go over the bids and pick out the projects to proceed with.

Discussion on the WI DOT State/Municipal Financial Agreement for the Hwy 162 project. Hatlestad shared the agreement form with the committee. It is an estimate for the cost proposed for the project, \$605,281. Municipal funds for the project will be \$12,500 for Engineering, \$105,250 for Storm Sewer and \$210,185 for Pavement. Motion Chiples, second Davis to sign and send the Agreement back to the state. All aye, motion carried.

New Business:

Discussion on proposed construction projects at the village shop. Hatlestad reported that the WI DOT had not been happy with the way the village has been storing salt. The idea is to pour a pad to the West of the recycling building and pour the salt storage bin there with the brush and yard waste piles also on the pad. Cement bunker barriers will keep everything from spilling into one another. Prices on the project will be developed.

Motion Davis, second Chiples to adjourn at 5:45. All aye. Motion carried.

W&S – April 17th, 2023, 3:30 p.m., Stoddard Sewer Plant

Meeting called to order at 3:33 p.m. Present - Mark Peterson, Russ Bolton and John Tully. Village Administrator Kent Hatlestad, Village Board member Scott Chiples, Village Lead Operator-Mike Young and Operator Rob Hurlburt also present. Russ Bolton-excused. **Minutes:** Motion Peterson, second Tully to approve minutes from previous meeting. All aye, motion carried. **Appearances:** None. **Bills and Vouchers:** Sewer - #3652-3661 = \$8,992.37 Water - #3305-3315=\$44,882.07 Motion Tully, second Peterson to approve. All aye, motion carried.

Unfinished Business:

Discussion on WI DOT Hwy 162 State/Municipal Financial Agreement. Hatlestad reported that the village was being asked to sign the agreement for an estimated \$605,281 that would be their responsibility of the proposed project. The breakdown is:

Storm Sewer - \$105,250

Pavement - \$210,185

Sewer replacement - \$108,524

Water replacement - \$168,822

These agreements are similar to the work done on the Hwy 35 project. Recommendation by the Utility Commission to sign the agreement at the next board meeting

Discussion on Beacon training. Hatlestad reported that the training has been pushed back to May.

Discussion on purchase of new Gravely mower. The Park Committee would like to share in the cost of the new mower and would put up the snow blower attachment that is not used at the park as part of the trade-in. The 1984 White tractor could be used as trade-in from the Utility Commission and the cost of the new Gravely Pro-Turn Mach 1 with a 60" deck would be \$11,800. A new headset for use with the vac/jetter was requested by Young and Hurlburt. The headset would work much better than cell phones and be hands free. The computer at the plant is almost dead. New computer and printer is needed. Motion Peterson, second Tully to purchase the equipment requested. All aye, motion carried.

New Business:

Discussion on Multi-Discharger variance. Hatlestad reported that the village had been approved for another Multi-Discharger variance for 5-years. Hatlestad said this is good news, not expecting this.

Discussion on Pond #2 repair. Hatlestad reported that the leak in Pond #2 had been repaired by Winona Mechanical. A longer flange was put on the get past the point of the leak but there are problems. The injection point of the ferric chloride is and will eventually cause the pipe to fail. Some ideas to alleviate the problem are:

Line the pipe for a distance that would allow mixing of the ferric to a point that it would not be as corrosive

Install an in-line mixer (not feasible due to the massive influx of "flushable wipes in the system)

Install a mixer manhole at Pond #3

Install seepage cells

Information will be gathered on all the proposals.

Discussion on changing the Utility Commission from a "Commission" into a "Committee." Hatlestad will look into the how-to on this and bring it up at a board meeting.

Motion Peterson, second Tully to adjourn at 4:45. All aye. Motion carried. Adjournment.

Unfinished Business:

a) Discussion on ATV/UTV ordinance. Hatlestad reported that he had sent the proposed ordinance to the WI DOT and that they had helped re-write the ordinance to include the use of HWY 162 as a route in the village limits. The DOT said that it would be up to the Town of Bergen and Vernon County to adopt/amend their ordinances to approve the use of Hwy 162 as a route. The village has done all it can. Motion Venner, second Chiples to approve Ordinance 4.05 All-Terrain and Off-Road Utility Terrain Vehicle Route. All aye, motion carried.

Ordinance 4.05 All – Terrain and Off – Road Utility Terrain Vehicle Route Ordinance Village of Stoddard

AN ORDINANCE DESIGNATING ALL-TERRAIN VEHICLE AND OFF-ROAD UTILITY VEHICLE ROUTES AND REGULATING THE OPERATION OF ALL-TERRAIN VEHICLES AND OFF-ROAD VEHICLES

1) Intent

- a) The Village of Stoddard adopts the following all-terrain and utility terrain vehicle routes and golf cart routes for the operation of all-terrain vehicles (ATVs) and utility terrain vehicles (UTVs) and golf carts upon roadways listed in Section 4. Anywhere ATVs are mentioned in this ordinance it shall be construed to also include UTVs.
- b) Following due consideration of the recreational and economic value to connect trail opportunities and weighed against possible dangers, public health, liability, terrain involved, traffic density and history of automobile traffic, these routes have been created.

2) Definitions

For the purposes of this ordinance, the following definitions shall be used. Words used in the present tense include the future, the singular number includes the plural number and the plural number includes the singular number. The word "shall" is mandatory and not optional.

- a) Golf Cart: Shall mean a vehicle whose speed attainable in one mile does not exceed 20 mph on a paved, level surface, and that is designed to and intended to convey one or more persons and equipment to play the game of golf in an area designated as a golf course.
- b) Golf Cart Crossing Area: Shall mean a designated area within the territorial boundaries of the Village of Stoddard crossing a State Trunk Highway marked by golf cart crossing signs.
- c) Motor Vehicle: Shall mean, for the purpose of this ordinance, any vehicle which is self-propelled and shall include but not be limited to automobiles, trucks, jeeps, vans, motorcycles, motorbikes, go-karts, motorized three-wheeled vehicles, all-terrain vehicles, off-road utility vehicles, mopeds, snowmobiles, dune buggies, and tractors. Motor vehicles shall not mean any airplane, railroad train, boat, wheelchair or bicycle. A vehicle which would otherwise be defined as a motor vehicle under this ordinance shall not be so defined while:
 1. It is being operated solely for the purpose of construction or maintenance of an improvement to land or solely for access to construction or maintenance sites provided such operation is by persons having legitimate business on such land or sites;
 2. It is being operated by or at the direction of public employees or utility company employees as part of their employment duties;

3. It is being operated by the holder of an easement or right of access on or over the land on which operation is occurring or the holder's employees or agents.
- d) Off-Road: Shall mean any location which:
 1. Is not paved or maintained as a public street or alley; or
 2. Is not used or maintained by the owner or lessee of the land as a driveway, parking lot or other way for motor vehicles; or
 3. Is a private trail for use only by the owner or his permittees for recreational or other vehicular use. Off-road shall not include any creek bed, river bed or lake provided, however, that this Subsection shall not apply to snowmobiles or other vehicles being operated on the ice covering such creek bed, river bed or lake.
- e) Operation: Shall mean the physical manipulation or activation of any of the controls of a motor vehicle necessary to put it in motion.
- f) Property: Includes real and personal property.
- g) Unauthorized: Shall mean without express prior consent of the owner, lessee, manager or other person authorized to give consent by the owner or lessee of the land. Authorization shall not be implied from a failure to post private or public land.

3) Statutory Authority

- a) This route is created pursuant to village authority under Wisconsin Statute 61.34(1), as authorized by Wisconsin Statute 23.33.
- b) The applicable provisions of Wisconsin Statute 23.33 regulating ATV operations pursuant to routes are adopted by reference.

4) Routes

The Village of Stoddard establishes the following ATV routes:

- (a) Under Wis. Stat. 23.33(8) (b) 2. the Village of Stoddard designates all Village-maintained public streets as ATV routes, except as otherwise posted.
- (b) Under Wis. Stat. 23.33(11)(am)4., the Village of Stoddard authorizes the operation of ATVs on STH 162 (Division Street) where the posted speed limit is 35 mph or less within the Village's territorial boundary.
- (c) ATVs shall not be operated on any other State Trunk Highway within the Village territorial boundary unless directly crossing from one village maintained public street to another.
- (d) Access to the Stoddard Park on STH 162 (Division Street) is prohibited to ATV traffic.

The following streets are golf cart routes:

- a) All Village of Stoddard maintained public streets with a speed limit of 25 mph or less within the territorial boundaries of the Village of Stoddard are designated as a golf cart route, rendering all such roadways accessible to golf cart traffic.
- b) Golf carts shall not be operated on State Trunk Highways unless crossing in a designated golf cart crossing area.
- c) Designated golf cart crossing areas:
 1. Center Street and Main Street (STH 35);
 2. Broadway Street and Main Street (STH 35).
- d) Access to the Stoddard Park on STH 162 (Division Street) is prohibited to golf cart traffic.

5) Conditions

As a condition for the use of these routes, the following conditions shall apply to all operators (and passengers where applicable);

- a) All ATV operators shall be 16 years of age or older and possess a valid driver's license.
- b) All ATV operators who are born after January 1, 1988 are required to have an ATV Safety Certificate provided by the Wisconsin Department of Natural Resources while operating on a public roadway. Operators must be in possession of this certificate while operating in areas open to the public and display it to a law enforcement officer upon request. Certified operators may transport other passengers. ATV Safety Institute (ASI) and Recreational Off-Highway Vehicle Association (ROVHA) certificates are not valid in Wisconsin.
- c) All ATV operators must carry liability insurance coverage.
- d) All ATVs must be properly registered with the Wisconsin Department of Natural Resources prior to operating on any routes.
- e) All ATV operators shall observe a speed limit of not more than the posted roadway speed limit.
- f) All ATV operators shall slow the vehicle to 10-mph or less when operating within 150 feet of a dwelling.
- g) All ATV operators shall operate on paved portions of the roadway only. Operation on gravel shoulders, grass in-slopes, ditches, or other highway right-of-way is prohibited.
- h) All ATV operators shall ride in single file on the right-hand side of the paved portion of the roadway.
- i) All ATV operators shall have their headlight illuminated, and taillight, if the vehicle was originally manufactured with a taillight, while operating on a public roadway.
- j) All ATV operators without taillights shall be equipped with reflectors or a SMV sign.
- k) ATV operators under 18 years of age shall wear protective headgear of the type required by Wisconsin Statute 347.485(1) (a). Bicycle helmets do not meet this requirement.
- l) No person may drink alcohol beverages or inhale nitrous oxide while he or she is in any motor vehicle when the vehicle is upon an ATV route in the Village of Stoddard, as authorized by Wisconsin Statute 346.935
- m) No person may possess on his or her person, in a privately owned motor vehicle upon an ATV route in the Village of Stoddard, any bottle or receptacle containing alcohol beverages or nitrous oxide if the bottle or receptacle has been opened, the seal has been broken or the contents of the bottle or receptacle have been partially removed or released, as authorized by Wisconsin Statute 346.935
- n) The owner of a privately owned motor vehicle, or the driver of the vehicle if the owner is not present in the vehicle, shall not keep, or allow to be kept in the motor vehicle when it is upon an ATV route in the Village of Stoddard, any bottle or receptacle containing alcohol beverages or nitrous oxide if the bottle or receptacle has been opened, the seal has been broken or the contents of the bottle or receptacle have been partially removed or released. This subsection does not apply if the bottle or receptacle is kept in the trunk of the vehicle or, if the vehicle has no trunk, in some other area of the vehicle not normally occupied by the driver or passengers. A utility compartment or glove compartment is considered to be within the area normally occupied by the driver and passengers, as authorized by Wisconsin Statute 346.935
- o) ATV allowed hours of operation on ATV routes shall be as follows:
 - ATVs equipped with working headlights, tail lights, brake lights, and turn signals may operate between 4:00 a.m. and 10:00 p.m. only.
 - ATV operators shall drive at speeds that are reasonable and prudent for all prevailing roadway conditions present.
 - ATV operators and occupants shall obey all regulatory signs, including stop signs, yield signs, speed limit signs, etc.
 - ATV operators and occupants shall use occupant restraint devices, including seat belts.
 - ATV exhaust muffling systems with spark arrestor must be fully functioning at all times.
 - No person may operate, park, stop, or leave standing an ATV vehicle while using a radio or other electric sound amplification device emitting sound from the vehicle that is audible under normal conditions from 50 feet or more unless the electric sound amplification device is being used to request assistance or warn against an unsafe condition.

- The Village of Stoddard may close routes at any time through removal of all route signage and providing notice to the public.

6) Unauthorized Operation of Motor Vehicles on Public or Private Property

- a) The unauthorized off-road operation of a motor vehicle is prohibited.
- b) Except for authorized maintenance vehicles and snowmobiles or all-terrain vehicles operating in areas authorized by the Village Board, it shall be unlawful to operate any minibike, go-kart, all-terrain vehicle or any other motor-driven craft or vehicle principally manufactured for off-highway use on Village streets, alleys, parks, sidewalks, bikeways, parking lots or on any public lands or private lands or parking lots held open to the public.
- c) The operator shall at all times have the written consent of the owner before operation of such craft or vehicle on private lands.

7) ATV Route Signs

- a) ATV routes shall be signed in accordance with Wisconsin Administrative Code NR 64.12.
- b) The Village of Stoddard has sole responsibility and authority to install and maintain ATV route signs on all ATV routes within the Village.
- c) The Wisconsin Department of Transportation must approve all ATV route signs prior to their installation on any state trunk highway.

8) Enforcement

This ordinance shall be enforced by any law enforcement officer of the Vernon County Sheriff's Department, or any other law enforcement official as set forth in Wisconsin Statute 23.33(12).

9) Penalties

The Wisconsin ATV penalties as found in Wisconsin Statute 23.13(13) are adopted by reference.

10) Maintenance

Designation of the Village of Stoddard public roadways as ATV routes does not impose upon the Village a greater duty of care or responsibility for maintenance of those roadways more than any other segment of Village roadways. Operators of ATVs on public roadways assume the usual and normal risks of ATV operation.

b) Discussion on Rummage Along the River. Hatlestad reported that the annual Rummage Along the River garage sale will be held on May 19-20th. Everyone should prepare.

New Business:

a) Discussion on Committee appointments. Tabled until June meeting.

b) Discussion on Corps of Engineers Land lease. Hatlestad reported that he had received the lease renewal form from the Army Corp of Engineers for the boat landing area. The lease remains basically the same except for the removal of the swamp area behind left field at the River Park going South to the end of Lake Road. The lease will run from 2020 to 2045. Motion Venner, second Davis to approve the Corps of Engineers lease. All aye, motion carried.

c) Discussion on State/Municipal Financial Agreement for STH 162 project 2026. Hatlestad shared the financial agreement with the board. The agreement is estimating \$12,500 for Engineering, \$105,250 for Storm Sewer, \$210,185 for Pavement, \$108,524 for Sewer Main replacement and \$168,822 for Water Main replacement. Total municipal funds estimate - \$605,281. The agreement is an estimate for the cost of the project. The project is still three years out. Motion Davis, second Venner to approve the State/Municipal Financial Agreement for STH 162 project 2026. All aye, motion carried.

Discussion on flood clean-up. Hatlestad reported that the clean-up continues. The boat landing is still closed and the crew is working to get the yard waste site open. Need to make room for the brush/yard waste coming in. Still very wet and soft.

Discussion on Large Item Recycling Day. Hatlestad reported that Large Item day would be June 3rd, 8:00 a.m. to 4:00 p.m. A price list will be made available to the public.

Discussion on Certified Survey Map (CSM) Lot 2 Center St. Hatlestad shared a copy of the CSM for Lot 2 on Center St. owned by Roy Sandvick. Sandvick would like to split the one lot into three lots and put up duplexes on the sites. Venner pointed out that the lots need a 30 ft. permanent easement to meet village regulations and that is missing from the CSM. Hatlestad will send the map back and ask for corrections to be made. Tabled.

Communications: Hatlestad reported that Design Homes had been in contact with the village and brought up the idea of putting a subdivision on their property on Lake Road. Design Homes asked for some feedback on the proposal including questions about:

Well/septic use

Types of roads needed

Water/sewer testing requirements

CDBG or TIF districts to help with infrastructure.

Hatlestad will respond to Design Homes by telling them where to start the process with the WI DNR and FEMA.

License Applications: None.

Public Comment: None.

Motion Davis, second Olson to adjourn at 6:43. All aye. Motion carried.

Next meeting June 13th.