

**Village of Stoddard
Village Board Meeting
September 10th, 2024, 6:00 p.m.**

The Village Board met in regular session. Roll call: Bob Wurtzel, Scott Chiples, Bill Evans, Karen Long, Steve Davis and Diane Olson. Jancyn Lepke, Bill Evans – excused.

Minutes: Motion Long, second Chiples to approve minutes from the August meeting. All aye. Motion carried.

Appearances: None.

Bills and Vouchers: Motion Chiples, second Olson to approve August payments #21563-21597 in the amount of \$49,387.23 for payment. All aye. Motion carried.

Committee Reports:

Board of Appeals – No meeting.

Board of Review – No meeting.

Budget & Finance – No meeting.

Building/Zoning/Land Planning – No meeting.

Fire – No meeting.

Park – No meeting.

Personnel – Personnel Committee Meeting, August 15th, 2024, 5:00 p.m.

Meeting called to order at 5:00 p.m. Roll call: Mark Peterson and Bob Wurtzel and Scott Chiples. Clerk Kent Hatlestad and Lead Operator Rob Hurlburt also present.

Minutes: Motion Chiples, second Peterson to approve previous meeting minutes. Motion carried.

Motion Peterson, second Wurtzel to go into Closed Session per Sec. 19.85 (1) (C), Wis. Stats., for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Peterson-aye, Wurtzel-aye, Chiples-aye. All aye. Motion carried. Hatlestad and Hurlburt invited to stay for the closed session.

CLOSED SESSION

Motion Peterson, second Chiples to reconvene into Open Session. Peterson-aye, Wurtzel-aye, Chiples-aye. All aye, motion carried.

Discussion on filling the Operator position. Following the interview process of three applicants by the Personnel Committee, motion Chiples, second Wurtzel to recommend to the Village Board that the position be offered to Chad Maas.

Special Village Board meeting will be scheduled as soon as possible to get the position filled.

Motion Wurtzel, second Chiples to adjourn at 6:45. All aye. Motion carried. Adjournment.

Personnel Committee Meeting, September 10th, 2024, 9:00 a.m.

Meeting called to order at 9:00 a.m. Roll call: Mark Peterson and Bob Wurtzel and Scott Chiples. Clerk Kent Hatlestad also present. Minutes: Motion Peterson, second Wurtzel to approve previous meeting minutes. Motion carried.

New Business:

Discussion on part-time/seasonal employee hiring and retention. Discussion centered on the hiring and retention of part-time and seasonal employees and how it should be handled.

Motion Peterson, second Chiples to modify 1.02 VILLAGE CLERK – TREASURER – ADMINISTRATOR

and add:

(E) EMPLOYMENT RULES AND QUALIFICATIONS.

(1) TEMPORARY/SEASONAL EMPLOYEE HIRING/RELEASE.

- a) The office of Village Administrator may approve the replacement and release of Temporary/Seasonal employees.
- b) No Committee or Village Board approval is necessary to fill/release such positions.

All aye, motion carried.

Recommendation to send modification to Village Board for approval.

Discussion on a “step system” for Operator positions. With the WI DNR changing the requirements for Operators to maintain their certification it is becoming much more “book centric” and training and certification testing is increasing. The personnel Committee feels that an incentive to continue the training and testing requirement would be to award a \$0.50 wage increase for each certification earned by the Operators. Motion Chiples, second Peterson to approve the “step system” and send a recommendation to the Village Board for approval.

Motion Chiples, second Peterson to adjourn at 9:25. All aye. Motion carried. Adjournment

Public Works – No meeting.

W&S – Village of Stoddard, Utilities Commission Meeting, August 19th, 2024, 3:30 p.m., Stoddard Sewer Plant

Meeting called to order at 3:35 p.m. Present - Mark Peterson and Russ Bolton. John Tully – excused. Village Lead Operator-Rob Hurlburt, Board member Scott Chiples and Village Clerk Kent Hatlestad also present. **Minutes:** Motion Bolton, second Peterson to approve minutes from previous meeting. All aye, motion carried.

Appearances: Scott Servais, Joe Klingbeil., **Bills and Vouchers:** Sewer - #3795 = \$292.16 Water - #3432-3434 = \$186.19. Motion Bolton, second Peterson to approve. All aye, motion carried.

Unfinished Business:

Discussion on new Operator position. Hatlestad reported that the interviews for the operator position took place on Thursday, Aug. 15th. Recommendation for new operator will be sent to Village Board for approval.

Discussion on Operator training. Hatlestad reported that Hurlburt took tests for Phosphorus Removal and Sanitary Sewer on August 11th. Waiting for results.

Discussion on shut-off repairs. Hatlestad reported that the repairs will be scheduled soon.

Discussion on Budget 2025. Hatlestad reported that he will bring preliminary numbers to the meeting in September. Not looking at any large changes.

New Business:

Discussion on duplex hook-up. Joe Klingbeil and Scott Servais appeared before the Commission and discussed hooking up water and sewer to the duplexes built on Oak St. Water will be tapped on the 6” ductile iron pipe on Broadway St. and grinder pumps will be installed in the units and pumped to the manhole located at the intersection of Oak and Broadway streets. Work should begin in a few weeks.

Discussion on Flow-Rite camera of Division St. Hatlestad reported that Flow-Rite had just completed the camera work on Division St. from the park entrance to Old River Road. This was done to help the engineer complete work for the WI DOT on the road construction project.

Discussion on Budget 2025. Hatlestad reported that he will bring preliminary numbers to the meeting in September. Not looking at any large changes.

Discussion on lift station proposal. Hatlestad reported that the village had not received any proposals yet on the lift station.

Communications: None. **Public Comment:** None

Motion Bolton, second Peterson to adjourn at 4:25. All aye. Motion carried. Adjournment.

Unfinished Business:

a) Discussion on dog park construction. Hatlestad reported that park construction was complete and a Grand Opening would be held on Sept. 18th. Refreshments will be served and everyone is welcome. The access road and parking area will be completed soon.

New Business:

a) Discussion on 2023 audit approval. Hatlestad passed out copies of the 2023 audit report. Hatlestad reported that he report looked much the same as every year and no problems were noticed by the auditing firm. Motion Chiples, second Davis to approve the 2023 audit report. All aye, motion carried.

b) Discussion on Resolution 2024-06

ADOPTING THE VERNON COUNTY MULTI-HAZARDS MITIGATION PLAN 2023-2028

WHEREAS, the Village of Stoddard recognizes the threat that natural hazards pose to people and property; and

WHEREAS, undertaking hazard mitigation actions before disasters occur will reduce the potential for harm to people and property and save taxpayer dollars; and

WHEREAS, an adopted multi-hazards mitigation plan is required as a condition of future grant funding for mitigation projects; and

WHEREAS, the Village of Stoddard participated jointly in the planning process with Vernon County and the other local units of government within the County to prepare a Multi-Hazards Mitigation Plan;

NOW, THEREFORE, BE IT RESOLVED, that the Village of Stoddard, hereby adopts the Vernon County Multi-Hazards Mitigation Plan 2023-2028 as an official plan; and

BE IT FURTHER RESOLVED, that the Village of Stoddard Village Board will provide a copy of this signed resolution to the Vernon County Emergency Management Department.

Motion Chiples, second Long to approve Resolution 2024-06. All aye, motion carried.

c) Discussion on Chapter 10 updater. Hatlestad reported that a Public Hearing had been held on September 10th for comments on the proposed changes to Chapter 10. No comments were given. Motion Chiples, second Davis to approve Chapter 10 updates. All aye, motion carried. Updates will be posted in three (3) public places and posted on the village website in accordance with adoption rules.

d) Discussion on procedure for part-time employees. Tabled.

d) Hatlestad presented a letter from Village President Bob Wurtzel. Wurtzel is resigning his position as Village President effective September 23rd. Wurtzel thanked the Board for all their support over the years. A new Village President will need to be appointed and Bill Evans has put his name forward to accept the position. Motion Davis, second Long to approve the nomination for Bill Evans as new Village President. All aye, motion carried. Motion Olson, second Chiples to approve Bill Evans as the Village President, effective September 23rd. All aye, motion carried.

Communications: None.

License Applications: None.

Public Comment: Jack Parrish appeared before the Board and voiced his concerns with parking issues at the end of S. Pearl St. Parrish handed out portfolios of information concerning "No Parking" signs and child safety.

Motion Chiples, second Long to adjourn. All aye. Motion carried.

Next meeting October 8th.