

**Village of Waterford**  
**Village Board Official Minutes**  
**January 27, 2014**

The meeting was called to order by President Roanhouse at 6:35 p.m.

Present: Roanhouse, Denman, Scheele, Houston, Kluth and Pollnow. Excused: Christensen

Also present: Rebecca Ewald, Jeff Dolezal, Rick Huening, Mark Schaefer, Lt Dan Klatt, Howard Bryant, Bryanna Henry

Public Appearances - Lt. Dan Klatt, Sheriff Department Representative, briefed the Trustees on the Waterford Police Services for the Month of December. Lt. Klatt reported that the OT cost for deputies covering the 201 E. Main Street fire, and security of the building after the fire, was over \$5K, which is all covered under contract. Chief Huening updated the Trustees on the 4<sup>th</sup> Quarter Fire & Rescue Report. Chief Huening will provide an update on the 201 E Main Street fire after he receives the final reports from ATF and Racine County. It was the consensus of the Trustees to have Chief Huening provide the Trustees with only the summary report of the call hours instead of the detailed report.

Motion made by Pollnow, seconded by Denman to approve the 1/13/14 Village Board regular meeting minutes with the change made by Attorney Hasenstab moving a sentence from one area to another. Motion carried.

Unfinished Business – Motion made by Houston, seconded by Kluth to approve the terms of the Racine Community Foundation, Inc. Designated Fund Agreement and accept distributions from the Waterford Fund under the terms of said Agreement on behalf of the Village, contingent upon the individual Donors executing the Racine Community Foundation, Inc. Acorn Fund Enrollment Agreement and the Racine Community Foundation, Inc. Designated Fund Agreement, Waterford Fund. Motion carried. President Roanhouse and Trustees Houston, Pollnow & Kluth turned in their \$100.00 check. President Roanhouse and Trustees Houston, Pollnow, Kluth & Denman signed the two agreements. Trustee Christensen was not present and Denman stated he will provide a check to the Village Hall shortly.

Motion made by Denman, seconded by Kluth to move forward with the Ten Club project plan. Motion carried. It was the consensus of the Trustees to change the name of the project plan to something more fitting for what the project is geared for. Some examples were “Green Space Expansion Plan” or “Ten Club Park Plaza”, etc., the actual name is undetermined at this time.

Motion made by Denman, seconded by Houston to approve Change Order #1 for the Whitford Park Rip Project. Motion carried. The change order includes the Board’s direction to increase the rock size for the project. The contractor is requesting an extension to 2/15 due to the inclement weather.

New Business – Motion made by Houston, seconded by Kluth to approve the plan developed by the Historic Mitigation Task Force. Motion carried. Howard Bryant updated the Trustees on the plan and the fact that the State Historical Society is still determining whether the historic designation of the Riverhouse building will remain due to the destruction of the Kortendick building. As soon as they have confirmation from the DOT to go ahead with the plan, the Historic Mitigation Taskforce will be able to move forward with their plan.

Motion made by Pollnow, seconded Houston to approve the project plan; Phase I: Creation of Financial Policies & Procedures. Motion carried. Ewald explained why a plan such as this is needed to have our financial house in order and have more detail in the budget which will help us be as transparent as possible.

Motion made by Houston, seconded by Pollnow to use Freedom Mailing at a cost of \$1,520.40 to send out future utility bills in order to be compliant with Act 25 Customer Privacy Law. Motion carried. Trustee Denman voiced his opinion on how ridiculous Act 25 is, and the constraints it has imposed on the Village. The Trustees agreed that the Public Works and Utilities Committee should decide which format to use for the bills. President Roanhouse advised the Public Works and Utilities Committee to reevaluate prices six months to a year down the road, to make sure we are still using the most competitive price.

Motion made by Pollnow, seconded by Houston to approve the pension plan amendments. Motion carried.

Motion made by Denman, seconded by Scheele to approve the Village Attorney move forward with amending the snow removal ordinance and to approve Resolution #749 Amending the Fee Schedule to Include Costs Required in Chapter 191 Snow Removal. Motion carried.

Motion made by Pollnow, seconded by Denman to appoint Cheryl Rogers to the Heritage District Committee. Motion carried. Marlene Carew is no longer a business owner/building owner in the Heritage District and therefore may no longer serve on the Committee which is why a new appointment is being recommended.

Motion made by Kluth, seconded by Scheele to approve the operator licenses for Vincent Pyne and Candise Kesting. Motion carried.

Item 14 was withdrawn as an item to act on. It was copied over from a previous meeting agenda in error.

Ewald informed the Trustees of several upcoming meetings. She also informed them of Frank Czuta's resignation from the Public Works & Utilities Committee and encouraged them to seek suitable candidates for the position, directing them to have the candidate fill out the Talent Bank Questionnaire.

Ewald informed the Trustees about the salt shortage. The salt is being rationed and Racine County Public Works will only be able to supply us with one truck load per snow event. They have suggested we mix the salt with sand going forward to stretch the supply. Dolezal noted that this amount of salt is less than 1/3 of what was supplied to us in the past and that we should be prepared for a mess. Ewald stated the Village will be sending out a press release in the near future to make sure the community is aware of the salt shortage and use of sand as a substitute.

Closed session: Motion made by Kluth, seconded by Scheele to adjourn into Closed Session for the purpose of considering compensation for Public Works & Utilities and Fire Chief in accordance with 19.85(1)(c) and to consider bargaining with Teamster Local No. 43 in accordance with 19.85(1)(e) and 19.86 by roll call vote at 8:18 p.m.

Roanhouse – aye Kluth – aye Denman – aye Scheele – aye Pollnow – aye Houston – aye.

Reconvene into Open Session: Pollnow moved and Scheele seconded to reconvene into open session at 9:29 p.m.

Kluth moved and Pollnow seconded to set the salary for the regular part time exempt Fire Chief at \$37,908 working 27 hours per week and direct the administrator to confer with legal counsel to ensure the pension plan and personnel manual accommodate the direction of the Board relative to the position. Motion carried.

Houston moved and Denman seconded to grant the new employee request for one week of unpaid vacation in the first year of employment and to allow the department heads the ability to authorize unpaid vacation in the future. Motion carried.

Denman moved and Pollnow seconded to increase limited part time snow removal position from \$15/hr to \$20/hr and direct personnel to provide a recommendation on compensation of exempt public works & utilities employees. Motion carried.

Denman moved and Pollnow seconded to table the Teamsters Agreement. Motion carried.

Houston moved and Scheele seconded to adjourn the meeting at 9:36 p.m. Motion carried.

Respectfully submitted,  
Rachel Ladewig, Deputy Clerk