

**ALLOUEZ VILLAGE BOARD MEETING  
TUESDAY, OCTOBER 4, 2022  
6:30 P.M., ALLOUEZ VILLAGE HALL**

CALL TO ORDER / ROLL CALL

President Rafter called the meeting to order at 6:30 p.m.

Present: Atwood, Deutsch, Genrich, Harris, Rafter, Sampson  
Excused: Green  
Also Present: Gehin, Lange, DEO Vogel

MODIFY / ADOPT AGE

**Sampson / Harris moved to adopt the agenda as presented. Motion carried.**

ANNOUNCEMENTS

- a. No Overnight Parking between 2 am and 6 am from November 1<sup>st</sup> thru March 31<sup>st</sup>
- b. Halloween Trick-or-Treat Hours on October 31<sup>st</sup> from 4 pm – 7 pm
- c. Fall Clean-up begins October 17<sup>th</sup> – November 17<sup>th</sup>
- d. Notice of Fall General Election- November 8, 2022
- e. Fire Prevention Week October 9-15<sup>th</sup>
- f. Prescription Drug Take Back Day on Saturday, October 29<sup>th</sup> from 8 am - 2 pm at Village Hall
- g. Green Bay Metro Fire Department Gifts for Teens Parade on December 8, 2022 from 5:30 p.m. – 7:30 p.m. (recurring event)

PUBLIC COMMENT

- None

PRESENTATION

- Review of the 2023 NEW Water Budget

Nathan Qualls, Director of Technical Services, provided a PowerPoint presentation:

- New Water 2023 Budget (dated October 4, 2022)
  - o 2023 Budget Summary (operations and maintenance expenses increase 8.9% / debt service & annual capital increase 6.3% / for an overall increase in expenses of 7.7%)
  - o 2023 Revenue (7.7% change)
  - o Proposed Liquids Facilities Plan 2023 Capital Projects
    - GBF Sludge Thickening Improvements
    - GBF North Plant Primary & Secondary Clarifier Rehab
    - Design Underway- DPF Influent Pumping & Headworks Improvements
    - Ongoing uncertainty related to inflation, contractor availability and supply chain impacts.
  - o Municipal Rate Comparison (5.7%)
- Budget Hearing & adoption will be held on December 7<sup>th</sup> at Quincy Street office (hybrid meeting, public invited to attend)

Qualls & Sigmund answered questions from the Board after the presentation including information on tapping into the reserves, concerns over operations & maintenance expenses going up steadily (up 35% over the last several years), Allouez rates, and capital reserves.

NOISE VARIANCE PERMIT REQUEST FROM AUSTIN BAKER FOR A BLOCK PARTY WITH A BAND ON GREEN VALLEY AVENUE IN SUMMER 2023 (DATE TBD) FROM 1PM-7PM

DEO Vogel

- Resident is requesting a noise variance permit to have a band for a neighborhood block party in summer of 2023.
- Not looking for approval at the meeting but guidance from the Board. Invited resident to explain his vision of the block party.

Austin Baker, 721 Green Valley Ave.

- Looking for approval to host a band for a block party in summer 2023. Considering a go fund me page for neighbors who would like to donate to help cover the cost of the band.

President Rafter

- Concerns over no date set and noise level. Suggested to keep it small and speak with neighbors to make them aware.

Trustee Atwood

- Great idea and appreciates the fact that he is taking the right steps.

No action taken.

TDS UTILITY PROJECT – LOCATING OF STORM LATERALS

S. Gehin

- TDS is in the process of building a fiber optic network throughout Allouez.
- At the beginning of the project, staff was clear with TDS on the difficulty of locating and marking existing storm laterals due to lack of reliable records.
- End of July, into early August, Gehin suspended TDS permits, bringing installation work to a halt after receiving a high volume of calls related to two stormwater laterals hit during the installation process. In the field/observations indicated laterals were not being located by the TDS contractor.
- Met with TDS in September and discussed methods of locating/avoidance of existing storm laterals including best management practices:
  - o Raising depth of conduit to 18 inches
  - o Strategic locating of bore pits to align with stormwater lateral at home
  - o Commitment to the timely repair of any compromised laterals at TDS cost
- Memo of understanding has been drafted by village and TDS attorneys. Red lined version received today from village attorney.
- Five year warranty required on all utility permits.

Josh Worrell, TDS Business Development Manager

- Hitting stormwater laterals is a risk TDS faces in all of their projects across the state and noted that the measures outlined in the memo align with measures the company already takes when stormwater laterals are impacted in regards to repairing lines.
- 20% complete with project. Due to inclement weather, only have 4-6 weeks left of construction therefore TDS is hoping to continue with the project.

Atwood/Genrich moved to approve the Memorandum of Understanding between the Village of Allouez and TDS upon final approval by attorneys on both sides.

Discussion:

President Rafter

- Not comfortable signing the memo yet as attorneys may not agree on some of the terms.
- Board did not suspend the permits, staff did. Permits could be reissued to continue moving forward while weather allows.

Trustee Harris

- There are three permits in place to be approved. Memo of understanding will come back to the Board for signature at the next meeting. Consider as an alternate to allow parties to continue to move forward as they are moving along in the right path and working in good faith.

Gehin

- Feels comfortable approving permits so TDS can continue on with the project. Staff will also continue to monitor the field.

**Substitute motion by Rafter / Harris to not take action on the item, allow staff to deal with practicality of running a business, and bring final memo of understanding back to the Village Board Meeting after it has been reviewed by both attorneys. Motion carried.**

HYDROCORP RESIDENTIAL PROPOSAL FOR CROSS-CONNECTION CONTROL SERVICES

S. Gehin

- Due to recent resignation of the Building Inspector, there is a loss of experienced training and certification for cross connection inspections.
- Received one year contract proposal from Hydrocorp (300 inspections at \$18,600) for village cross connection control services and explained the scope of services.
- Due to COVID, behind on cross connection inspections. DNR mandate to have all homes in Allouez inspected by 2035.

Discussion:

- Cost of certification for current Building Inspector and questioned no show fees.
- More clarification needed on fees, length of contract and renewal period.

**Rafter / Sampson moved to table the item and bring back to the Board at a future meeting. Motion carried.**

AMENDMENT NO. 2 OF LIBAL STREET ENGINEERING AGREEMENT

S. Gehin

- Primary reasons for second amendment to the Libal Street Engineering Agreement are as follows:
  - o Redesign of the storm sewer between Mission Rd. & Allouez Ave. and incorporation of municipality provided memo regarding storm sewer design into project documentation- water quality & design reports.
  - o Incorporation of McMahon's culvert replacement plan sheets, construction details, line work, and bid items into plan set.
  - o Identifying & proper reporting of any wetland impacts associated with the replacement of the existing culvert south of Optimist Park.
  - o Drafting of proposed storm laterals to include preparation of a construction detail & preparing contract special provisions for storm lateral & connector.
- Amendment in the amount of \$14,218.43 will increase the engineering agreement cost from \$590,483.44 to \$604,701.87. Federal Surface Transportation Block Grant received for the project will reimburse the village up to 80% of the design and construction. Estimated project cost for design and construction is \$5,300,000.

**Genrich / Deutsch moved to approve Amendment No. 2 of the Libal Street Engineering Agreement. Motion carried.**

VENDOR PERMIT FOR TWAS THE NIGHT BEFORE CHRISTMAS CRAFT BOUTIQUE AT GREEN ISLE PARK PAVILION ON NOVEMBER 5, 2022 FROM 9:00 AM – 3:00 PM

**Deutsch / Sampson moved to approve Vendor Permit for Twas the Night before Christmas Boutique at Green Isle Park on November 5, 2022. Motion carried.**

CONSENT AGENDA

**Deutsch / Genrich moved to:**

- a. Approve Village Board minutes dated 9/6/22
- b. Accept and Place on File minutes from:
  - i. Finance/Personnel Ad Hoc Committee dated 8/29/22, 9/12/22
  - ii. Parks, Recreation & Forestry Committee dated 8/30/22
  - iii. Plan Commission dated 8/22/22
- c. Approval of accounts payable dated 9/2/22, 9/6/22, 9/9/22, 9/19/22, 9/23/22, 9/30/22

**Motion carried.**

FUTURE AGENDA ITEMS

- None

CONVENE INTO CLOSED SESSION

**Sampson / Deutsch moved to convene into closed session pursuant to Wis. Statute 19.85(1)(e), deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.**

**Roll call vote: Atwood – aye, Deutsch – aye, Genrich- aye, Harris – aye, Rafter – aye, Sampson - aye. Motion carried.**

*Developers Agreement*

RECONVENE INTO OPEN SESSION UNDER WIS. STATUTE 19.85(2) TO TAKE POSSIBLE ACTION ON ITEM(S) IN CLOSED SESSION

**Sampson / Harris moved to reconvene into open session. Motion carried.**

No action taken.

ADJOURNMENT

**Genrich / Harris moved to adjourn at 8:18 p.m. Motion carried.**

*Minutes submitted by Carrie Zittlow, Clerk-Treasurer*