

**ALLOUEZ VILLAGE BOARD MEETING
TUESDAY, DECEMBER 20, 2022
6:30 P.M., ALLOUEZ VILLAGE HALL**

CALL TO ORDER / ROLL CALL

Deputy Clerk called the meeting to order at 6:30 p.m.

- In the absence of Village President Rafter nominations were taken for chair.
- Nomination was made for Trustee Harris.

Atwood / Deutch approved the nomination for Trustee Harris.

Present: Atwood, Deutsch, Genrich, Green, Harris, Sampson (arrived at 6:32 p.m.)

Excused: Rafter

Also Present: Fuller, Gehin, Lange, DEO Vogel

MODIFY / ADOPT AGENDA

Genrich / Deutch moved to adopt the agenda as presented. Motion carried.

ANNOUNCEMENTS

- Solid Waste Collection Holiday Schedule
- Village of Allouez Holiday Hours
- Non-Candidacy Papers must be filed by December 23rd, 2022 by 5:00 p.m.
- January 3rd, 2023 5:00 p.m. is the deadline to file nomination papers, declarations of candidacy, and campaign registration statements for the 2023 Spring Election.
- Interested in Serving on a Committee, Board, or Commission? Applications are being accepted.
- Resignation of Mike Mahloch, Utility Foreman.

PUBLIC COMMENT

- None

ACTION RE: SCHEDULING OF VILLAGE BOARD MEETING ON JANUARY 3, 2023

B. Lange

- Due to the amount of time the office is closed and staff vacation schedules it would be very difficult to prepare for a January 3rd meeting.
- Recommends having the meeting on January 17th and if a Special Meeting would be necessary to have on the 2nd Tuesday (January 10th).

Genrich / Deutsch moved to cancel the January 3rd meeting with the option of a Special Meeting on the 2nd Tuesday (January 10th). Motion carried.

CONSENT FOR ASSIGNMENT OF TAX INCREMENTAL FINANCING DEVELOPER'S PERFORMANCE
AGREEMENT TO JJP ACQUISITIONS LLC

T. Fuller

- The Village has a developer agreement with Derby Run LLC (formerly GB Real Estate Investments LLC) and the Derby Run LLC is selling the property.
- Due to the sale of the property all of the obligations and benefits would be transferring to the new owner under the consent for assignment.

Village Board Meeting (December 20, 2022)

- The developer did request that the Village make the approval contingent on the property closing which is December 23rd, 2022.
- The Attorney for the Village did review the agreement and questioned asking if there are any known defaults and suggested a change to the date of the amendment that was agreed upon on June 15, 2021.
- T. Fuller spoke with a representative before the Board meeting and it was agreed that the Register of Deeds date of recording August 27, 2021 would be changed to read July 30, 2021.

Sampson / Green moved to approve the Consent for Assignment of Tax Incremental Financing Developer's Performance Agreement to JJP Acquisitions LLC including the revision of the Register of Deeds recording date to read July 30, 2021, the consent subject to Counsel review, and contingent to the closing date of sale.

APPROVAL OF APPOINTING MEMBERS TO THE COMPREHENSIVE PLAN STEERING COMMITTEE

T. Fuller

- The Board is asked to approve the creation of the ad hoc committee, with the following members listed:
 - Mark Schumacher
 - Penny Dart
 - Danyelle Pierquet
 - Katie Gentry
 - Nicolas Sparacio
 - Michael Lefebvre
 - Josh Bernhardt
- The first meeting is anticipated to take place in January 2023.

Green / Genrich moved to approve appointing Mark Schumacher, Penny Dart, Danyelle Pierquet, Katie Gentry, Nicolas Sparacio, Michael Lefebvre, and Josh Bernhardt to the Comprehensive Plan Steering Committee. Motion carried.

EQUIPMENT REPLACEMENT FUND 2023 PURCHASES

B. Lange

- During the Finance Committee Meeting the items listed in the 2023 budget were discussed. Items included a plow truck, two pickup trucks, a garbage truck, tractor, lawn mower, back hoe, and a blacktop roller.
- The blacktop roller and back hoe are to be purchased used.
- Three of the items, if placed on order today, would be received during the third quarter of 2024.
- During the committee meeting it was discussed to purchase some of the big ticket items with a 10-year bond due to the equipment fund not being funded to sustain itself long term for what is needed to be purchased at this time.
- Asking the Board to seek quotes for the items that would be available to purchase for 2023 and to bring those forth for approval.
- For the items that will not be available until 2024, to authorize staff to order and get on the list to reserve a spot knowing that we will not be financially responsible until received in 2024.
- Will not know if bonding will be necessary until quotes are collected.

Genrich / Deutsch moved to approve recommending staff to gather quotes for the items to be purchased in 2023 and also to get on the availability list for the items that are not available until 2024. Motion passed.

LIBAL STREET TRANSPORTATION PROJECT PLAT AND REAL ESTATE ACQUISITION

S. Gehin

- The preliminary roadway plans for the reconstruction and rehabilitation of Libal Street from Hwy 172 to Kalb Avenue have been completed. The right-of-way acquisition limits have been determined, and the transportation project plat has been prepared describing the project real estate needs.
- In attendance, we have Randy Moss from Moss & Associates and Tera Meyer, Project Manager from Strand Associates.
- In general there are three types of real estate acquisition needed for this project:
 - Temporary Limited Easement (TLE) – required throughout the project for grading purposes. Easement ends when the project ends.
 - FEE – the purchase of strip right-of-way is needed for sidewalk construction along the eastside of the roadway from First Bible Baptist Church to Allouez Avenue. As well as along the eastside of roadway at Bethel Baptist Church.
 - Permanent Limited Easement – Purchase of easement required to replace and maintain an existing storm drain.
- The Transportation Project Plat was reviewed by the Public Works Committee and a recommendation was made to the Village Board to approve the plat and real estate acquisition as shown.
- Since the review of the plat by the Public Works Committee there has been a change to the plans and plat to avoid creating a non-conforming property located at 2403 Libal Street.
 - Village Code requires a minimum front yard setback of 20-feet.
 - To meet Code requirement proposed sidewalk and associated right-of-way was moved inward, avoiding the non-conforming status.
- With Village Board approval, the Plat will be recorded at the County Register of Deeds Office and the acquisition of real estate will begin.

Harris / Deutsch moved to approve the Libal Street Transportation Project Plat and Real Estate Acquisition including the modification to the non-conforming property located at 2403 Libal Street. Motion carried.

PLACEMENT OF STREET LIGHT AT THE DRIVE TO THE OLDE RIVER CONDOMINIUM HOMEOWNER'S ASSOCIATION

S. Gehin

- The Olde River Condominiums Homeowners Association has formally requested a street light to be installed on Riverside Drive adjacent to or across from the Olde River Condominium driveway entrance.
 - The existing entrance is hard to see at night. Added lighting will improve the visibility of the drive entrance, thus increasing approaching traffic's sight distance and awareness of the driveway connection to Riverside Drive.
- WPS owns and maintains the street lights in the Village of Allouez for a monthly fee which is approximately \$16,500.
- A formal request has been made to WPS to provide a 250 W equivalent LED light which will cost \$22.75 per month.

Genrich / Atwood moved to approve the implementation of a street light to be placed at the Olde River Condominium driveway entrance. Motion carried.

MANITOWOC PUBLIC UTILITIES FIRST RESPONDER SERVICE AGREEMENT

S. Gehin

- The Locator and First Responder Service Agreement signed with Manitowoc Public Utilities (MPU) on July 2nd, 2008 has been amended. The amended agreement has been edited removing the locating services included in the original agreement between Allouez and Manitowoc Public Utilities.
- For consistency and liability purposes the locating of the CBCWA water transmission line has been transferred to Manitowoc Public Utilities locating contractor.

Sampson / Deutsch moved to approve the amended Manitowoc Public Utilities First Responder Agreement. Motion carried.

LIBAL STREET – SUMMARY OF PUBLIC INFORMATIONAL MEETING NO. 3 COMMENTS

S. Gehin

- On December 6th, 2022 a third public informational meeting was conducted for the Libal Street reconstruct project. The purpose of the meeting was to provide project updates to the general public, to share with residents and the general public the needed right-of-way associated with the project, and to listen to comments, concerns, and questions from the public.
- Strand Associates has provided a summary of the comments received before, at, and after the public informational meeting.

Tera Meyer, Project Manager Strand Associates, 910 W Wingra Dr, Madison, Wisconsin, 53715

- Strand Associates created a summary of the comments that were received from the public.
 - Businesses were concerned on how they would be affected.
 - Question was raised on how parking on one side of the street was determined compared to the other side of the street.
 - New home owner questioned if the round-a-about would be part of the project, if the property would have the commercial sidewalk, and make note that the bike slip ramp was in need of repair.
 - One home owner did not want to be assessed for a storm sewer lateral since the property is on a concrete slab, but it is Village policy that a storm sewer lateral be installed with a new project.
 - One person is concerned with the Bellin 10K run that takes place every year and accommodations will be made.
 - A homeowner would like to have two silver maple trees removed from their property, even though they are not currently being removed with the project.
 - Representative of Zieman Commercial Properties is hoping to only close one out of the three driveways that they have at a time with their busiest times in late spring and early summer.
 - A resident wanted to know why their existing sidewalk was to be replaced, but it is needed to fit in the new project guidelines.
 - Concern by a property owner with their driveway slope and what the quality of the reconstructed driveway would be like.
 - Village Board member asked if there is any traffic control change for E St Joseph St. No change has been proposed and will remain a two-way stop.
 - Village Board member asked if there were any statistics regarding the bike lane counts and usage, but will not know until it is built due to not pre-existing.

- Resident mentioned concerns about parking on only one side of the street and the safety of crossing to reach their vehicle.
- Business owner would like to see no parking between signs during construction so they will remain visible.
- Why the commercial sidewalk is going to be placed where it shows in the plans.

ALLOUEZ'S 150 YEAR ANNIVERSARY

B. Lange

- Prior to Clarence Matuszek's passing, he stated that the 100 year anniversary in 1973 may have been in the wrong year. Research has been conducted and the actual date cannot be determined.
- In 1873 was the discussion and vote to separate from Bellevue.
- The first Town Board was held in April of 1874. With the time gap, there is still no determination of the date of establishment.
- Heritage Hill is celebrating the 150 years in 2023 and want to take part in the celebration with the Village along with Allouezfest. Bellin is willing to add it to their shirts for their run.
- Funding has not been made part of the budget, but there could be the use of ARPA funds.
- There is a group of people who are interested in helping and participating.
- 2023 will be the official year for the 150 year celebration.

FUTURE AGENDA ITEMS

L. Green

- Would like to ask Brown County to share the use of the sales tax of 5.5% with the Village of Allouez.

CONVENE INTO CLOSED SESSION

Sampson / Deutsch moved to convene into closed session for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility pursuant to Wis. Statute 19.85(1)(c).

Roll call vote: Harris – aye, Genrich – aye, Atwood – aye, Green – aye, Sampson – aye, Deutsch – aye. Motion carried.

RECONVENE INTO OPEN SESSION

Sampson / Genrich moved to reconvene into open session. Motion carried.

No action taken.

ADJOURNMENT

Sampson / Atwood moved to adjourn at 7:28 p.m. Motion carried.

Minutes submitted by Kim Wayte, Deputy Clerk