

**ALLOUEZ VILLAGE BOARD MEETING
TUESDAY, APRIL 18, 2023
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, Genrich, Green, Harris, Rafter, Sampson
Excused: Deutsch
Also Present: Beauchamp, Clark, Gehin, Fuller, Lange, DEO Vogel

MODIFY / ADOPT AGENDA

Sampson/Harris moved to adopt the agenda as modified, remove item #9, T-Mobile Second Amendment to Cell Tower Lease. Motion carried.

PRESENTATION

- a. Award of Certificate of Election to Newly Elected Village Trustees to Jim Genrich, Matthew Harris & Christopher Sampson

ANNOUNCEMENTS

- a. Village Board Meeting on May 2nd to be held at the site of the Original Town Hall located in Heritage Hill State Park (2640 S. Webster Ave)
- b. Prescription Drug Take Back Day on April 22nd from 8:00 am – 1:30 p.m. at Village Hall
- c. Flushing of Dead-End Water Mains April 17th – 30th
- d. Village of Allouez awarded the Voter Challenge trophy in the Gold Division from Project VOTE of Brown County, WI with a 56.7% voter turnout for the Spring Election

Trustee Harris- Thanked Allouez poll workers and village staff for running a smooth Spring election.

PUBLIC COMMENT

- None

RESOLUTIONS AUTHORIZING THE ISSUANCE AND SALE OF NOT TO EXCEED \$3,805,000 GENERAL OBLIGATION CORPORATE PURPOSE BONDS, SERIES 2023A

Greg Johnson, Ehlers, explained the pre-sale report for General Obligation Corporate Purpose Bonds (the process, financial implications and required resolutions by project).

A. RESOLUTION 2023-03, INITIAL RESOLUTION AUTHORIZING \$885,000 GENERAL OBLIGATION BONDS FOR WATER SYSTEM PROJECTS

Genrich/Harris moved to adopt Resolution 2023-03, Initial Resolution Authorizing General Obligation Bonds in an Amount Not to Exceed \$885,000 for Water System Projects. Roll call vote: Harris – aye, Genrich – aye, Atwood – aye, Rafter – aye, Green – aye, Sampson – aye. Motion carried.

B. RESOLUTION 2023-04, INITIAL RESOLUTION AUTHORIZING \$1,275,000 GENERAL OBLIGATION BONDS FOR SEWERAGE PROJECTS

Sampson/Green moved to adopt Resolution 2023-04, Initial Resolution Authorizing General Obligation Bonds in an Amount Not to Exceed \$1,275,000 for Sewerage Projects. Roll call

**vote: Harris – aye, Genrich – aye, Atwood – aye, Rafter – aye, Green – aye, Sampson – aye.
Motion carried.**

C. RESOLUTION 2023-05, INITIAL RESOLUTION AUTHORIZING \$1,345,000 GENERAL OBLIGATION BONDS FOR STREET IMPROVEMENT PROJECTS

Harris/Genrich moved to adopt Resolution 2023-05, Initial Resolution Authorizing General Obligation Bonds in an Amount Not to Exceed \$1,345,000 for Street Improvement Projects. Roll call vote: Harris – aye, Genrich – aye, Atwood – aye, Rafter – aye, Green – aye, Sampson – aye. Motion carried.

D. RESOLUTION 2023-06, INITIAL RESOLUTION AUTHORIZING \$90,000 GENERAL OBLIGATION BONDS FOR FIRE STATION PROJECTS

Atwood/Sampson moved to adopt Resolution 2023-06, Initial Resolution Authorizing General Obligation Bonds in an Amount Not to Exceed \$90,000 for Fire Station Projects. Roll call vote: Harris – aye, Genrich – aye, Atwood – aye, Rafter – aye, Green – aye, Sampson – aye. Motion carried.

E. RESOLUTION 2023-07, INITIAL RESOLUTION AUTHORIZING \$210,000 GENERAL OBLIGATION BONDS FOR PARKS AND PUBLIC GROUNDS PROJECTS

Atwood/Harris moved to adopt Resolution 2023-07, Initial Resolution Authorizing General Obligation Bonds in an Amount Not to Exceed \$210,000 for Parks and Public Grounds Projects. Roll call vote: Harris – aye, Genrich – aye, Atwood – aye, Rafter – aye, Green – aye, Sampson – aye. Motion carried.

F. RESOLUTION 2023-08, PROVIDING FOR THE SALE OF NOT TO EXCEED \$3,805,000 GENERAL OBLIGATION CORPORATE PURPOSE BONDS, SERIES 2023A

Genrich/Harris moved to adopt Resolution 2023-08, Providing of the Sale of \$3,805,000 General Obligation Corporate Purpose Bonds, Series 2021A. Roll call vote: Harris – aye, Genrich – aye, Atwood – aye, Rafter – aye, Green – aye, Sampson – aye. Motion carried.

CITIZEN AND VILLAGE TRUSTEE APPOINTMENTS TO VILLAGE COMMITTEES/ BOARDS/ COMMISSIONS

Green / Sampson moved to approve the following citizen appointments to village committees, boards and commissions. Motion carried.

BOARD OF APPEALS

Bob Kapla	04/30/24
Michael Lefebvre	04/30/26

BOARD OF ETHICS

Bob Kapla	04/30/24
Jason Albertz	04/30/26
Marc Seidl	04/30/26

ECONOMIC DEVELOPMENT COMMITTEE

Alex Stein	04/30/26
Dan Fox	04/30/26
Gage Beck (2 nd alt to 1 st alt)	04/30/25
Carmen Gonzales (3 rd alt to 2 nd alt.)	04/30/24

Village Board Meeting (April 18, 2023)

Gerry Faller (3rd alt.) 04/30/26

HISTORIC PRESERVATION COMMITTEE

Sandy Juno 04/30/26

Denise Moore 04/30/26

PARKS, RECREATION & FORESTRY

Marc Seidl 04/30/26

BOARD OF REVIEW

Ed Houston 04/30/25

Sandy Juno 04/30/25

PLAN COMMISSION

Elizabeth Cody 04/30/26

Michael Lefebvre 04/30/26

Randy Lynn (2nd alt to Reg.) 04/30/24

Donna Capichano-Simmons (Reg. to 1st alt.) 04/30/25

PUBLIC WORKS COMMITTEE

Curt Beyler 04/30/26

Genrich/Atwood moved to approve the following citizen and village trustee appointments to village committees, boards and commissions. Motion carried.

CENTRAL BROWN COUNTY WATER COMMISSION

Christopher Sampson 04/30/24

Lynn Green (alternate) 04/30/24

ROOM TAX COMMISSION

Matthew Harris 04/30/24

BROWN COUNTY PLANNING COMMISSION BOARD OF DIRECTORS

Matthew Harris 04/30/24

Jim Rafter(alternate) 04/30/24

WEED COMMISSIONER

Sean Gehin 04/30/24

JOINT REVIEW BOARD

President - Jim Rafter 04/30/24

Trustee as alt. - Matthew Harris 04/30/24

Public Member- Michael Krutz 04/30/24

AD HOC FINANCE / PERSONNEL COMMITTEE

3 Trustees – Matthew Harris, Jim Genrich, Christopher Sampson 04/30/24

Brad Lange- Administrator 04/30/24

Julie Beauchamp- Finance Director 04/30/24

GREEN BAY METRO ADVISORY COMMITTEE

Christopher Sampson 04/30/24

Brad Lange 04/30/24

VERIZON WIRELESS FIRST AMENDMENT TO CELL TOWER LEASE LOCATED AT WEBSTER & 172 Harris/ Genrich moved to approve the first amendment to the Verizon Wireless Cell Tower lease. Motion carried.

ORDINANCE 2023-03, §5-2 (A), MEETINGS, RELATING TO LOCATION OF VILLAGE BOARD MEETINGS DESIGNATED BY THE VILLAGE BOARD

- Current ordinance states all Village Board meetings shall be held in Village Hall.
- Request to update the ordinance to allow meetings to be held outside of Village Hall if designated by the Village Board and identified in the public notice of the meeting.

Sampson/Genrich moved to approve Ordinance 2023-05, §5-2(A), Meetings, relating to the location of Village Board Meetings designated by the Village Board. Motion carried.

REQUEST TO HOLD VILLAGE BOARD MEETING ON MAY 2, 2023 AT THE SITE OF THE ORIGINAL VILLAGE TOWN HALL LOCATED IN HERITAGE HILL STATE PARK AT 2640 S. WEBSTER AVE. TO COMMENCE THE 150TH ANNIVERSARY CELEBRATION

B. Lange:

- Request to hold the Village Board Meeting on May 2nd at Heritage Hill State Park at the original Allouez Town Hall in honor of the 150th anniversary.
- Board consensus was to hold the meeting at 5:30 p.m. Park will be open to the public at 4:00 p.m. free of charge. There will be a food truck on site along with live music following the meeting.

Sampson/Atwood moved to hold the Village Board Meeting on May 2, 2023 at 5:30 p.m. at the site of the original Allouez Town Hall located within Heritage Hill State Park. Motion carried.

2022 BUDGET ADJUSTMENTS

Beauchamp gave an overview of the requested 2022 budget adjustments.

Green/Genrich moved to approve the 2022 budget adjustments. Motion carried.

2022 CARRYOVER REQUESTS & 2023 BUDGET ADJUSTMENTS

Beauchamp gave an overview of the various unused 2022 funds staff is requesting be carried over to 2023.

Harris/Sampson moved to approve the carryover requests submitted from 2022 and 2023 budget adjustments. Motion carried.

2023 STREET RECONSTRUCTION INSPECTION AND STAKING SERVICES

S. Gehin:

- Requested proposals from engineering consultants for assistance with the construction inspection and staking of the 2023 Street and Utility Reconstruction Projects.
- Received one proposal for inspection services from Ayres & Associates.
- Their inspection hourly rate of \$95/hr includes construction vehicle and any equipment necessary (laptop, camera, phone and protective equipment) to complete the work.
- Total estimated inspection cost (24 wks) is \$100,000.

Village Board Meeting (April 18, 2023)

- Mead & Hunt submitted a proposal to provide staking services in the amount of \$30,778.86.
- Gehin gave an overview of the construction inspection and staking scope of services.
- Recommended proceeding with the proposal from Mead & Hunt for construction staking and Ayres & Associates for inspection services for the AL-2023-01 & AL-2023-02 reconstruction projects.

Genrich/Atwood moved to approve the 2023 Street Reconstruction Inspection and Staking Services as recommended by village staff. Motion carried.

ARBOR DAY PROCLAMATION

The Village of Allouez proposed April 28, 2023 as Arbor Day urging all citizens to support efforts to care for our trees and woodlands, to support our Village's urban forestry program and to urge all citizens to plant trees to promote the well-being of present and future generations.

Genrich/Green moved to approve the Arbor Day Proclamation claiming April 28, 2023 as Arbor Day. Motion carried.

PROCLAMATION RECOGNIZING MAY AS HISTORIC PRESERVATION MONTH

Sampson/Harris moved to adopt the Proclamation recognizing May as Historic Preservation Month. Motion carried.

APPROVAL OF ALLOUEZ PLAN COMMISSION ANNUAL REPORT

T. Fuller:

- Gave an overview of the Plan Commission annual report which includes a list of major accomplishments, a proposed schedule of tasks to work on in the coming year, different opportunities for the commission to increase their knowledge as well as possible future tasks the commission might want to consider focusing on.

Genrich/Sampson moved to accept and place on file the Allouez Plan Commission Annual Report. Motion carried.

CONSENT AGENDA

Sampson/Harris moved to:

- Approve Village Board minutes dated 3/7/23, 3/21/23, 3/29/23
- Accept and Place on File minutes from:
 - Finance/Personnel Ad Hoc Committee dated 1/23/23
 - Parks, Recreation & Forestry Committee dated 2/28/23
 - Plan Commission dated 1/23/23 & 2/27/23
 - Public Works Committee dated 2/1/23, 3/15/23
- Approve accounts payable dated 3/3/23, 3/9/23, 3/10/23, 3/17/23, 3/24/23, 3/31/23, 4/7/23, 4/14/23

Motion carried.

2022 MS4 STORMWATER ANNUAL REPORT TO WDNR (S. Gehin)

S. Gehin:

- Pursuant to NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources to report on activities for the previous calendar year.

Village Board Meeting (April 18, 2023)

- Gehin gave an overview of the requirements necessary to comply with the permit. Supporting documents were completed and submitted with the report.
- Some of the notable stormwater activities completed by the Village in 2022 included:
 - o All About Allouez booklet, Village webpage and partnership with Northeast Wisconsin Stormwater Consortium (NEWSC) were utilized to inform and educate the general public on a number of stormwater related topics.
 - o Hired McMahon Associates to inspect a portion of the Village's storm sewer outfalls for illicit discharges (any substance discharged into our storm sewer other than clear water).
 - o Village owns eight ponds helping the village meet DNR water quality & quantity requirements.
 - o Village street sweeping in 2022 removed 226 tons of material.
 - o Fall clean-up (5 round trips, 244 truckloads)

FUTURE AGENDA ITEMS

- None

CONVENE INTO CLOSED SESSION

Sampson/ Harris 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 and Wis. Statute 19.85(1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved . Roll call vote: Harris – aye, Genrich – aye, Atwood – aye, Rafter – aye, Sampson – aye, Green - aye. Motion carried.

RECONVENE INTO OPEN SESSION

Sampson/ Harris moved to reconvene into open session. Motion carried.
No action taken.

ADJOURNMENT

Genrich / Atwood moved to adjourn at 8:07 p.m. Motion carried.

Minutes submitted by Carrie Zittlow, Clerk/Treasurer