



## VILLAGE OF TURTLE LAKE BOARD OF TRUSTEES REGULAR MEETING AGENDA

**FEBRUARY 3, 2020**

Notice is hereby given that the Board of Trustees for the Village of Turtle Lake will hold a Regular Meeting on **Monday, February 3, 2020, 6:00 PM**, at Village Hall, in the Municipal Chambers, located at 114 Martin Avenue East. This Final Agenda shall be posted on the Village Website, Village Hall, Library and the Post Office in compliance with WI Statutes. It is anticipated the Board will consider the following items:

### **I. CALL TO ORDER**

- A. Roll Call
- B. Pledge of Allegiance
- C. Disclosure of conflict of interest by members regarding any item on the agenda.

### **II. REVIEW OF CONSENT AGENDA**

- A. Bills and Claims
- B. Licenses
- C. Past Meeting Minutes

### **III. PUBLIC FORUM** (Citizen Input and Requests)

### **IV. OLD BUSINESS**

- A. Consider for Approval Resolution 2019-12; Increasing the Salary for the Municipal Judge Position Effective May 01, 2020.
- B. Discussion regarding fencing request at the Spare Time Bowling Alley.

### **V. NEW BUSINESS**

- A. Discussion regarding financial options with Tax Increment Finance District (TIF) #3.
- B. Discussion of possible qualifications or areas for Tax Increment Finance District (TIF) #4.
- C. Discussion of pending Village projects and recommendations for the best financing options.
- D. Discussion of proposed RFQ for Banking Services and other recommended options.
- E. Discussion regarding need for a public hearing for improvements to the Wastewater Treatment Plant Sludge Dryer, with an overall cost of \$280,000 - \$360,000, which could result in a residential user rate increase of up to \$2.00 per year.
- F. Review of proposed Industrial User Agreements for the Wastewater Treatment Plant.
- G. Review and Approval; Ordinance 2020-02, Sewer Ordinance.
- H. Review and Discussion of proposed improvements to West Side Park.
- I. Consideration and Possible Action with regard to an Employee Compensation Issue. Please Note: The Board may enter Closed / Executive Session to discuss consideration, compensation, and performance evaluation data, allowable under WI Statutes Section(s) 19.85(1)(c).

## **VI. DEPARTMENTAL REPORTS**

- A. Administration
- B. Public Safety
- C. Public Works
- D. Library

## **VII. ADJOURNMENT**

Prepared By: Scott W. Hildebrand, Village Administrator

\*The Board may reenter into Open Session to act on the subject matter discussed in Closed/Executive Session as previously defined. Also, for the convenience of members of the public, the Board may exit the Municipal Chambers to convene in closed/executive session and relocate to the Village Hall Conference Room and will reconvene in open session in the Municipal Chambers.

\*\*This is an open meeting, open to the public, subject to the Wisconsin Open Meetings Law. The Village of Turtle Lake is committed to providing reasonable accommodations for persons with disabilities upon request of the individuals. Individuals with disabilities requiring an accommodation to attend the meeting should contact the Village Clerk / Treasurer in a timely manner at (715) 986-2241.

\*\*\* For additional information on any agenda item, please contact (715) 986-2241.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

DISCLOSURE OF CONFLICT OF INTEREST BY MEMBERS REGARDING  
ANY ITEM ON THE AGENDA

## REVIEW OF CONSENT AGENDA

A. Bills and Claims

B. Licenses

C. Past Meeting Minutes

1. Attached are the Minutes from the January 20<sup>th</sup> regular Board Meeting as prepared by the Village Clerk / Treasurer.

## RECOMMENDED ACTION

Staff recommends motion to approve the Consent Agenda as presented / amended.

## PUBLIC FORUM

## OLD BUSINESS

- A. Consider for Approval Resolution 2019-12; Increasing the Salary for the Municipal Judge Position Effective May 01, 2020.

During the 2020 Budget preparation, an additional \$100 per month was set aside for the Municipal Judge's salary.

This wage increase would not take effect until following the election and a new term is commenced on May 01, 2020.

When presented on December, 16, 2019, the Board tabled this matter to a later date.

Additional wage comparison information is attached.

Should the Board choose to proceed.

### RECOMMENDED ACTION

Staff recommends a motion by the Board to approve / deny Resolution 2019-12, which increase the Municipal Judge's salary by \$100 per month effective May 01, 2020.

## B. Discussion regarding fence request at the Spare Time Bowling Alley.

At the January 20<sup>th</sup> meeting, Administrator Hildebrand presented a bid for roughly \$2900 to install gates on the chain link fence at the Spare Time, pending owner approval.

On January 21<sup>st</sup>, Hildebrand met with the Tourism Commission to request financial assistance with the project. The Tourism Commission approved an amount of \$1,400 for the gate installation.

On January 22<sup>nd</sup>, Hildebrand met with Harland Becker, who discussed two proposals.

1. Would the Village be interested in selling the strip of land which is currently used for the trail, South of the Spare Time?
2. Would the Village consider installing a wooden fence between the properties, on the East side of the Spare Time?

The discussion with the wooden fence is that it would act as a sound barrier, keep lights from flashing in the windows of the housing units, and would also ensure that sleds would not go onto the parking lot or property of the housing unit.

Hildebrand subsequently requested a bid for a wooden fence. (See attached).

Should the Board choose to proceed.

### RECOMMENDED ACTION

Discussion Only / No Action

## NEW BUSINESS

### A. Discussion regarding financial options with Tax Increment Finance District #3.

Sean Lentz from Ehler's will be present to discuss future planned TIF #3 projects, and provide a financial forecast for when those items may be completed.

Discussion will also be had as to TIF requests, and an appropriate time to discuss ending the TIF #3.

Should the Board choose to proceed.

### RECOMMENDED ACTION

No Action / Discussion Only

B. Discussion regarding options and qualifications for starting a Tax Increment Finance District #4.

Sean Lentz from Ehler's will be present to discuss possible changes in legislative qualifications and recommendations for the ability / timing of starting a TIF #4.

Should the Board choose to proceed.

**RECOMMENDED ACTION**

No Action / Discussion Only

c. Discussion of pending Village projects and recommendations for the best financing options.

During previous Board Meetings and budget discussions, Administrator Hildebrand brought up the need to invest in several Village projects to include:

Library Roof / possible room expansion – \$100,000+

Police Department roof, bay doors and possible remodel - \$100,000

Equipment for the Street Department - \$75,000

Splash Pad / Park Improvements -

And others

Sean Lentz from Ehler's will be present to discuss options for the proper borrowing / CIP planning of future projects.

Should the Board choose to proceed.

**RECOMMENDED ACTION**

No Action / Discussion Only

D. Discussion of proposed RFQ for Banking Service and other recommended investment options.

Due to the low rate of return received by the Village's investment accounts, Administrator Hildebrand drafted an RFQ for Banking Services, to be sent out to area banks.

Sean Lentz and Ryan Miles from Ehler's will be present to discuss various investment options which are acceptable for government entities.

Should the Board choose to proceed.

**RECOMMENDED ACTION**

No Action / Discussion Only

- E. Discussion regarding the need for a public hearing for improvements to the Wastewater Treatment Plant Sludge Dryer, with an overall cost of \$280,000 to \$360,000, which could result in a residential user rate increase of up to \$2.00 per year.

Jon Strand will be present to discuss the proposed change of plans, which will require a public hearing.

Should the Board choose to proceed.

### RECOMMENDED ACTION

Staff recommends a motion to publish a notice scheduling a public hearing regarding improvements to the Wastewater Treatment Plant Sludge Dryer, with an overall cost of \$280,000 to \$360,000, which could result in a residential user increase of up to \$2.00 per year.

F. Review and Approval of proposed Industrial User Agreements for the Wastewater Treatment Plant.

Jon Strand will present and discuss the proposed Industrial User Agreements for the Wastewater Treatment Plant.

Should the Board choose to proceed.

**RECOMMENDED ACTION**

Staff recommends a motion to approve / deny the proposed Industrial User Agreements for the Wastewater Treatment Plant.

## G. Review for Approval; Ordinance 2020-02: Sewer Ordinance

Due to the pending expansion of the Wastewater Treatment Plant, Administrator Hildebrand has worked with Staff to update the Sewer Ordinance.

Should the Board choose to proceed.

### RECOMMENDED ACTION

Staff recommends motion to approve / deny Ordinance 2020-02: Sewer Ordinance

## H. Review and Discussion of proposed improvements to West Side Park.

Hildebrand will present proposed concept drawings of improvements to West Side Park.

Should the Board choose to proceed.

### RECOMMENDED ACTION

No Action / Discussion Only

I. Consideration and Possible Action with regard to an Employee Compensation Issue.

\*The Board may enter Closed / Executive Session to discuss consideration, compensation, and performance evaluation data, allowable under WI Statutes Section(s) 19.85(1)(c)

Should the Board choose to proceed / Following Closed Session.

**RECOMMENDED ACTION**

Staff recommends a motion by the Board to approve / deny the requested action.

## DEPARTMENTAL REPORTS

A. Administration

B. Public Safety

C. Public Works

D. Library

## ADJOURNMENT