



# REVISED - SPECIAL JOINT MEETING OF REDEVELOPMENT AUTHORITY AND VILLAGE BOARD MINUTES

September 07, 2023 at 5:00 PM

Kronenwetter Municipal Center - 1582 Kronenwetter Drive Board Room (Lower Level)

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## 1. CALL MEETING TO ORDER

Village Board president Chris Voll called the meeting to order at 5:00 PM.

### A. Pledge of Allegiance

Those in attendance cited the pledge of allegiance.

### B. Roll Call - Village Board

#### VILLAGE BOARD MEMBERS PRESENT

Village President Chris Voll

Trustee Sean Dumais

Trustee Alex Vedvik

Trustee Chris Eiden

Trustee Kelly Coyle

Trustee Ken Charneski - entered the meeting late @ 5:21 PM.

#### VILLAGE BOARD MEMBERS ABSENT

Trustee Tim Shaw

#### STAFF PRESENT

Clerk Bobbi Birk-LaBarge

Finance Director Lisa Kerstner

Contractor Duane Gau

Community Development Director Pete Wegner

#### GUEST(S) PRESENT

Robert Roth; RPS Roth Professional Solutions

### C. Roll Call - Redevelopment Authority

#### REDEVELOPMENT AUTHORITY MEMBERS PRESENT

Pat Kilsdonk

Randy Fifrick

Terry Radtke

Lane Loveland

Chris Eiden

Chris Voll

## 2. ANNOUNCEMENT OF CLOSED SESSION

Village Board President Chris Voll announced the upcoming closed session.

### 3. PUBLIC COMMENT

Please be advised per State Statute Section 19.84(2), information will be received from the public. It is the policy of this Village that Public Comment will take no longer than 15 minutes with a three-minute time period, per person, with time extension per the Chief Presiding Officer's discretion. Be further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.

No Public Comment

### 4. CONSENT AGENDA

#### D. Approval of the May 8, 2023 Meeting Minutes

*Randy Fifrick made a motion to approve the May 08, 2023, minutes with the correction "Lane" gets an "E" added to his name. Chris Eiden seconded the motion. Motion carries 6:0 by voice vote.*

*Randy Fifrick makes a motion to amend his previous motion and strike the wording of a "joint" meeting at the top of the May 08, 2023, meeting minutes and to add a "Y" to his name in the minutes. Pat Kilsdonk seconded the motion to approve with corrections. Motion carries 6:0 by voice vote.*

### 5. REPORTS FROM STAFF AND VENDORS

#### E. Finance Director - TID Reports

Finance Director Lisa Kerstner explains she handed out the (4) TID's, the PNL's and the standing balance of each TID account. RDA member Randy Fifrick advises Kerstner he had some questions in regard to the TID accounts. Fifrick believes some corrections are warranted. Kerstner explained she spoke with Interim Administrator Kim Manley and the payment was made based on the previous year's information and the TIDs were split as discussed, that year. Kerstner informed the members she could split them however is best. President Voll suggests since each TID has its own line item, each TID should be split about 25%.

### 6. NEW BUSINESS

#### F. Discussion: Consideration of closing TID 3

Finance Director Lisa Kerstner explained TID 3 is sitting fine and there are no loans on the books. She explained TID 3 is sufficient on its own. Kerstner asked the members if they wanted to close TID 3 out or keep it open for borrowing purposes. Terry Radtke asked Kerstner if TID 3 can donate. Kerstner explained there is an option to donate TID 3 funds to TID 2 for some projects. RDA member Randy Fifrick corrected Kerstner and explained the way the funds are set up is TID 3 and TID 2 can donate to TID 4. Fifrick explained to the members if they wanted to keep TID 3 open to be able to donate to TID 4, more information is needed as to where TID 4 is financially sitting. Fifrick explained TID 3 doesn't donate a lot of revenue but will jump up significantly this upcoming budget year. TID 4 has a positive cash flow. TID 3 has room for development. The only room for development in TID 4 is if G3 Industries expands towards the municipal center. Randy Fifrick explained the members need to have a complete understanding of where TID 4 is sitting financially.

#### G. RDA Action: Recommendation to close TID 3

*RDA member Randy Fifrick made a motion to recommend the village board not close TID 3. Terry Radtke seconded the motion. Motion carries 6:0 by voice vote.*

#### H. Village Board Action: Approval of closing TID 3

*No Action Taken*

#### I. Discussion and Possible Action: Resolution 2023-005; Tax Incremental District (TID 3) Termination

*No Action Taken*

#### J. Discussion: Robert Roth Report - Lift Station 8 and 4

Robert Roth explained he was hired to do an assessment on lift stations 8 and 4. Lift station (LS) 8 and Lift Station (LS) 4 are within the TID expenditure range and are linked in system required upgrades that are needed for TID2 development as well as future capacity within the 208 area, those projects are recommended to be moved along a timeframe that allows for contracting by the end of 2024 prior to the close out deadline of TID2. The ultimate design and final improvement schedule will be identified as more detail and design is completed. But overall, the improvements would go towards better

system reliability, improved planning capacity, and orderly minimization of long-term replacement costs with those lift stations.

K. Discussion: TID 2 Projections

Finance Director Lisa Kerstner explained the projects listed in TID 2. Trustee Charneski questioned if the projects listed on page 37 of the packet are necessities or discretionary. Kerstner explained the projects can be changed up. Contracted village consultant Duane Gau explains due to the short period of time left the village would want to look at concrete projects that would benefit the village in the future. Trustee Charneski mentioned his main concern is the language reads projects should only start if they are justifiably imminent. Charneski worries if the committee approved something, the committee will be accused of violating the agreement currently written in the documents. RDA member Randy Fifrick explained the materials in the meeting are introductory and doesn't limit the factors in which one chooses to do. Fifrick explained there will be a surplus at the end and gives the village an opportunity for new development which in turn will create a new tax base.

**7. OLD BUSINESS**

L. Award engineering consultant contract for the design of Lift Stations 8-4 TID 2

RDA member Randy Fifrick believes if the village is going to spend money, they need to look at infrastructure maintenance issues within the district. Any major capital projects being looked at in the next 5-10 years definitely need to be reviewed. If there is a project the village can bid out before the 2024 deadline it will extend the expenditure period even longer.

M. RDA Action: Motion to recommend that the Village Board enter into agreement with RPS for the upgrade design of lift stations No. 8 and 4 according to RSP Lift Station and Sewer Capacity Study Project report submitted to the Utility Committee on August 1, 2023.

*Motion by Randy Fifrick to take no action. Motion seconded by Chris Voll. Motion carries 6:0 by voice vote.*

N. Village Board Action: Motion to approve a contract agreement with RPS for the upgrade design of lift stations No. 8 and 4 according to the RSP Lift Station and Sewer Capacity Study Project report submitted to the Utility Committee on August 1, 2023.

*Motion by Trustee Sean Dumais to approve the contract with RPS for the upgrade design of lift stations No. 8 and 4 according to the RSP Lift Station and Sewer Capacity Study Project contingent upon the RDA getting the approval for the project amendment and if not, it will get sent to the utility committee for vote. Motion seconded by Trustee Eiden. Motion carries 6:0 by roll call vote.*

O. Award engineering consultant contract for the design of Beranek Road roadway, sewer, water mains and trail. And Village Rd., Jamroz Rd., and Flanner Rd. TID 2 (Project A-B)

RDA member Randy Fifrick states from the RDA perspective the list needs to be looked at to see what monies are being spent on before contracts are made.

*RDA member Randy Fifrick makes a motion to take no action. Motion seconded by Terry Radtke. Motion carries 6:0 by voice vote.*

**RDA member Lane Loveland left the meeting @ 6:20 PM.**

P. Village Board Action: Motion to approve a contract agreement with RPS for the Designs of Beranek Roadway, Sewer, Watermains and Trails. And roadway design of Village, Jamroz, and Flanner Roads. TID 2

*No Action Taken.*

8. Consideration of Motion to convene into closed session pursuant to Wis. Stat. §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 to wit "TID 2 Properties".

RDA member Chris Eiden reads aloud consideration of motion to convene into closed session for consideration of motion pursuant to Wis. Stat. §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 to wit "TID 2 Properties.

*Motion by RDA member Terry Radtke to move into closed session. Seconded by Pat Kilsdonk. Motion carries 5:0 by roll call vote.*

President Chris Voll read aloud consideration of motion to convene into closed session pursuant to Wis. Stat. §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 to wit "TID 2 Properties".

*Motion made by Trustee Vedvik, Seconded by Trustee Coyle to move into closed session.*

*Voting Yea: Village President Voll, Trustee Dumais, Trustee Charneski, Trustee Vedvik, Trustee Eiden, Trustee Coyle. Motion carries 6:0 by roll call vote.*

President Chris Voll states staff and village consultant Duane Gau are invited to be present during closed session.

***Closed session begins at 6:20 PM***

Q. CLOSED PACKET MATERIALS

Closed session materials were distributed.

**9. CONSIDERATION OF MOTION TO RECONVENE INTO OPEN SESSION**

*Motion by Trustee Kelly Coyle, Seconded by Trustee Chris Eiden to resume into open session. Motion carries 6:0 by roll call vote.*

***Open session begins at 7:01 PM.***

R. Village Board Action: Approve Scott Williams Appraisal Inc. for appraisal of parcels in TID 2.

*Motion by RDA member Chris Voll to take no action. Motion seconded by RDA member Chris Eiden.*

*Motion carries 5:0 by voice vote.*

S. Discussion and Action: Consideration of contacting commercial developers

*Motion by RDA member Chris Voll to take no action. Motion seconded by RDA member Chris Eiden.*

*Motion carries 5:0 by voice vote.*

*No action by the Village Board is needed due to no action taken by RDA on items 9R and 9S.*

**10. CONSIDERATION OF ITEMS FOR FUTURE AGENDA**

President Voll states this item should not be on the agenda due to the next RDA meeting not being a joint meeting.

**11. ADJOURNMENT**

*Motion by RDA member Chris Eiden, seconded by RDA member Pat Kilsdonk to adjourn. Motion carries 5:0 by voice vote.*

***RDA meeting adjourned at 7:10 PM.***

*Motion made by Trustee Eiden, Seconded by Trustee Shaw to adjourn.*

*Voting Yea: Village President Voll, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Charneski, Trustee Coyle. Motion carries 6:0 by voice vote.*

***Village Board meeting adjourned at 7:11 PM.***

Minutes by: Clerk Bobbi Birk-LaBarge

Minutes Approved by RDA on: December 07, 2023

Minutes Approved by Village Board on: December 11, 2023