



BOARD OF TRUSTEES MEETING MINUTES

March 14, 2023 at 7:00 PM

Ridgeway Community Center - Room 101/102 208 Jarvis Street, Ridgeway, WI 53582

CALL TO ORDER AND ROLL CALL

Meeting called to order by Chair Casper at 7:00 pm.

PRESENT: President Michele Casper; Trustee Cindy Niehaus; Trustee Kellee Venden; Trustee Ruth Nevins; Trustee Rick Short; Trustee Julene Garner; Trustee Steve Vosberg, Dale Peterson-Director of Public Works, Hailey Roessler-Clerk/Treasurer, Braden Losby - Streets and Parks Superintendent

CONFIRMATION OF OPEN MEETING

Roessler indicated this was a properly noticed meeting posted on March 13, 2023, at the Ridgeway Community Center, and the Village website with notification sent via email/text to subscribers.

PLEDGE OF ALLEGIANCE

The pledge was recited.

PUBLIC COMMENT

There was no one wishing to speak.

CONSENT AGENDA

Motion by Nevins, Seconded by Short, to adopt the consent agenda as presented. Motion carried.

1. Minutes to be Adopted: 02/14/2023 Board Meeting Minutes
2. ACH Payments and General Fund Disbursements
3. Authorize UTV Repair Payment to Mueller Implement for Invoice 01-35471 in the amount of \$1,267.83
4. Adoption of Agenda

ANNOUNCEMENTS, DEPARTMENT REPORTS, AND CORRESPONDENCE

5. Announcements

Roessler asked for a Trustee not up for election to volunteer to complete the 2023 Board of Review Training as required by state law. Trustee Vosberg volunteered to complete the Board of Review Training for 2023.

Casper informed the board that all the lots in Cardinal Way have sold. Casper also indicated that the Easter Egg Hunt would take place on Friday, April 7, 2023 at the Ridgeway Community Center with a community movie to follow.

6. Department Reports

Reports were received and filed.

7. Correspondence

Rick Short presented draft information from the ad hoc Joint Fire District meetings he has been attending and its importance for the 2024 Board Budget Discussions and handed out a draft budget for the 2024 EMS comprising of two additional staff members. They will be appointing a board to oversee the district in the near future that comprises of representatives from all areas served.

ITEMS FOR CONSIDERATION AND ACTION

8. Ehlers Investment - Tami Olszewski Senior Investment Advisor

Tami Olszewski Senior Investment Advisor was present to discuss investment opportunities for the Village of Ridgeway and present Ehler's investment strategy and opportunities with utilizing their services.

Motion by Venden, Seconded by Niehaus, to authorize Ehler's as the investment consultant to the village. Motion carried with Garner opposed.

9. Replacement of Radiant Heat System at Ridgeway Fire Station - Ridgeway Fire Department

Chief Joe Thomas and Jason Nies were present to describe the heating situation for the Ridgeway Fire Department. The current heaters are 38 years old. Chief Thomas is requesting \$6 to \$7 thousand from the capital replacement fund to increase the efficiency of the current system and avoid increasing replacement cost for the current coils.

The board had no objections.

10. Lift Station Guide Rail Repairs

Dale Peterson, Director of Public Works, updated the board regarding the estimates for the repair of the lift station guard rails as discussed at the previous month's meeting. Estimate options were discussed.

Motion by Short, Seconded by Vosberg, to authorize B&M Technical Service to complete the work at the Collins Street Lift Station for \$4,334.00.

11. Wastewater Treatment Plant Infiltration and Inflow Update - Dale Peterson, Director of Public Works

Dale Peterson-Director of Public Works, informed the board about recent snow melt and possible stormwaters effect on the treatment plant's infiltration and inflow. Dale will continue to find possible solutions to pooling of water around a series of manholes at the end of Richard's Street. This is the bottom of the basin and collects the great majority of stormwater from the village and funnels it down from the floodplain and under Highway 18/151.

12. CDBG Income Survey and Engineering Preparation for a potential Farwell Street/Main Street Project from Richards Street north to Grove Street

Roessler indicated that Bart Nies from Delta3 informed her that trustees could choose to proceed with the Income Survey, and the only cost would be for postage and envelopes. Once we perform the "Main Street Walk" and the Village is able to provide him more specific Project Scope/Village components (i.e. sidewalks, curb and gutter, street lighting, "triangle areas' reconfiguration/elimination", etc.) on what the Village wants to see incorporated in the Project, then he can estimate the engineering fees for Design/Plans/Specs that were not a planned expense in 2022 for 2023.

Motion by Nevins, Seconded by Garner, to authorize a CDBG Income Survey for Farwell Street and Main Street service area from office supplies budgets. Motion carried.

13. Park Project Topographic Survey and Village Green Boundary Survey

Roessler indicated that Parkitecture needed a topographic survey of the village park in order to begin the design and specifications for the DNR Stewardship Grant Funded 2023 Park Improvement Project. Estimates were obtained from Jewell Design and Engineering and Full Circle Engineering and Surveying with Halverson and Schmitt declining the opportunity as they were fully committed to other projects at this time.

Motion by Venden, Seconded by Short, to authorize Jewell Associates to perform a topological survey for the 2023 Park Improvements Project and village green boundary survey for \$6,500.

14. Agility Ramp for Dog Park - Kirby Built

The Ridgeway Park and Recreation Commission is requesting to spend a portion of the \$793.90 raised in Dog Park Donations on an agility ramp for the Village of Ridgeway Dog Park.

Motion by Nevins, Seconded by Venden, to authorize the expenditure of \$760.23 of dog park donations on a Top Dog A-Frame Ramp from KirbyBuilt. Motion carried.

15. Park Shelter Floor Repair

Braden Losby, Streets and Parks Superintendent, outlined the estimate and changes provided by Renu Sealcoating for repair of the park shelter floor.

Motion by Niehaus, Seconded by Vosberg, to authorize the repair of the Park Shelter Floor from the Public Property and Events Fund/2022 Concession Stand Sale Proceeds for \$3,900 by Renu Sealcoating. Motion carried.

16. Well Street Land Gap, Hubbard Utility Easement - Title Search for CSM

Roessler indicated that Local Title had pulled many documents and maps and are trying to work through the information and meet some pressing closing deadlines for other matters. Corine Carey estimated that they would need to search three property owners, going back 60 years. The maximum it would be is \$375 per property owner or \$1125.

Motion by Nevins, Seconded by Vosberg, to authorize up to \$1,125 for a title search on land surrounding Well Street to survey and title property in the gap area and allow for a recorded utility easement for new construction off Stonier Lane. Motion carried with Short abstaining.

17. Roofing Options for Ridgeway Community Center

Roessler explained available funds for the community center and park and recreation projects. Vosberg explained the current roof situation and the quotes received from the various contractors. Vosburg will follow up with a couple of builders and report back to the board in April.

18. Ridgeway Volunteer Library Coordinator and Summer Programming

Roessler indicated that the proposed contract was to spend out a donation from Malcolm Stack Foundation for library programming and events coordinated by a newly certified teacher over the course of the summer.

Motion by Venden, Seconded by Niehaus, to authorize the expenditure of up to \$1,500 provided by the Malcolm Stack Foundation, to hire Brianna Johnson to offer a summer story time once a week for 11 weeks with a budget of \$800. Motion carried.

19. Payment of Municipal Loan x7010 dated March 15, 2023

Roessler indicated the attached payoff statement was for principal and interest on the street portion of the 2018 CDBG Project loan.

Motion by Short, Seconded by Garner, to authorize the payoff of Municipal Loan 17010 in the amount of \$17,865.97. Motion carried.

ADJOURNMENT

Motion by Venden, Seconded by Garner, to adjourn at 9:50 pm. Motion carried.