

## Proceedings of the Regular Monthly Meeting

### Village of Rudolph Board of Trustees

January 11, 2022

The meeting was called to order by the Board President, Bruce Kniprath at 6:00 p.m., and was opened with the Pledge of Allegiance.

Present: Trustees Larsen, Steinle, VanAsten, Ziebell, and Treasurer Pawleski, Clerk Kelnhofer had an excused absence.

President Kniprath moved to accept the December minutes with the following correction re Sewer Computer. The total cost for the license was \$1,218.53. Motion was seconded by Trustee Steinle. Motion carried unanimously.

### Old Business

**Damage to Tony Konkol Property.** President Kniprath reported that in the spring, the Village will repair the damages and a bill will be sent to the trucking company that caused the damage.

**Street Lights.** President Kniprath contacted Alliant Energy again about street lights that are out. He will submit a report again on Wednesday, 1/12. Repairs are reported online. A telephone call to Alliant Energy will not generate speaking with someone.

### New Business

**Bittersweet Drive:** Trustee Larsen has temporarily put up a dead end sign. He will permanently install the sign in the spring.

**School Addition:** Edward Alison and Mistie Rodberg from WR School District presented plans for the addition of a school gymnasium, storage rooms, and bathrooms. Presently, the cafeteria and gymnasium share the same space. The new area will be a venue for after school events and will have a separate entrance. The new area will be closed off for after school events. The school is near capacity with enrollment considering the new guidelines for social distancing. Think Academy is the only school in the District that, presently, shares a cafeteria and gymnasium. The site is zoned R1. As far as President Kniprath knows the WR School District was given a conditional use permit for that zoning. A site permit is not issued by the Village. It is the responsibility of the arbiter or engineer to submit the plans. The bathrooms for the new addition will connect with the existing sewer. Work on the project is scheduled for late March or early April, when the frost is out of the ground. Completion is anticipated for October/November of 2022. This is if there are no delays in product availability, delivery and/or labor.

**Ordinance Officer:** Brandon Burroughs, our new Ordinance Officer has suggested that the Village connect with the Grand Rapids court system. Saratoga now works with Grand Rapids. Grand Rapids Clerk told Trustee Steinle that they presently do not have a judge. It is their hope that someone will be a write-in candidate on the April ballot. There will not be a charge. Trustee Steinle spoke to Sue Schill, WR attorney, who will accept the Village. There is not a fee to the City. Our best bet is to wait because we do not have an ORI number. Brandon and Trustee Steinle have talked to people at the Department of Justice re the need of an ORI number. Trustee Steinle has almost everything that is needed for the

Village to obtain the number. She has drafted a letter that both she and President Kniprath will sign explaining why we are applying for the ORI. What Trustee Steinle needs is an explanation to whom the Village has given law enforcement authority. There is nothing in the Ordinance Book. Trustee Suzda spearheaded the effort to change the Village's law enforcement officer from Constable to Ordinance Officer. As soon as Trustee Steinle has the information re this position, the request for the ORI will be submitted to the Department of Justice. Trustee Larsen expressed the interest by Brandon for the position, saying that Brandon is very knowledgeable.

**Land Purchase in Industrial Park and Tom Stashek.** On Wednesday, 1/12, President Kniprath will sign the papers re sale of land in the Industrial Park to Jaco Trucking. Mr. Stashek rents some property, which is not in the surveyed section for the sale. He rents 48.8 or 49.5 acres. President Kniprath will talk to Mr. Stashek. Our Village Attorney said we have nothing to worry about.

**Updated Cost of Lots in Industrial Park.** Trustee Steinle asked if we can obtain some current suggested values of the lots. This should be an agenda item for the February meeting.

**Fire Numbers in Industrial Park** Woloskek's have been given a number of 1661. Packages were not getting delivered to Adamski (Jaco Trucking) in the Industrial Park. Jessie Adamaski and Trustee Steinle have emails going back a year, attempting to work with Emergency Management of Wood County for a fire number. Jessie and Trustee Steinle were referred to the Post Office. The Village does not do signs on posts. Numbers are on buildings. Jessie is asking for an actual number, not for a plaque to put on the building. Emergency Management can provide a number on a post at a cost of \$30. If it is delivered, the cost will include \$20/hour and mileage for delivery. The Village Board can offer Jessie (Jaco Trucking) the plaque at a cost of \$30 that they will have to install. Trustee Larsen will ask Fire Chief Tony Konkol if the number for the Jaco Trucking Building should be on a post at the entrance to the park or if it should be on the building. If the fire numbers have to be put on posts by the road, Trustee Larsen will ask the Fire Chief what color is preferable.

**United Ambulance Service.** Treasurer Pawelski reported that she has not received a bill for ambulance services from United it is usually sent semi-annually and comes in January. She assumes that we still have a contract with them. A suggestion was made that it might be that someone from Grand Rapids, who is on that committee, is ill and out of the office. And, for this reason, the bill may not have been sent.

**New Housing Development in Village.** Shane Ruesch is interested in building a multi-family unit of one or two duplexes on a lot that is presently zoned R2. The area needs to be re-zoned R3. The Atrium, (a 12 unit apartment building) which Mr. Ruesch owns, is currently zoned R2. This parcel has been grandfathered in. In order to re-zone the parcel Mr. Ruesch is interested in developing, there will have to be a public meeting open to adjacent property owners, giving them an opportunity to voice concerns. Before the meeting can be scheduled and property owners notified, Mr. Ruesch must submit in writing, a request for the re-zoning. This can be on the agenda for the February 2022 meeting, as Mr. Ruesch wishes to begin construction this summer. Trustee Steinle will email Mr. Reusch telling him what is required of him. Then, the letters to adjacent property owners will be mailed. The re-zoning meeting will begin at 5:30 p.m., one half hour before our regular Board meeting, February 8, 2022.

**Sale of Property.** As an aside to Trustee Ziebell, Trustee Steinle told her that Nathan Fuller has purchased the property at 1572 1<sup>st</sup> Street North. He has been given the first quarter 2022 sewer bill.

**Ice Skating Pond.** Trustee Steinle reported that there remains \$787.84 in a grant that has been received for the ice skating rink on Main Street (behind the tank and shelter). Kolo's expense totaled \$500. A plastic liner, estimated cost of \$200, was donated. This leaves a balance of \$287.84 in the grant account. Should the Village hold the extra funds for anticipated ice rink expenses, such as a new liner which will probably be needed next year? A response to the grant is not due until March 1<sup>st</sup>. The Village Board should consider what to do and report at next month's meeting. An additional expense that can be considered is markers for parking places at the rink.

**Village Telephone.** Should the Board members take monthly turns picking up messages on the Village telephone? Trustee Larsen suggested the proposal because, recently, Trustee Steinle, was in the Village Hall, noticed the blinking light on the phone, and picked up numerous messages, some dating back months. Trustee Van Asten suggested that the messages can be accessed from your home phone. Trustee Larsen recommended Trustee Van Asten be the person to retrieve messages. Unanimous approval of the Board.

**Resident Question.** Village resident Gary Erickson inquired about the name of the Village insurance carrier (Spectrum – a company that deals with municipalities). Mr. Erickson requested a meeting with the Board to review our insurance with the insurance for the Trickle Memorial Fund. Presently, the TMF is paying \$1,400 yearly and the policy may still contain a construction clause. Sometime in February, the Board and members of the TMF will meet to discuss the subject.

**Ordinance Book on PDF.** Trustee Steinle asked if the Board is interested in having the 500+ pages of the Village Ordinance Book put in pdf form. She has gotten a quote from Staples for \$500 and from Vis-A – Print for 20 cents per page. It will be accessible through Adobe Acrobat, which every computer should have. If information has to be added or deleted, access to Adobe Acrobat pro is needed. The program cost about \$100 a year. Trustee Steinle is investigating the possibility of obtaining the program free of charge. President Kniprath read the copyright paragraph in our Ordinance Book. Our Village attorney has told us there is not a problem with publishing our ordinances on our website. For Trustee Steinle, it is cumbersome to look through the book, take a picture, and forward information to whomever. She can more easily access the information from her computer. If the Village Board does not want the pdf format of the Ordinance Book, Trustee Steinle will have the work done at her own expense for her personal use.

**Acknowledgement Letter.** Resident Erickson asked if the Village will be sending acknowledgement of contributions, for tax purposes, for re-location of Village park playground equipment. He was told that this will be done.

## **Correspondence:**

**First State Bank Location.** First State Bank, on Friday April 8, will be closing its facility in Park Ridge, Stevens Point. Their new location at 5500 Carrie Frost Drive in the Portage County Business Park, Plover, will open April 11.

**Review of Village Insurance.** Review of insurance related issues will be an item for next month's agenda. For instance, the roof on the shelter by the tank on Main Street. If the roof should collapse to the ground, it will cost approximately \$15,000 to repair/replace. All of the Village property is listed at 1580

Main Street. Basketball hoops and nets at the park, for example, are not included. The replacement cost for these would be \$1,500 to \$2,000.

**Highway 13/34 Street Lights.** Clerk Kelnhofer has received a letter from Brad Hogart, Alliant Energy. There is a better rate for the street lights on Highway 13/34. Alliant Energy has gone back two years to adjust the charges. Result is that the Village is eligible for a \$2,000 credit. This can be used as a monthly credit on our statement and will take about a year to deplete. Or, the Village can request a \$2,000 check. Trustee Larsen suggested that the Village take the money, put it in a separate account, and use the funds to replace burnt out lights. With replacing burnt out bulbs with LED bulbs and the reduction in cost, the Village should see a substantial reduction in street light expenses on Highway 13/34.

**Bills:**

Trustee Larsen moved, seconded by Trustee Van Asten, to accept bills as printed. Motion carried unanimously.

Trustee Steinle moved, seconded by Trustee Larsen to adjourn the meeting. Motion carried unanimously.

Respectfully submitted:

Barb Ziebell, Substitute Clerk