

**Village of North Hudson
Regular Board of Trustees Meeting
Tuesday, October 4, 2016 @ 7:00 P.M.
Village Hall, 400 7th Street North
Hudson, WI 54016**

Minutes

Call to order; Invocation; roll call

President Stan Wekkin called the meeting to order at 7:00 p.m. Invocation read by Wekkin. Answering the call were Trustees Head, Nelson, O'Brien-Berglund, Zais, and Zappa. A quorum was present and the meeting had been duly noticed. It was noted that Trustee Pike was absent. Also in attendance were the Police Chief, Mark Richert; Village Engineer, Kevin Oium; Public Works Director, Mark Ekblad; Village Attorney, Terry Dunst; Village Administrator, Gloria Troester; and Village Clerk, Melissa Luedke.

Approval of the minutes: Regular Board Meeting of September 6, 2016

Motion (O'Brien-Berglund/Zappa) to approve the Regular Board minutes of September 6, 2016. Motion carried.

Comments from the floor

Gary Stewart at 503 Wisconsin St N was present. He asked how many times the by-laws have been changed. Wekkin stated that the Board cannot discuss items not on the agenda. Stewart questioned why the snow plowing ordinance (winter parking ordinance) has not been put in place. Dunst stated that the Board cannot answer questions this evening on items he has mentioned, however, the Board can listen to the statements and possibly forward to a committee if that is appropriate. Head stated that Stewart can email information to him and he can update him on where it is at.

Application for Conveyance of Land filed by David Burnley

Motion (Zappa/O'Brien-Berglund) to approve the application for conveyance of land between the adjoining properties of David Burnley at 811 Riverside Drive N and XXX Bluebird Court N. David Burnley at 811 Riverside Drive N was present. He stated that they had conveyed a 5 foot strip down the side of his property to the water at the last meeting. This conveyance is removing the 5 foot strip and putting the lots back to how they were previously. Motion carried.

2016-2017 Cigarette License for Starr's Bar & Grill

Motion (Nelson/Head) to approve the "Over the Counter" Tobacco Sales License" for Starr's Bar & Grill with an effective date of October 4, 2016 through June 30, 2017 as recommended by the Village Clerk. Motion carried.

Amended Class "B"/"Class B" Liquor License for extended premises: Mallalieu Inn Fall Motorcycle Run-October 8, 2016

Motion (Zappa/O'Brien-Berglund) that the Class "B"/"Class B" Retail License for the sale of Fermented Malt Beverages and Intoxicating Liquors for Mallalieu Inn be temporarily amended for an event taking place October 8, 2016 with the following conditions:

- 1) Possession of open containers of alcohol outside of the establishment shall remain within Mallalieu Inn parking lot and blocked off street area for event (Wisconsin St N from 3rd St N to 6th St N).
- 2) Use of outside area only with specific permission of Village Board for each particular date and event. The October 8, 2016 event to be from 10:00 am to 2:00 pm.
- 3) Three (3) North Hudson police officers and three (3) St. Croix County Deputies to be on duty during the hours of the event at the owner's expense, to be billed to the owner by the Village.
- 4) Owner to provide adequate, satellite restroom facilities.
- 5) Wisconsin Street North, from 6th St. N. to 3rd St. N., to be closed to thru traffic from 10:00 am to 2:00 pm with an open corridor for emergency vehicles maintained (surrounding neighbors to be notified in advance by the Village). Actual times of detour route are at the discretion of the commanding NHPD officer on scene.
- 6) Payment for Village services must be paid within thirty (30) days after the event.

Motion carried.

Amended Class "B"/"Class B" Liquor License for extended premises: Village Inn-October 8, 2016

Motion (Zappa/O'Brien-Berglund) that the Class "B"/"Class B" Retail License for the sale of Fermented Malt Beverages and Intoxicating Liquors for Village Inn be temporarily amended for an event taking place Saturday, October 8, 2016 from 8:00 am to Sunday, October 9, 2016 at 2:30 am, with the following conditions:

- 1) Area outside of the building to be completely enclosed with secure fencing to be accessed only from near the main entrance area of the building. Use of alcohol shall remain within the building or fenced-in area.
- 2) Use of outside area only with specific permission of the Village Board for each particular date and event.
- 3) Owner to provide equal amount of adjacent substitute off-street parking while parking lot area is fenced during time of event. Maintain the no parking alley between the Village Inn and Zappa Bros. for emergency vehicle and Village Public Works traffic during the event.
- 4) Owner to be responsible for band/music volume and outside music to end no later than 10:00 pm.

Zappa questioned the closing time of 2:30 am outside. Leigh Halvorsen was present and stated that the band will end by 10:00 pm and then karaoke will be done inside. Richert stated that there have been other extended premises granted that have gone past 10:00 pm. However, the music has always stopped at 10:00 pm. If there are any noise complaints, the Police Department will address. **Motion carried.**

Amended Class "B"/"Class B" Liquor License for extended premises: Kozy Korner-October 15, 2016

Motion (Zappa/O'Brien-Berglund) that the Class "B"/"Class B" Retail License for the sale of Fermented Malt Beverages and Intoxicating Liquors for Kozy Korner to be temporarily

amended for an event taking place on Saturday, October 15, 2016 from 12:00 pm to Sunday, October 16, 2016 at 2:00 am with the following conditions:

- 1) Area outside of building to be completely enclosed with a continuous fence from the building's south access door to the designated area across the lot to the property to the east causing the extended premises to be continuous and accessed only from within the building via the "walkway."
 - a. A painted permanent walkway designating the continuation of the licensed establishment to the fenced property east of the business could replace the fenced "walkway"; this would be consistent with the restriction put on Mudds & Sudds, now Guv's Place, for the access to the volleyball courts.
- 2) Use of alcohol shall remain within building or fenced-in area per the establishment's liquor license.
- 3) Use of outside area only with specific permission of the Village Board for requested date and times.
- 4) Owner to provide an equal amount of adjacent substitute off-street parking while parking lot area is fenced during time of event.
- 5) Owner to be responsible for band/music volume.
- 6) All outside music to end no later than 10:00 pm.

Head asked what is currently in place to mark the path to the extended premises. Ryan Nelson was present and stated that right now there are barricades in place. **Motion carried. Nelson abstained.**

New Business from the Board or staff

President's Remarks: Wekkin stated that there have been rumors that the North Hudson Police Department will be going away. Wekkin stated that Police Department will not be going away and staffing to fill vacant positions is on-going. Wekkin thanked the Police Department and stated that the Village is happy and support them 100%.

Administrator's Remarks: None.

Village Clerk's Remarks: Luedke reminded residents that the General Election will be held on Tuesday, November 8, 2016. If you are not registered to vote, are new to the Village, or have moved within the Village, you will need to complete a voter registration application and provide proof of residency. Please do this prior to Election Day to avoid long lines. Additional election and registration information, as well as a sample ballot for the November Election, can be found on the Village website. In-person voting for North Hudson residents will begin on Monday, October 17, 2016 during regular business hours and will end on the Friday before Election Day. Please remember to bring your Photo ID to vote a ballot.

Plan Commission

Chair update: Plan Commission did not meet.

Personnel and Finance Committee recommendations

Claims - Review and recommendation: **Motion (O'Brien-Berglund/Zappa) to approve the October 2016 non-recurring claims of \$51,251.87. Motion passed on a roll call vote of 6-0. Nelson-yes, Head-yes, Wekkin-yes, Zappa-yes, O'Brien-Berglund-yes, Zais-yes.**

2017-2018 Assessor Contract-Bowmar Appraisal: **Motion (Zappa/O'Brien-Berglund) to approve the 2017-2018 Assessor Contract with Bowmar Appraisal. Motion passed on a roll call vote of 6-0. Zais-yes, O'Brien-Berglund-yes, Zappa-yes, Wekkin-yes, Head-yes, Nelson-yes.**

Revised Village of North Hudson Organizational Chart and Wage Adjustments: **Motion (Zappa/O'Brien-Berglund) to approve the revised Organizational Chart, the reorganization of General Government staff positions, and the promotion of Melissa Luedke to Village Administrator/Clerk. Additionally, setting annual salaries for the new Village Administrator/Clerk to \$58,240, Village Treasurer to \$48,880, and the Deputy Clerk/Deputy Treasurer's hourly pay range between \$16-\$17, effective 12/1/2016. Motion carried.**

Revised Village Administrator, Village Clerk, Village Treasurer, and Village Deputy Clerk/Deputy Treasurer Job Descriptions: **Motion (Zappa/O'Brien-Berglund) to approve the revised Village Administrator, Village Clerk, Village Treasurer, and Village Deputy Clerk/Deputy Treasurer job descriptions. Motion carried.**

Handicap Ramp off North End Door: **Motion (Zappa/O'Brien-Berglund) to approve Public Works installing temporary wooden steps off the north end door. After discussion in Finance, it was decided to install temporary wooden steps versus a concrete ramp. Motion carried.**

Authorization to hire one (1) full-time Public Works employee: **Motion (Zappa/O'Brien-Berglund) to hire one (1) full-time Public Works employee. Motion carried.**

Public Works Committee

Chair update: Head stated that Public Works did meet and there were a few items recommended for Board approval.

Repair of Street Light in the Ridges Subdivision: **Motion (Head/Nelson) to approve the repair of the one (1) street light in phase 1 of the Ridges Subdivision along 10th Street N. at a cost not to exceed the amount of \$450.00. Motion passed on a roll call vote of 6-0. Nelson-yes, Head-yes, Wekkin-yes, Zappa-yes, O'Brien-Berglund-yes, Zais-yes.**

Wisconsin St N STP-Urban Contract from WisDOT: Oium explained the STP-Urban Contract from WisDOT. Approximately 55% of the total project costs would be federal funds through this contract. Project construction would be approximately 2-3 years out. If the Village opts out of the project, the money would go away and offered to another municipality. The utilities under the street are driving the project. The grant covers the surface work part of the project. The Village covers the water and sewer part of the project. **Motion (Head/Nelson) to sign the State Municipal Agreement for the Wisconsin Street N project. Motion passed on a roll call vote of 6-0. Zais-yes, O'Brien-Berglund-yes, Zappa-yes, Wekkin-yes, Head-yes, Nelson-yes.**

Five Year Capital Improvements Plan: **Motion (Zappa/Nelson) to approve the proposed five year capital improvements plan. Motion carried.**

Eastbank Lift Station Repairs: **Motion (Head/Nelson) to approve Tri-State Pump and Control perform the Eastbank lift station repairs at a cost not to exceed \$3,885.22 with the cost coming out of the 201 Sanitary Sewer Fund. Motion passed on a roll call vote of 6-0. Nelson-yes, Head-yes, Wekkin-yes, Zappa-yes, O'Brien-Berglund-yes, Zais-yes.**

Public Works Crew Leader/Foreman Position: **Motion (Head/Nelson) to approve the Public Works Crew Leader/Foreman Position. Motion carried.**

Public Safety Committee

Chair update: Zappa stated that Public Safety did meet and there was one actionable item. *Interagency Agreement between the School District of Hudson and the North Hudson Police Department:* Chief Richert stated that the school district has proposed an agreement to allow for some exchange of information between them and the North Hudson Police Department which allows for it to happen more quickly as needed. It will involve some policies to be put in place by the Police Department. **Motion (Zappa/Zais) to approve the Interagency agreement between the School District of Hudson and the North Hudson Police Department. Motion carried.**

Public Welfare

Chair update: Public Welfare did not meet.

Park Board

Chair update: O'Brien-Berglund stated that Park Board did meet but there were no actionable items.

Convene into Closed Session Pursuant to §19.85 (1)(e)

Motion (Zappa/Nelson) to convene into closed session pursuant to Wisconsin Statute §19.85(1)(e) for the purpose of 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 consider the purchase of tax deed property at 712 Pine St N from St. Croix County. Motion passed on a roll call vote of 6-0. Zais-yes, O'Brien-Berglund-yes, Zappa-yes, Wekkin-yes, Head-yes, Nelson-yes. The Board convened into closed session at 7:44 pm.

Reconvene into Open Session, Discussion and Possible Action Based on Closed Session regarding 712 Pine Street N.

Motion (Zappa/Head) to reconvene into open session. Motion carried. The Board reconvened into open session at 8:06 pm.

Motion (Zappa/Head) to authorize the Village Administrator and Village President to enter into an agreement with St. Croix County for the purchase of property located at 712 Pine Street N, Hudson, WI 54016, and the spending of \$8,063.55 for the purchase of said property as well as \$10,000 for 2016 taxes, special assessments, recording fees, and the clean-up of the property. Additionally, amend the 2016 budget and use not more than \$18,064 of the unassigned fund balance to fund the purchase and clean-up. Motion passed on a roll call vote of 6-0. Nelson-yes, Head-yes, Wekkin-yes, Zappa-yes, O'Brien-Berglund-yes, Zais-yes.

Adjournment

Wekkin declared the meeting adjourned at 8:07 pm.

Respectfully submitted by,
Melissa Luedke
Village Clerk