

SEPTEMBER 1, 2009

REGULAR VILLAGE BOARD MEETING

Call to Order/Roll Call. Village President Neil Michek called this regular Village Board meeting to order at 6:00 p.m. Roll call was taken with the following members present: Neil Michek, Dennis Richgels, Teresa Bomkamp, John Kreul, and Tom Cody. Mike Aide arrived at 6:45 p.m. Absent: Deb Wolfe.

Certification/Compliance. Clerk certified that notice of meeting was posted on August 28, 2009. Dennis Richgels motioned as to compliance with open meeting law. John Kreul seconded. Motion carried.

STH 80 Construction Update. Integrity Grading and Excavating has been reminded that dust control is included in the project plan and specs. Approximately 200'-300' of water and sewer main has been replaced on Diagonal Street, starting at the Main Street intersection, at no cost to the Village. The mains were replaced because they were in the way of blasting for rock excavation. Integrity replaced and lowered some services because Iowa Grant Trucking did not install them according to the plans. Iowa Grant Trucking will reimburse Integrity directly for the associated costs.

The plans call for the WIS DOT contractor to install the storm sewer from the point where Iowa Grant finished on Diagonal Street. DOT will replace asphalt and curb & gutter on the south side of Diagonal Street but will not replace the north side curb & gutter or the sidewalk. Neil Michek motioned to replace 177' of curb & gutter and sidewalk on the north side of Diagonal Street for \$4,400. Teresa Bomkamp seconded. Motion carried.

Mike Aide arrived at this time.

Teresa Bomkamp motioned to approve payment of Delta 3 Engineering \$300 bill submitted for payment by the Safe Drinking Water Loan Program. Dennis Richgels seconded. Motion carried.

Chris Wolf Request to Withdraw Proposal. Chris Wolf, Wolfy's Custom Concrete, LLC, submitted a request to withdraw his proposal and negate contract for sidewalk spot replacement along Spring Street and Main Street. The Proposal is for removing existing sidewalk, furnishing and installing concrete, landscaping with black dirt, planting grass seed and mulch behind sidewalk for a minimum of 2,000 square feet sidewalk. The Proposal did not require a Bid Bond. In reviewing Chris' proposal with other the proposals for the project, the Board accepted Chris' explanation of not calculating the project correctly. (Dale Wienkes, Blackhawk Systems, proposed \$5.50 per square foot; Mike Flynn, Flynn's custom Concrete, Inc., proposed \$5.00 per square foot; Christopher Wolf, Wolfy's Custom Concrete, LLC, proposed \$3.00 per square foot for regular sidewalk and \$3.20 per square foot for sidewalk at driveways.) John Kreul motioned to release Chris Wolfe from his contract. Dennis Richgels seconded. Motion carried with Tom Cody opposing and Deb Wolfe absent. Bart Nies explained that DOT does not have a problem with replacing Village sidewalks that are not in the DOT plan. Augelli Concrete & Excavating will do the work at the contract unit bid price of \$4.95; DOT will assess a 1% billing fee to the Village. Tom Hebgen called Mike Flynn to see if he would do the project per his proposal at \$5.00 per square foot. The Board continued with the agenda, waiting for a response from Mike Flynn. Mike Flynn returned a call stating that he would not do the project for the same price as he had previously presented. Neil Michek motioned to throw out all bids and to have WIS DOT

add sidewalk replacement to their plan at the unit price not to exceed 2,000 square feet. Dennis Richgels seconded. Motion carried. The Street Committee and Tom Hebgen will designate the spots needed for sidewalk replacement.

Progressive Way Subdivision Land Sale. Carrie Miller and Greg Holmes presented Counter-Offer #4 for Paul C. Colette Family Trust which changes the closing date to September 15. Neil Michek motioned to accept Paul C. Colette Family Trust Counter-Offer #4 for Lot 4 Progressive Way Subdivision. Teresa Bomkamp seconded. Motion carried. Teresa Bomkamp motioned to approve Resolution 2009-5 Authorizing the Sale of Property to Paul C. Colette Family Trust. Mike Aide seconded. On a Roll call vote "Aye": Dennis Richgels, Teresa Bomkamp, John Kreul, Tom Cody, Mike Aide and Neil Michek. Absent: Deb Wolfe. Motion carried.

ABATE Region 8C Plans. Ann McGuire, representative for ABATE (A Brotherhood Against Totalitarian Enactments) explained the ABATE organization and their potential plan to host an event at the Rodeo grounds. ABATE of Wisconsin is a grass roots organization dedicated to the protection of all motorcyclists' rights through political change and educating many non-riders across Wisconsin making it safer for all motorists. Since the Highland Rodeo Club leases the Rodeo grounds, they would have the final decision. To host the event, ABATE is to provide a certificate of insurance to the Highland Rodeo Club and the Village of Highland. In order to sell beer at the event, ABATE needs to find an established non-profit organization to pull a Temporary Class "B" license to sell fermented malt beverages. Neil Michek motioned to approve ABATE's use of the Rodeo grounds contingent upon the Highland Rodeo Club's approval and presentation of Certificates of Insurance.

Adopt Identity Theft Policy. Teresa Bomkamp motioned to adopt the Village of Highland, Highland Utilities Identity Theft Prevention Program Effective Beginning September 2, 2009. Mike Aide seconded. Motion carried. The Highland Utilities developed this Identity Theft Prevention Program pursuant to the Federal Trade Commission's Red Flags Rule which implements Section 114 of the Fair and Accurate Credit Transactions Act of 2003. 16 C. F. R. § 681.2. The program contains reasonable policies and procedures to: 1. Identify relevant Red Flags for new and existing covered accounts and incorporate those Red Flags into the Program; 2. Detect Red Flags that have been incorporated into the Program; 3. Respond appropriately to any Red Flags that are detected to prevent and mitigate Identity Theft; and 4. Ensure the Program is updated periodically, to reflect changes in risks to customers or to the safety and soundness of the creditor from Identity Theft.

Review 2009 Amended Budget and 2010 Draft Budget. Items brought up: sidewalk installation from East Circle Drive to Cardinal Drive; Gardiner Appraisal for complete revaluation and/or maintenance contract for 2010; sidewalks in park from shelters to bathrooms.

Amendment to Section 125 Cafeteria Plan. Clerk was instructed to request the specific changes in the plan and share with employees.

Approve Minutes/Pay Bills. Neil Michek motioned to approve minutes as presented. Tom Cody seconded. Motion carried. Teresa Bomkamp motioned to approve payment of bills as presented: General Account \$18,195.93; Water Account \$1,251.01; Sewer Account \$2,332.70; TID #2 Account \$3,500. John Kreul seconded. Motion carried.

Committee Reports. Law Enforcement – Officer Swinehart received notification that the Village will be receiving \$4,100 in grant money for an in-car video system. The camera will be in service late this year or early next year. Officer Swinehart also received notification that the police department was accepted to receive two new radios with 75% grant money. The Village cost should be \$1,400.

Homecoming Parade on Main Street is not a viable option. Discussion on starting the parade at the water tower, traveling on East Dodgeville Street toward Main Street.

The Highland Fire District is purchasing a 2009 model ambulance with 2010 delivery date. Ford Motor Company will discontinue diesel engines with 2010 ambulances. The ambulance is 10 years old and will be kept as a reserve.

Licenses and Permits. Dennis Richgels motioned to approve Operator's License's for Robert T. Michek, Michele E. Olson, Heather Meyers, and Justin Thomas Pinch. Teresa Bomkamp seconded. Roll call vote "Aye": Dennis Richgels, Teresa Bomkamp, John Kreul, Tom Cody, Mike Aide and Neil Michek. Absent: Deb Wolfe. Motion carried. A zoning permit was issued to Deb Korb for a new house.

Future Meetings. Budget work meeting is scheduled for Monday, September 21 at 6:00 p.m. The Village Board will begin the October 5, 2009 Village Board meeting at 5:00 p.m.

Adjournment. Teresa Bomkamp motioned to adjourn at 9:50 p.m. Tom Cody seconded. Motion carried.

Respectfully Submitted,

Theresa C. Michek, Clerk-Treasurer

SEPTEMBER 21, 2009

SPECIAL VILLAGE BOARD MEETING

Call to Order/Roll Call. Village President Neil Michek called this Special Village Board meeting to order at 6:00 p.m. Roll call was taken with the following members present: Neil Michek, Dennis Richgels, Teresa Bomkamp, Deb Wolfe, John Kreul, and Tom Cody and Mike Aide. Others present were: Mike Reuter, Tom Hebgen, Becky Fredericks, Steve McGuire and Daniel Swinehart.

Certification/Compliance. Clerk certified that notice of meeting was posted on September 16, 2009. Dennis Richgels motioned as to compliance with open meeting law. Deb Wolfe seconded. Motion carried.

Wisconsin Building Codes/Inspections. Mike Reuter, Wisconsin Municipal Building Inspections, updated the Village Board about the new Building Contractor Registration and other changes in Building Inspector requirements. Mike presented his proposed fee schedule which included a retainage fee. Action on the contract will be on the October agenda.

Section 125 Cafeteria Plan. Deb Wolfe motioned to adopt the amendment to the Section 125 Cafeteria Plan. Teresa Bomkamp seconded. Motion carried. The amendment is in accordance with the Children's Health Insurance Program Reauthorization Act of 2009.

Budget. At 6:45 p.m. President Neil Michek announced that the Board would consider convening to closed session per Wis. Stats. 19.85 (1) (c) to consider employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction. John Kreul motioned to convene to closed session as stated above. Neil Michek seconded. Roll call vote "Aye": Dennis Richgels, Teresa Bomkamp, Deb Wolfe, John Kreul, Tom Cody, Mike Aide and Neil Michek. Motion carried. At 8:53 p.m. Deb Wolfe motioned to reconvene to open session. John Kreul seconded. Motion carried.

John Kreul motioned to budget a total wage compensation package increase of 3%, exclusive of insurance coverage. Teresa Bomkamp seconded. Roll call vote "Aye": Dennis Richgels, Teresa Bomkamp, Deb Wolfe, John Kreul, Tom Cody, Mike Aide and Neil Michek. Motion carried. Neil Michek motioned to allocate part of the 3% compensation wage package as 30 cents per hour cost of living raise for all employees. Deb Wolfe seconded. Roll call vote "Aye": Dennis Richgels, Teresa Bomkamp, Deb Wolfe, John Kreul, Tom Cody, Mike Aide and Neil Michek. Motion carried. Since 30cents/hour is equivalent to 2% raise there was discussion on allocating the remaining 1% of the wage package. Neil Michek motioned to rescind the cost of living motion. Dennis Richgels seconded. Roll call vote "Aye": Dennis Richgels, Teresa Bomkamp, Deb Wolfe, John Kreul, Tom Cody, Mike Aide and Neil Michek. Motion carried. Tom Cody motioned to allocate the 3% wage package with 45 cents per hour raise for all employees. Dennis Richgels seconded. Roll call vote "Aye": Dennis Richgels, Teresa Bomkamp, Deb Wolfe, Tom Cody, Mike Aide and Neil Michek. "Nay": John Kreul. Motion carried.

The Board worked on the Budget including – general property tax levy, property tax levy to cover debt service, garbage and recycling rate increase, assessment contract, apartment sidewalks, park sidewalks, seal coating projects, law enforcement radios.

Adjournment. Deb Wolfe motioned to adjourn at 11:10 p.m. Dennis Richgels seconded. Motion carried.

Respectfully Submitted,

Theresa C. Michek, Clerk-Treasurer