

Village of Glenbeulah

January 11, 2022, Minutes

DRAFT COPY

Present: Daun, DeTroye, Schillingowski, Olm, Schubert, and Bertram

Absent

Guests: Dave from the Plymouth Review, Mike Mooney, Kathy Olm, Janet Biskobing, Ken Weiss, Kate Weiss, Tad Matzdorf, Adam Konz, and Jay Reimer

Daun opened the Board meeting at 7:13PM

Approval of Minutes

Daun asked the Board if there were questions or changes to the December 14, 2022, Village Board Meeting minutes or a motion to accept the minutes as distributed to Board members before-hand, posted, and placed on the website – glenbeulahwi.gov. In a motion by Olm and seconded by DeTroye, the minutes were approved. Motion carried.

Treasurer's Report

In a motion by Olm and seconded by Schillingowski, the treasurers report was approved. Motion carried. The report was signed by Trustee Schubert.

Citizen Comment

None

Old Business

USDA Grant/Swift Street, Barrett, Otis Street & Appleton Street Projects

Daun stated there are a few documents the USDA are requesting again and Attorney Bauer is reviewing them before they are sent back. The bid book is ready to be sent to the USDA Engineers. We are looking to get the bids out the last week of January or first week of February, with them due back March 2nd. They would be opened at the March meeting.

Barb Schaefer – Meyer Park

The large pine tree has been taken down and Ms. Schaefer is working on plans for the butterfly garden. In spring the excess riprap will be removed.

Cell Tower – Cty Rd S

Nothing to report.

Cemetery

With the melting snow, DeTroye will get a quote on removal of some trees.

New Business

Fire Dept/ Emergency Responders general business -EMS laptop

There were 6 fire calls for the month of December. Drills for the month were ice rescue and fast board emo. There has been no work from Elkhart Care on the extrication equipment grant. The department asked for the board to take out a note to cover the cost and they would make the payments. Daun will check with the bank. Annual call total was up 100 from last year with a total of 369. Donated fitness equipment will be in house around July. The 31 days of Christmas raffle was another success – thank you to all who purchased tickets.

The EMS responded to 25 calls for December. Annual call total for the year was 314, up from last year at 275.

Town of Greenbush EMS contract

Daun read the Town of Greenbush EMS agreement. It will be a 3-year contract 2023-2026 and the cost was increased from \$85-\$90 a call. In a motion by Schubert and seconded by Olm the contract was signed. Motion carried.

Plan Commission

If no one contacts MK Whyte by noon on Saturday, there will be no plan commission meeting this month.

Building Permits

There were no permits for the month of December.

TIF District

Nothing to report.

Law Enforcement

Log was reviewed.

Sheboygan County Shared Revenue Program

This is the half percent county sales tax program and in a motion by Detroye and seconded by Schubert the agreement was signed. Motion carried. Otis Street will be the area for the 2023 program.

Mailboxes

An email was sent from a Village resident that resides on Main Street inquiring about a mailbox at the curb. Discussion was held. It will be postponed til next month after we check into our village ordinances and check with the Post Office.

Correspondence

None

Committee Reports

A message will be placed on the sign stating clean Christmas trees may be placed in the park parking area for disposal until 2/28/23.

Invoices

In a motion by DeTroye and seconded by Olm, the January invoices were approved. Motion carried.

Meeting adjourned at 8:02PM in a motion by Schillingowski and seconded by Schubert. Motion carried.

Respectfully Submitted
Michele Bertram, Clerk/Treasurer

DRAFT

CAUCUS - JANUARY 11, 2023

Draft copy to be approved at the February Village Board Meeting.

Present: Paul Olm, Michele Bertram, Doug Daun, Amanda Schubert, AJ Schillingowski, Alyssa DeTroye, Kathy Olm, Ron Biskobing, Janet Biskobing, Ken Weiss, Kate Weiss, Jay Reimer, Mike Mooney, Tad Matzdorf, and Dave from the Plymouth Review

Daun opened the Caucus at 7:00PM and announced there were two trustee positions and one president position up for re-election. His term is ending so he asked Amanda Schubert to run the caucus and Alyssa DeTroye to help with the ballots.

DeTroye distributed ballots for the president position. The ballots were tallied, and the results were: Doug Daun-11 and MK Whyte -3. The top two nominations: Doug Daun and MK Whyte will be sent paperwork. All paperwork must be received back within 5 days of receipt to be on the spring ballot.

Ballots were distributed and collected for the two trustee positions. A list of nominations was announced for the trustee positions. The results were : Barb Schaefer - 2, Paul Olm - 11, AJ Schillingowski - 8, Korin Rosenthal - 2, Penny Klefstad - 2, Cathy Kehm - 1, MK Whyte - 2, Keri Mooney - 1, Peter Theilman - 1, Jay Reimer - 2, and Mike Mooney - 1. Jay Reimer and Mike Mooney asked to be removed from the nominations. Paul Olm and AJ Schillingowski were the two with the most votes. There was a runoff for the two other nominations. Ballots were distributed and collected. They tallied - Barb Schaefer - 6, Korin Rosenthal - 6 MY Whyte - 2, Cathy Kem - 4, Keri Mooney - 3 and Peter Thielman - 2. Paperwork will be sent to Paul Olm, AJ Schillingowski, Barb Schaefer, and Korin Rosenthal. All paperwork must be returned within 5 days of receipt to be on the spring ballot.

Caucus was closed at 7:13PM.

Respectfully submitted

Michele Bertram

Village of Glenbeulah

February 8, 2023, Minutes

DRAFT COPY

Present: Daun, DeTroye , Olm, Schubert, and Bertram

Absent: Schillingowski

Guests: Dave from the Plymouth Review, Barb Schaefer, Mike Mooney, Kathy Olm, Janet Biskobing, David and Wendy Yurk

Daun opened the Board meeting at 7:00PM

Approval of Minutes

Daun asked for a motion and second to approve the Caucus minutes. In a motion by DeTroye and seconded by Schubert, the Caucus minutes were approved. Daun asked the Board if there were questions or changes to the January 11, 2023, Village Board Meeting minutes or a motion to accept the minutes as distributed to Board members before-hand, posted, and placed on the website – glenbeulahwi.gov. The date of the minutes was January 11, 2022, and not 2023. In a motion by Olm and seconded by Schubert, the minutes with the date correction were approved. Motion carried.

Treasurer's Report

In a motion by Olm and seconded by Schubert, the treasurers report was approved. Motion carried. The report was signed by Trustee DeTroye.

Citizen Comment

Janet Biskobing commented she thought the purpose of the electronic sign was for current information for village residents. It was stated that there are some items to go on the sign but there are problems with the ethernet to upload. That is why the sign has been displaying the same items for the last month.

Old Business

USDA Grant/Swift Street, Barrett, Otis Street & Appleton Street Projects

Daun stated that the meeting date for the March meeting will be changed to March 15th in hope to have the bidding process be completed . The project should be ready for the bidding process but needs to wait for the final OK from the USDA before it can be officially done.

Barb Schaefer – Meyer Park

Ms. Schaefer stated that the grant expires in July. Signage was considered. She received a cost for \$1400.00 from Marshall Signs for a wood carved name with a donor sign. She took a poll from the audience and the name of the park will be Meyer Nature Walk. Sheboygan Master Gardeners will be hosting a gardening event in May. More

discussion was held about the osprey platform. Donations are welcome, please contact Ms Schaefer or any trustee for information.

Cell Tower – Cty Rd S

Nothing to report.

Cemetery

DeTroye was hoping to get costs of tree removal by the March meeting.

Mailboxes

Bertram contacted the Plymouth Postmaster and found that because there is no way to put boxes within the business district, the residents living on East Main Street must pay for their PO Box. This has been the practice for years.

New Business

Fire Dept/ Emergency Responders general business

No one from the Department was present at the meeting. Temporary liquor license for the Seafood Raffle was granted for 3/3-3/4 in a motion by Olm and seconded by DeTroye. Motion carried. Operator license for Tad Matzdorf and Hannah Farnsworth was granted and the license for Alex Schilsky is contingent until the Learn 2 Serve documentation is handed in. In a motion by Olm and seconded by Schubert, the licenses will be approved. Motion carried. An insurance claim was made for radios and pagers.

Last month the Fire Department asked if a loan could be secured for \$25,700.00 to purchase extraction equipment. Doug checked with NEBAT and a loan could be taken for that amount at a rate of 5.25% for 10 years. The \$275.00 monthly payment would be paid by the department. In a motion by DeTroye and seconded by Olm, the loan amount was approved. If the department would receive a grant for all or some of the cost, it would need to be forwarded to the loan. Motion carried.

Plan Commission

If no one contacts MK Whyte by noon on Saturday, there will be no plan commission meeting this month.

Building Permits

In a motion by Schubert and seconded by Olm, the building permit was approved. Motion carried.

TIF District

None

Law Enforcement

Log was reviewed.

Election worker appointment

In a motion by Schubert and seconded by DeTroye, Barb Schaefer and Vicki Vande Yacht were appointed as election workers. Motion carried.

2022 budget resolution

In a motion by Olm and seconded by Schubert, the 2022 budget resolution was approved. Motion carried.

Correspondence

None

Committee Reports

None

Invoices

In a motion by DeTroye and seconded by Olm, the February invoices were approved. Motion carried.

Meeting adjourned at 8:01PM in a motion by Schubert and seconded by DeTroye. Motion carried.

Respectfully Submitted
Michele Bertram, Clerk/Treasurer

Village of Glenbeulah

March 15, 2023, Minutes

DRAFT COPY

Present: Daun, DeTroye , Olm, Schillingowski, Schubert, and Bertram

Absent:

Guests:, Natasha Torry, Barb Schaefer, Mike Mooney, Kathy Olm, Janet Biskobing, MK Whyte, Steve Marchiando, Craig Nehring, Melissa & Travis Clevenger, Adam Konz, Tad Matzdorf, and Dan Grunewald

Daun opened the Board meeting at 7:00PM

Approval of Minutes

Daun asked the Board if there were questions or changes to the February 8, 2023, Village Board Meeting minutes or a motion to accept the minutes as distributed to Board members before-hand, posted, and placed on the website – glenbeulahwi.gov. In a motion by Olm and seconded by Schubert, the minutes were approved. Motion carried.

Treasurer's Report

In a motion by Olm and seconded by Schillingowski, the treasurers report was approved. Motion carried. The report was signed by Trustee DeTroye.

Citizen Comment

None

Order of the agenda was changed.

Old Business

Barb Schaefer – Meyer Park

Ms. Schaefer reported that sowing oats will be planted as soon as the snow melts until the fall seeding of the prairie. There is a deformed tree on the Hillcrest Property. Ms. Schaefer will pay for the cutting and the brush will be mulched with the other brush once it dries up. The south border on the entrance of the park will be planted on May 20th with the Master Gardeners. They are still sourcing plants and the park had received a \$500.00 donation. Donor to stay anonymous.

Cell Tower – Cty Rd S

Nothing to report.

Cemetery

Nothing to report.

New Business

Judge Natasha Torry

Judge Torry is running for the Circuit Court Branch 2. She introduced herself and gave a short presentation.

Craig and Melissa – old school

Craig Nehring and Melissa Clevenger presented some ideas and thoughts for the school and would like to start a non-profit and pick a community project and contribute proceeds of events held at the school to go to that village project. The board was appreciative of the plan. They will be holding a convention in September, and would like the fire department to help to coordinate a brat fry. In 2022 they have offered the school to conduct training for the fire department and to the City of Sheboygan K-9 unit.

Easement agreement – Zachary Ziemann

This agreement is a water works easement between Mr. Ziemann and the Village for the reservoir that is located on his property. Not all the paperwork was signed and will be back on the agenda for next month.

Fire Dept/ Emergency Responders general business

The logs were reviewed. January calls – 5 and for February – 5. The extrication equipment has arrived and been put into service. Four scene lights on 961 need to be replaced. They have been ordered and will be installed by members to save on installation fees. Annual maintenance has been done and everything checked out. Three members instructed an ice rescue class in Kiel. A reminder that the air packs and compressor replacement that is Federally mandated is scheduled for 2026. That cost a few years back was \$90,000. for the air packs and \$16,000 for the compressor.

The calls for January were: 4- Glenbeulah; 11 – Greenbush and 15 – Elkhart Lake. In February it was: 2 – Glenbeulah; 5 – Greenbush and 12 Elkhart Lake. Training was cardiac and airway management and splinting and backboards. There will be a joint brat fry with the Elkhart Lake Responders on 4/1 at Anchor lanes from 11:30-5:30. They are looking to find grants to help outfit new members and two defibrillators.

Plan Commission

Chairperson MK Whyte stated there will be a meeting 4/19 at 6:30. In a motion by DeTroye and seconded by Schubert, MK Whyte and Paul Olm were appointed for another two-year term. Motion carried.

Building Permits

In a motion by Olm and seconded by Schubert, the building permits were approved. Motion carried.

TIF District

None

Law Enforcement

Log was reviewed.

Audits- Accountant

Our current accounting firm does not do many full audits, which will be required as long as we have the USDA grant loan. It was suggested we seek bids for the 2024 tax auditing. The board agreed to proceed in getting bids.

Ordinance 2023-1 parking

In a motion by Schubert and seconded by Schillingowski, Ordinance 2023-1 was approved. It will prohibit parking on the east side of N Swift Street between Barrett and the Alley (In front of the fire house) to allow the trucks to get in and out of the fire station. Motion carried.

Mike Mooney – wage evaluation

In a roll call vote the board moved into closed session at 7:49. DeTroy – aye; Schillingowski – aye; Schubert – aye; Olm – aye. At 8:19 the board reconvened in a vote Detroye – aye; Schillingowski – aye; Schubert – aye; Olm – aye. This will be on the agenda for next month with a determination. It was asked that a better breakdown of time spent on each task be given.

Correspondence for the month

The Village received an email from the Postmaster regarding the ZIP code day for the village and if we wanted to participate. Bertram will contract MK Whyte to see if she would like to help with it.

USDA Grant/Swift Street, Barrett, Otis Street & Appleton Street Projects

In a motion by Schubert and seconded by Olm, a Professional Service Agreement with Engineer Vandoske and the Village was approved. This is a requirement with the USDA.

Awarding of the bids for the Swift, Barrett, Otis and Appleton Street projects

The bids were opened on 3/15 at 1:30 with Engineer Vandoske, President Daun and Attorney Bauer present. The project was broken down for Contract "A" Utilities and Contract "B" Street. All contractors met the requirements that were specified in the bidding process. Nine contractors bid for Contract "A" with Kruzcek Construction being the lowest bidder at \$739,000.00 and four contractors bid for Contract "B" with NorthEast Asphalt being the lowest at \$530,376.35. The bid must be approved by the USDA before they can be awarded. Daun went over costs that would affect homeowners. All residents that are in the construction project will be invited to a meeting soon so everyone is aware of the potential costs and what is going to take place.

Committee Reports

None

Invoices

In a motion by DeTroye and seconded by Schillingowski, the March invoices were approved. Motion carried.

Meeting adjourned at 9:15PM in a motion by Olm and seconded by DeTroye. Motion carried.

Respectfully Submitted
Michele Bertram, Clerk/Treasurer

DRAFT

Village of Glenbeulah

April 12, 2023, Minutes

DRAFT COPY

Present: Daun, DeTroye, Olm, Schillingowski, Schubert, and Bertram

Absent:

Guests: Barb Schaefer, Mike Mooney, Kathy Olm, Janet Biskobing, Dave from the Plymouth Review, Tod Hellmann, and Attorney Bauer

Daun opened the Board meeting at 7:00PM

Approval of Minutes

Daun asked the Board if there were questions or changes to the March 15, 2023, Village Board Meeting minutes or a motion to accept the minutes as distributed to Board members before-hand, posted, and placed on the website – glenbeulahwi.gov. Daun asked that under the USDA Grant – Paul Olm was also at the bid opening. In a motion by Olm and seconded by Schubert, the minutes were approved with that change. Motion carried.

Treasurer's Report

In a motion by DeTroye and seconded by Schillingowski, the treasurer's report was approved. Motion carried. The report was signed by Trustee Schubert.

Citizen Comment

Olm commented he received a phone call from a resident asking about free range animals and also about a drainage issue on her property. Daun questioned Attorney Bauer if he could contact the resident directly. The answer was yes.

Old Business

USDA Grant/Swift Street, Barrett, Otis Street and Appleton street project

Awarding of the bids

Daun stated the awarding of the bid will be done at the May meeting. Engineer Vandoske has received all the items back from the USDA engineer to do so. In a motion by Schubert and seconded by Schillingowski, Resolution 1-2023 was signed. Motion carried. This resolution would authorize President Daun and Bertram to sign any paperwork for the awarding process.

Barb Schaefer – Meyer Park

Ms. Schaefer stated the prairie will be cultivated and hand sowed on Friday.

Cell Tower – Cty Rd S

Nothing to report.

Cemetery

Nothing to report.

Easement agreement – Zachary Ziemann

Attorney Bauer stated he is working with Mr. Ziemann's bank.

Mike Mooney – wage evaluation

In a roll call vote the board went into closed session at 7:18PM. Olm- aye, Schubert – aye, Schillingowski – aye and DeTroye – aye. The board returned at 7:43PM in roll call vote to continue in open session. . Olm- aye, Schubert – aye, Schillingowski – aye and DeTroye – aye. In a motion by Olm and seconded by DeTroye, Mike Mooney will receive a \$1.00 increase per hour, and it will be revisited in 6months. An annual evaluation will be done after that. Motion carried.

New Business

Kettle Moraine Highland – Oyvind Solvang/Tod Hellmann

Mr. Hellmann was present and was looking for approval of the third phase of the subdivision with single family homes and 3 condo duplexes. He asked if the first 2 lots could be approved with a CSM. The board went into closed session at 7:50 in a motion by DeTroye and seconded by Schillingowski in a roll call vote. Olm- aye, Schubert – aye, Schillingowski – aye and DeTroye – aye. Returned at 8.09PM and in motion by Schillingowski and seconded by Schubert went back into open session with a roll call vote. Olm- aye, Schubert – aye, Schillingowski – aye and DeTroye – aye. Attorney Bauer spoke that the 2001 developers' agreement needs to be modified and updated to allow the first 2 lots to be added with a CSM and utilities would need to be extended. Attorney Bauer will email Mr. Hellmann with the changes in the agreement and will work from there.

USDA Grant/Swift Street, Barrett, Otis Street and Appleton Street project

Awarding of the bids

This topic was revised upon request of Attorney Bauer. He stated that he would be emailing a waiver of special assessment that would need to be signed by each homeowner as to the billing of the sewer lateral work and the payment options.

Linda Mintner – alley and lawn repair

Daun shared pictures of lawn repair that would need to be done. There was no frost in the ground and the alley is gravel. Repairs will be made and Daun will contact Linda Mintner.

Fire Dept/ Emergency Responders general business

The logs were reviewed. March calls – 8. Drills for March include touring the Osthoff and extrication tool training. Working on getting a closer number on the air pack and

compressor replacement costs Three members will be attended an officer development class in May. Submitted a grant with the DNR for needed tools. The softball tournament will be held Memorial Day weekend. They will be forming a committee for membership recruitment and asked for a board member to be part of it. Olm volunteered to help.

The EMS calls for March were: 1- Glenbeulah; 4 – Greenbush and 16 – Elkhart Lake. March training was critical skills with Aurora. They are working on grants for defibrillators. They filled out three and all were declined.

Plan Commission

Olm stated there will not be a meeting this month if nothing gets presented to MK Whyte by noon on Saturday.

Building Permits

In a motion by Schubert and seconded by DeTroye, the building permit was approved. Motion carried.

TIF District

None

Law Enforcement

Log was reviewed.

Correspondence for the month

None

Committee Reports

Schubert commented that mulch and sand should be refreshed at the park. Mike Mooney will get a trailer of sand for the sand box from Kiel Sand and Gravel. And Daun will contact Expedition to see about mulch.

Invoices

In a motion by Olm and seconded by Schillingowski, the April invoices were approved. Motion carried.

Meeting adjourned at 8:46 PM in a motion by DeTroye and seconded by Schillingowski. Motion carried.

Respectfully Submitted
Michele Bertram, Clerk/Treasurer

Village of Glenbeulah

May 10, 2023, Minutes

DRAFT COPY

Present: Daun, DeTroye , Olm, Schaefer, Schubert, and Bertram

Absent:

Guests: Steve Marchiando, Nelda Bartlett, Stan Bartlett, Arthur Birch, Chris Birch, MK Whyte, Brian Keller, Adam Konz, Mary Moeller, Mike Mooney, Kathy Olm, Janet Biskobing, Dave from the Plymouth Review, Warren Vandoske, and Attorney Bauer

Daun opened the Board meeting at 7:02PM

Daun introduced Barb Schaefer as the new trustee.

Approval of Minutes

Daun asked the Board if there were questions or changes to the April 12, 2023, Village Board Meeting minutes or a motion to accept the minutes as distributed to Board members before- hand, posted, and placed on the website – glenbeulahwi.gov. In a motion by Olm and seconded by Schubert, the minutes were approved. Motion carried.

Treasurer's Report

In a motion Olm and seconded by Schubert, the treasurers report was approved. Motion carried. The report was signed by Trustee Schaefer.

Citizen Comment

Brian Keller asked about curb and gutter repair on Clark St and Arthur Birch asked about broken drain tile on Clark. Daun stated they will be taken care of. The contractor has been notified and the contractor will schedule the repairs. Nelda Bartlett asked if the wheelchair ramps on Main Street are at the appropriate slopes. Daun mentioned they were done 30 years ago, and the codes may have changed since then. This item will be placed on next month's agenda.

Old Business

USDA Grant/Swift Street, Barrett, Otis Street and Appleton street project

Awarding of the bids

Attorney Bauer stated we are waiting on a corporate resolution from Kruczeck Construction. After that is received and with the direction of our Attorney everything will be signed to award the bids.

Barb Schaefer – Meyer Park

Ms. Schaefer stated the prairie cover prep was completed. Plants have been purchased and on May 20 at 9:00AM they will be planted with the help of the Master Gardeners.

Cell Tower – Cty Rd S

Bertram reached out to the Town of Plymouth to see if they had any contact with American Tower and they have not. This item will remain on the agenda.

Cemetery

Trustee DeTroye is still working on getting a quote to remove some dead trees. Students from the High School will be helping with cemetery cleanup. On 5/29 at 10:30AM the American Legion will be holding the Memorial Day Ceremony Service.

Easement agreement – Zachary Ziemann

Attorney Bauer stated Mr. Ziemann has signed the appropriate documents, they are now working with Mr. Zeinmann's bank.

Kettle Moraine Highland

Attorney Bauer sent a letter to Hillcrest Builders and has heard anything back yet.

New Business

Brian Keller – Zoning

Mr. Keller's entire parcel is within the Village limits and is zoned A3. Therefore, he is allowed to have chicken. However, they need to stay on his property. There has been an issue with his dogs leaving his property as well. He is working with the dogs and installed GPS on their collars and put up cameras. The surrounding neighbors had concerns that the dogs were not leashed and that they did not have their rabies tag and license on the collars. Bertram will check into the law about dogs always having the tags on the collars.

Fire Dept/ Emergency Responders general business

The logs were reviewed. April calls – 5. April drill was training at the Plymouth Fire Department training house. Hose testing and ladder testing will be done in June by Firecatt. A DNR grant was submitted for 7 wildland/extrications suits and one defib. The donated fitness equipment will arrive early June. The softball and bag tournament are set for Saturday 5/27. There will be a SCOTT air pack demonstration on the 23rd. Fourteen air bottles are now out of date and can no longer be used. In a motion by Olm and seconded by Schubert, the temp liquor license was approved for the Memorial Day tournament. Motion carried.

The EMS calls for April were: 1- Glenbeulah; 2 – Greenbush and 18 – Elkhart Lake. April training was splinting, long boarding and new lifting equipment.

Plan Commission

MK Whyte stated that there will be no meeting unless something comes up before Saturday at noon.

Building Permits – Ordinance 2023-2

In a motion by Olm and seconded by DeTroye, the building permit was approved. Motion carried. Ordinance 2023-2 repealing and recreating chapter 8 of the village building regulations – it also delegates the state commercial inspections to be done by our inspector. In a motion by Olm and seconded by Schaefer, it was approved but amended to include the \$1000.00 threshold. Motion carried.

TIF District

None

Law Enforcement

Log was reviewed.

ZIP Code Day

The Village zip code day will be 5/30/23. Activities will include a special stamp cancellation. A historical fact sheet of the village. 3' tall numbers to have your picture taken with. In the evening there will be a toast at Fudgienuckles at 5:30 followed by a DJ and a sandwich special. The committee thanked the generous donations from area businesses.

Leash animal control and clean up of dogs.

There was a discussion, and all dogs need to be on a leash and under the owner's control. Please pick up after your pets. There are some areas that Daun will talk to the property owners to have the area cleaned up.

Grant Writing

Trustee DeTroye checked into three options to help with grant writing. Through her alma mater, there are classes to take. In a motion by Daun and seconded by Schubert, it was approved to have DeTroye pick the option that would benefit the village the most and the cost of the class would be reimbursed. Motion carried.

Young Street- fixing of blacktop

Daun received a proposal from the county to do a 115' x 23.5' black top repair on Young Street for \$7,316.00. In a motion by Olm and seconded by Schubert, the cost was approved. Motion carried.

S Otis – fixing of blacktop

Daun was notified days prior to the meeting of a large pothole on S Otis. He measured the area that needed to be repaired and used the Young Street proposal to estimate

a cost of repair to be approximately \$3,500.00. In a motion by DeTroy and seconded by Schubert the repair will be made. Motion carried.

Committee report assignment

Trustee Schaefer will take the appointments of former Trustee Schillingowski. Trustee DeTroye will fill the finance assignment.

Correspondence for the month

None

Committee Reports

None

Invoices

In a motion by DeTroye and seconded by Olm, the May invoices were approved. Motion carried.

Meeting adjourned at 8:22 PM in a motion by DeTroye and seconded by Schubert. Motion carried.

Respectfully Submitted
Michele Bertram, Clerk/Treasurer

VILLAGE OF GLENBEULAH CONSTRUCTION MEETING

MAY 17, 2023

Guest: See attached sheet

Present: Doug Daun, Alyssa DeTroye, Barb Schaefer, Amanda Schubert, Attorney Bauer, Engineer Vandoske, Don Ditter, Michele Bertram, and Paul Olm

Daun opened the meeting at 7:02

The Board gave introductions to the audience.

Daun gave an overview of the project for N Otis St, Barrett St, Swift St, and W Appleton Street.

Water, sewer, and storm along with curb cutter and paving will be done. The homeowner will be responsible for replacement of the sewer line from the curb box into the house. That will require the sewer line to be run under the footings of the home. A standard driveway approach (14' 6") will be required. If the homeowner drive is currently concrete the approach will be done at no cost. If the drive is blacktop it will cost the homeowner, the difference from the cost of black top to concrete of a \$1.15 per square foot. Homeowner with an existing gravel drive would be responsible for the entire cost of \$6.65 per square foot. All costs were provided to the homeowner in a letter dated 4/30/23 along with a waiver of special assessment notice and hearing that provided payment options.

Some general questions were :

Q: Some laterals on West Barrett were lined many years ago, would they need to be replaced?

A: They will be cameraed to make sure there are not leaking, but would still need to be connected under the footings of the home into the basement.

Q: Do water laterals need to be replaced as well?

A: Water laterals are not required to be replaced but can be if the homeowner would like. That charge would directly be charged to the homeowner. If the water lateral would be lead, it would be required to be replaced at the homeowner's expense.

Q: Can the sewer laterals be changed to a different location in the home?

A: Yes, but this would need to be conveyed to the Village as soon as possible.

Q: What streets would be constructed first?

A: The contractor will decide where construction would start. A contractor meeting with Engineer Vandoske and Doug Daun will be held within the next few weeks.

Q: Is the curbing going down the dead end at the end of West Barrett?

A: No, there are no utilities running down the dead end.

Q: What if you do not want your driveway approach to be that deep?

A: All approaches will be 14' 6" from the back of the curb.

Q: How wide will the new street be?

A: The street will be 31' from back of curb to back of curb.

Q: If it was decided to do the 5 year repayment plan can it be paid back sooner?

A: Yes, with no penalty.

Q: Are sidewalks remaining on Swift St?

A: This was decided many months ago, and Bertram will look back in the minutes to confirm what was decided.

Q: How much was the grant for?

A: The sewer received a grant for \$240,000. The entire project will cost 1.7M, but the Village locked into a 40-year loan at 1.75% interest.

Q: The cost of the \$3,060.00 for the basement connection, is that all-inclusive?

A: That is the boards understanding for how the quotes were received.

Q: Is there a way the payment option could be extended beyond 5 years?

A: This will be put on the next regular board meeting agenda.

All other questions were specific to people's properties. The names and phone numbers were taken, and Engineer Vandoske and Doug Daun will meet with them to go over the specifics.

Attorney Bauer stated that we need the waivers signed and returned no later than May 31. Even if property owners are getting their own private contractor to replace the lateral, they must send back the waiver stating so. The waivers can be mailed back to PO Box 128, Glenbeulah or put in the drop box at the hall.

The meeting was adjourned at 8:35PM.

Respectfully Submitted

Michele Bertram

Village of Glenbeulah

June 14, 2023, Minutes

DRAFT COPY

Present: Daun, DeTroye, Schaefer, Schubert, and Bertram

Absent: Olm

Guests: Nelda Bartlett, Stan Bartlett, Adam Konz, Mike Mooney, Tad Matzdorf, Janet Biskobing, Dave from the Plymouth Review, Beth Roehl, Dave Meinhert

Daun opened the Board meeting at 7:05PM

Approval of Minutes

Daun asked the Board if there were questions or changes to the May 10, 2023, Village Board Meeting minutes or a motion to accept the minutes as distributed to Board members before-hand, posted, and placed on the website – glenbeulahwi.gov. In a motion by Schaefer and seconded by DeTroye, the minutes were approved. Motion carried. In a motion by Schaefer and seconded by Schubert, the minutes for the May 17, 2023, construction meeting were approved. Motion carried.

Treasurer's Report

In a motion DeTroye and seconded by Schaefer, the treasurers report was approved. Motion carried. The report was signed by Trustee Schubert.

Citizen Comment

Janet Biskobing commented on a successful celebration of Zip Code Day. She recapped the activities and thanked all the businesses and individuals that gave the generous donations.

Old Business

USDA Grant/Swift Street, Barrett, Otis Street and Appleton street project

Awarding of the bids

The bids were awarded on 5/17/23 with Attorney Bauer present. Daun and Engineer Vandoske met with the contractor. They will be starting the 2nd or 3rd week of July. They will start on Appleton Street then move to North Otis. They will then follow up with Barrett Street from East to West and will work with the County for Swift Street. All the laterals will be done by digging the 4x4 hole in the basement of residents and then pipe burst from the street into the home. They will hang dust clothes and try to keep the dust to a minimum inside resident's basements. There were discussions of making the driveway approaches less than the 14'6" that was originally reported. Daun will talk to Engineer Vandoske and report back next month. In a motion by DeTroye and seconded by Schubert, the terms of the special assessment will be extended to 10 years at 3% interest. Motion carried. The full assessment can be paid in full upon invoice or assessed

over 10 years. The assessed amount can be paid in full at any time. All waivers have not been received back and Daun will contact Attorney Bauer to start the special assessment procedure.

Barb Schaefer – Meyer Park

Ms. Schaefer commented with the help of the Master Gardeners the prairie entrance has been planted. The fire department will flush out the burn spot in the upcoming months.

Cell Tower – Cty Rd S

Nothing to report.

Cemetery

Trustee DeTroye commented she received a quote for \$1,500-2,000 to cut down five trees that are dead. Will be looking for help with clean up and branch removal. Daun wanted to thank the 4H and Scott Kelling for the help with the annual cleanup. Mike Mooney asked if he could fix some of the headstones on his own time. Doug Daun and Stan Bartlett said they would help with this as well.

Easement agreement – Zachary Ziemann

The easement agreement was signed by both Mr. Ziemann and his lien holder. Attorney Bauer will get it recorded with the county.

Kettle Moraine Highland

Nothing to report.

New Business

Ramps on Sidewalk

It was asked if the ramps on Main Street sidewalks are to code. Daun measured and checked with the county, and they are to code.

Fire Dept/ Emergency Responders general business

The logs were reviewed. May calls – 4. May drill was RIT training, water rescue and truck checks. The department is getting two additional brands of Airpack quotes. They submitted a DNR 50/50 grant for 7 wildland/extrications suits and one AED. The fitness equipment delivery has been delayed until 8/23. It was asked if our Attorney could draft a waiver for each member to sign to use the equipment. The equipment will be for department members only. Four members are taking fire officer 1. One water rescue suit needs to be patched.

The EMS calls for may were: 0- Glenbeulah; 5 – Greenbush and 18 – Elkhart Lake. There was no training in May as they were working on getting licenses renewed. Hannah Farnsworth was added as Assistant Service Director.

Upgrade electrical hall and fire department

Daun stated that an electrician looked at the fire departments electrical box and it needs to be upgraded. Also, they cannot find the ground for that area. It was chased backed to the pump room. The cost to find the ground and update the electrical would be \$4-5,000.00. In a motion by DeTroye and seconded by Schubert the upgrade was approved. Motion carried.

Plan Commission

No one was present from the plan commission.

Building Permits

The building permits # 23/5- 23/9 presented to the board were approved in a motion by DeTroye and seconded by Schubert. Motion carried.

Ordinance revision chapter 8

The ordinance was revised again this month to include that any construction or work governed by the provision of this ordinance is commenced prior to the issuance of a permit, double fees shall be charged. In a motion by Schubert and seconded by Schaefer the ordinance was adopted. Motion carried. Daun also stated that permits are only good for 12 months from date of issuance and only for the work that is on the permit. If additional work is to be done, you must contact the inspector to have it added or take out an additional permit.

TIF District

None

Leash animal control and cleanup of dogs.

The statutes state that dog tags must be attached to dog collars per 174.042 WI State code. The village already has a leash ordinance- All dogs need to be on a leash outside of the owner's yard. A reminder to clean up after your animal is on the village sign.

CMAR resolution

In a motion by Schubert and seconded by Schaefer, Resolution 2023-1 approving the DNR CMAR report. Motion carried.

License renewals

In a motion by Schaefer and seconded by Schubert, all liquor license, operator licenses and the cigarette license for Fudgieknuckles and the RStore were approved. Motion carried.

Assessment reevaluation quote

The village received a budgetary quote for reevaluation of assessment. It was \$11,500 for a full reevaluation. Currently the village is in the third year of noncompliance with the state.

Vandalism in the park

The village has been having problems with three kids in the village parks with vandalism. In a resolution 2023-2, these children will be banned from all the village parks, cemetery, and reservoir area until 9/5/23 unless they are accompanied by an adult. It was approved in a motion by Schubert and seconded by Schaefer and carried. The signed resolution will be returned to the Attorney so notification to the parents can be done.

Correspondence for the month

The City of Plymouth sent an email about having testing reductions of the old incinerator site. The other municipalities had already agreed. In a motion by Schubert and seconded by Schaefer, the village agreed as well. Motion carried.

Committee Reports

None

Invoices

In a motion by Schaefer and seconded by Schubert, the June invoices were approved. Motion carried.

Meeting adjourned at 8:35 PM in a motion by Schaefer and seconded by Schubert. Motion carried.

Respectfully Submitted
Michele Bertram, Clerk/Treasurer

VILLAGE OF GLENBEULAH
BOARD OF REVIEW
6/6/23

Draft Copy

Present: Schaefer, Daun, Olm, Bertram and Tom Okrie, Associated Appraiser

Absent: DeTroye, Schubert

Bertram opened the 2023 Board of Review at 6:00PM. Doug Dawn was nominated as Chairperson in a motion by Olm and seconded by Schaefer. Motion carried. The certified member was Doug Daun and the notices for the Board of Review were posted at the Post Office, the Community Center, Rstore, and published in the Plymouth Review. There were no appointments scheduled and no one came during the session. The board reviewed the tax roll. The Board of Review was closed at 8:00PM in a motion by Olm and seconded by Daun. Motion carried.

Sincerely Submitted

Michele Bertram
Clerk/Treasurer

Village of Glenbeulah

July 12, 2023, Minutes

DRAFT COPY

Present: Daun, DeTroye, Schaefer, Schubert, Olm, and Bertram

Absent:

Guests: Stan Bartlett, Adam Konz, Mike Mooney, Kari Mooney, Tad Matzdorf, Dave from the Plymouth Review, Beth Roehl, Dave Meinert, Alex Schilsky, Kathy Olm, Steve Marchiando, and David Forth

Daun opened the Board meeting at 7:03PM

Approval of Minutes

Daun asked the Board if there were questions or changes to the June 14, 2023, Village Board Meeting minutes or a motion to accept the minutes as distributed to Board members before-hand, posted, and placed on the website – glenbeulahwi.gov. In a motion by Olm and seconded by Schaefer, the minutes were approved. Motion carried.

Treasurer's Report

In a motion by Olm and seconded by Schubert, the treasurers report was approved. Motion carried. The report was signed by Trustee Schaefer.

Citizen Comment

Kathy Olm commented about lack of cell phone reception and asked if the village had any knowledge of it. Daun suggested anyone with issues to call their cell provider. Barb Schaefer received a comment from a citizen about some of the flags on Main Street being faded. Trustee DeTroye will check out which flags should be removed and check into flag banners vs flags.

Old Business

USDA Grant/Swift Street, Barrett, Otis Street and Appleton street project Assessment procedures

Daun commented there are about 4-5 people that have not returned the assessment waiver. He will be contacting the property owners. He reviewed the progress and schedule of the streets. They will start on Otis Street and then move to Barrett. Swift Street will be last as we need to schedule with the County for that project. That would happen August – September. The driveway approaches will be changed from 14'6" to 10'. In a motion by DeTroye and seconded by Olm, the invoice for engineering was approved. Motion carried. We Energies needs to move an electrical pole on the corner of Swift and Barrett. The cost is \$2,270.00. In a motion by Olm and seconded by Schubert, the work order was signed and will be emailed back. Motion carried.

Barb Schaefer – Meyer Park

Ms. Schaefer thanked the fire department for irrigating some of the prairie. Also commented she saw the first monarch butterfly in the garden.

Cell Tower – Cty Rd S

Nothing to report.

Cemetery

DeTroye commented the tree removal will be on August 9th. Any resident that would like to help or would like some wood, are welcome to come. Any help will cut down on the cost of removal.

Kettle Moraine Highland

Nothing to report. This item will be removed from the agenda.

New Business

Fire Dept/ Emergency Responders general business – possible borrowing from the Village

The logs were reviewed. June calls –8. They thanked Jake and Carey from Fudgienuckles for running a fundraiser that donated \$4070.00 to the department. Hose testing was completed, and six sections fail – those will need to be replaced. Some that failed date back to 1977. The department helped with fire protection for area fireworks. The air pack demos are complete. Daun and DeTroye attended as well. MacQueen Equipment had the best cost for air packs. 7 air pack will be obsolete January 2024 and the other 10 will be obsolete the following year. A new compressor is needed because the old one would not be able to fill the new packs. The compressor dates to the 1980's. The Department has been in contact with MacQueen and explained the Federal mandate on the department and they offered a 'buy one air bottle get one free' – that is a savings of over \$20,000.00 The cost of 17 new packs would come to \$168,813.90 and the compressor to fill them would be an additional \$47,258.61. Daun spoke to NEBAT and they would give us a one year interest only loan and if we receive a grant by then they would rework the amount needed to be borrowed. Daun asked the audience members for their input. They agreed that they are a necessary piece of equipment needed for the firemen. It was asked if the compressor could be shared. Chief Konz said that would be unlikely, because of the turn around required to fill the air bottles. DeTroye stated that there were nicer packs that could be purchased, and the department made concessions and these packs are "bare bones" packs. There is a 15-year warranty. In a motion by Olm and seconded by Schubert, the packs will be ordered, and a loan will be taken from National Exchange Bank and Trust. Motion carried. DeTroye and the department are working on grants that will help defer the cost.

The EMS calls for June were: 2- Glenbeulah; 3 – Greenbush and 25 – Elkhart Lake. Training for June was baseline vitals. They are updating the first responder standard operating guidelines. There are 8 current EMS members and one waiting on Aurora to add to the roster. The EMS is still looking for more members.

Plan Commission

There will be no July meeting if no one contacts MK Whyte by noon on Saturday.

Building Permits

The building permits #23/10- 23/13 presented to the board were approved in a motion by DeTroye and seconded by Olm. Motion carried.

Ordinance 8.08 Fence regulation

Our Attorney drafted ordinance 8.08 regulating fences. There is already an ordinance 8.08 so this would be numbered 8.09. Daun read the ordinance and changes were made. He will contact the attorney with the revisions, and it will be presented again next month.

TIF District

None

Law Enforcement

The log was reviewed.

Billboard R-Store

Daun was in contact with Barb Campbell from Lamar Billboards asking if the village has a sign ordinance and placement of one at 211 Main Street. We do not have a sign ordinance and Daun asked for more information. She will get it to him. He said any sign would need to be presented to the plan commission and have board approval.

Resignation of Dan Grunewald – water operator.

The resignation of Dan Grunewald was received, and his last day will be 7/15/23. Daun has been working with the DNR to help find a licensed operator until a permanent operator can be found.

Letter of engagement for audit with Corson, Peterson & Hamann

In a motion by DeTroye and seconded by Schubert, the letter of engagement was signed. Motion carried.

Confirmation of bank inquires for Corson, Peterson & Hamann

In a motion by DeTroye and seconded by Olm, the confirmation letter was signed. Motion carried.

Correspondence for the month

They were passed around for the board to view.

Committee Reports

The park playhouse needs some maintenance work done and the signposts at the park need repair. The street signposts need to be stained. The street committee suggested they be stained black.

Invoices

In a motion by Schubert and seconded by DeTroye, the July invoices were approved. Motion carried.

Meeting adjourned at 9:04 PM in a motion by DeTroye and seconded by Schaefer. Motion carried.

Respectfully Submitted
Michele Bertram, Clerk/Treasurer

DRAFT

Village of Glenbeulah

August 9, 2023, Minutes

DRAFT COPY

Present: Daun, DeTroye, Schaefer, Schubert, Olm, and Bertram

Absent:

Guests: Mike Mooney, Kari Mooney, Tad Matzdorf, Dave from the Plymouth Review, Kathy Olm, Scott Kelling, Janet Biskobing, Chris and Arthur Birch, AJ Schillingowski, Ryan Feldmann, Ginny Hintz, Warren Vandoske, Dave Hamann, and Don Ditter

Daun opened the Board meeting at 7:12PM

Approval of Minutes

Daun asked the Board if there were questions or changes to the July 12, 2023, Village Board Meeting minutes or a motion to accept the minutes as distributed to Board members before-hand, posted, and placed on the website – glenbeulahwi.gov. In a motion by Olm and seconded by Schaefer, the minutes were approved with the cemetery work date to be 8/19 and not 8/9. Motion carried.

Treasurer's Report

In a motion by Schaefer and seconded by DeTroye, the treasurers report was approved. Motion carried. The report was signed by Trustee Olm.

Citizen Comment

Kari Mooney asked if on next months agenda we could discuss changing the tennis court to have pickle ball lines as well.

The order of the agenda was changed to accommodate the audience.

New Business

Ginny Hintz, Onward Accounting & Consulting

Ms. Hintz is working with the village to change over to accrual-based accounting and getting everything ready for our single audit. She explained to the board the water PILOT and sewer general obligation debt levy. She and Accountant Hamann agreed that there was never a resolution submitted to the PSC for the village to waive the PILOT equivalent. We could pass a resolution making it to be the same amount each year. She will send sample resolutions. Discussion was held on how the USDA loan payment could be split between the utilities and the village.

Old Business

USDA Grant/Swift Street, Barrett, Otis Street and Appleton Street project

Engineer Vandoske updated on how the project is going to date. Appleton Street is complete with water, sewer, and storm and the laterals are finished. Otis Street is finished with water and sewer and laterals being completed. Water and sewer on W. Barrett Street is completed and they are starting on the laterals. E. Barrett Street has the water completed. He said the project is moving forward at a good pace and Kruczek is doing a good job cleaning up. It was asked if anyone has any questions about the project or how it affects them directly, please contact a Village board member or Engineer Vandoske. Approval of construction invoices: Kruczek Construction draw 1 \$234,120.83 was approved by Olm and seconded by Schaefer and carried. Warren Vandoke draw 2 for \$9,840.00 was approved by Olm and seconded by Schubert and carried. Total Plumbing extra for 114 Appleton Street in the amount of \$1,072.12 was approved in a motion by Olm and seconded by Schaefer and carried. Total Plumbing extra for 108 Appleton St for \$666.76 was approved by Schaefer and seconded by Schubert and carried.

Barb Schaefer – Meyer Park

Ms. Schaefer stated that the “all kill” was completed. The cedar fence is to be installed on the south side of the park entrance. There is 10 weeks left until the grant expires. The seed for the prairie needs to be done and the rip rap needs to be removed yet.

Cell Tower – Cty Rd S

Nothing to report.

Cemetery

DeTroye commented the tree removal will be on August 19th at 8AM. Scott Kelling requested additional trees be removed and submitted a donation for that to be done. DeTroye also asked if plots could be sold, -no additional plots can be purchased but if someone already has plots, they can be used. Next years project would be to repair the road entry.

Billboard – R Store

Daun reached out to the Lamar company and has received no other communication. This will be removed from future agendas.

New Business

Fire Dept/ Emergency Responders general business – possible borrowing from the Village

The logs were reviewed. July calls –8. Drill for July was pump training. The air packs and compressor have been ordered. DeTroye will help to submit and grant to replace bad hoses found during hose testing. The cardio/fitness equipment will be delivered on 8/22 and 9/22. A Release of Liability for the fitness equipment was written by the attorney and in a motion by Olm and seconded by Schaefer, the form was approved. Carried

by all. Elkhart Cares donated \$500.00 toward the extraction equipment. Three members are State Certified Officers.

EMS report was not received by the date of the meeting.

Plan Commission

There was a special meeting held on 8/2 to have lot 4 on East Benson Street rezoned from R2 to R1, the rezoning process was not required after talking to the attorney for what the owner wanted to do. A building permit for the new home can be obtained by the inspector after the owner supplies the necessary requirements.

Building Permits

The building permits #23/13- 23/18 presented to the board were approved in a motion by Olm and seconded by Schubert. Motion carried.

Ordinance 8.09 Fence regulation

The redraft of the fence ordinance was reviewed. Discussion was held about the length of time for a temporary fence. This will be redrafted again for next month.

TIF District

None

Law Enforcement

The log was reviewed. The rates for 2023 will be raised to \$48.87 per hour.

Parkhouse – benches

Schubert is checking on costs to replace a few benches at the park. In a motion by Schubert and seconded by Schaefer the park playhouse will be repaired with soffit and fascia. Motion carried.

Flags – banners

Discussion was held about replacing the American flags or maybe putting up flag banners. The village received a generous donation for 20 American Flags from Clarifying Numbers. The board thanked the donor. Schubert will check into replacing some of the damage banners and obtain costs.

Village Sign

In the past the village sign was strictly for village, fire department, or school messages. It was discussed to allow community involvement events as well.

Village Board Member onboarding

Schubert drafted a new trustee orientation booklet. Changes and suggestions can be made and discussed next month.

Insurance Claim

The lift station at the park had a power outage and two houses on North Swift Steet had sewage in the basement. It was a three-phase electrical issue and has since been repaired. Daun will be checking into the cost of a battery backup system. Cost of remediation by Badger Restoration has been sent to our insurance company.

Operator Licenses

Three operator licenses for the RStore were approved in a motion by DeTroye and seconded by Olm and carried.

Midwest Contract Operations – water treatment

With the resignation of water operator Dan Grunewald, the village obtained Midwest Contract Operation (MCO) to do the monthly, quarterly, and annual testing and submittance to the DNR. In a motion by Schaefer and seconded by DeTroye the contract was signed. The cost being \$1,282.00. Motion carried. The village will still need to do daily readings.

Correspondence for the month

NEBAT sent an email that there may be a possible grant for the air packs in 2024 but the grant money for 2023 is gone already. An email was received regarding tiny houses in the village. The attorney was contacted, and a tiny house can be in the village, but it must be hooked up to water/ sewer and electrical and meet the minimum footage. Also, it was questioned if an accessory structure could be placed on a parcel on its own. The answer is no. It must have a primary structure on the parcel as well.

Committee Reports

None

Invoices

In a motion by Schubert and seconded by DeTroye, the August invoices were approved. Motion carried.

Meeting adjourned at 9:47 PM in a motion by DeTroye and seconded by Olm. Motion carried.

Respectfully Submitted
Michele Bertram, Clerk/Treasurer

Village of Glenbeulah

September 13, 2023, Minutes

DRAFT COPY

Present: Daun, DeTroye, Schaefer, Schubert, Olm, and Bertram

Absent:

Guests: Mike Mooney, Kari Mooney, Dave from the Plymouth Review, Kathy Olm, Janet Biskobing, John Fleishmann, and Linda Mintner

Daun opened the Board meeting at 7:02PM

Approval of Minutes

Daun asked the Board if there were questions or changes to the August 9, 2023, Village Board Meeting minutes or a motion to accept the minutes as distributed to Board members before-hand, posted, and placed on the website – glenbeulahwi.gov. In a motion by Olm and seconded by DeTroye, the minutes were approved. Motion carried.

Treasurer's Report

In a motion by Olm and seconded by Schaefer, the treasurers report was approved. Motion carried. The report was signed by Trustee Schubert.

Citizen Comment

A Village resident asked if something could be put on the sign regarding keeping pet on a leash and in your own yard.

The order of the agenda was changed to accommodate the audience.

Old Business

Barb Schaefer – Meyer Park

Ms. Schaefer stated the grant expires in 6 weeks and the project needs to be completed. She received a permit for a fence and Diggers Hotline has been called. They are going to put a shorter fence than was originally planned but could add on in the future if needed. The seeds were ordered last week and will be hand planted once they arrive. Discussion was held on the removal of the rip rap. Baumann Excavation will haul it away with a donation. Some will be needed in spring by the mill pond and talk was where it could be placed until then. Barb will ask if they can set some aside and haul back in spring.

Cell Tower – Cty Rd S

Nothing to report.

Cemetery

DeTroye updated that the trees have been cut down and they will return in November to trim the oak trees. The Fire Department removed two additional trees and removed a lot of brush as well. The Board thanked the department for all the help.

Ordinance 8.09 Fence regulation

Daun received a revised copy of the fence ordinance. No permit will be required for a garden or snow fence as long as it is only up for 6 months or less. In a motion by DeTroye and seconded by Olm the fence ordinance was approved. Motion carried.

Village Board Member onboarding

Schubert is making a few changes and asked when to implement it. Spring elections are in April with the first meeting of a new trustee to be in May. It was suggested that before the June meeting would be a good time. Utility pump house onboarding will take place Saturday to learn pump readings.

Insurance Claim

Our claims adjuster is working with the two homeowners affected when the lift station electricity was out. Daun is working with Specht Electric to get quotes for a battery backup. The EMS Responder rig was backed into by the Plymouth PD. They are working on getting quotes and the City of Plymouth will pay direct for repairs. There was a tree that fell in the park on the pavilion. Daun is working to get quotes for repair.

Parkhouse – benches

Schubert is still working on park benches, and the parkhouse will be repaired in spring.

Linda Mintner -alley

Linda Mintner's driveway comes off the alley and the Village has plans on abandoning that alley and a few others. Olm will be working on the abandonment process and will contact the attorney if the process can be expedited for Linda to blacktop before winter.

Fire Dept/Emergency Responders general business

The logs were reviewed. August calls –16. Drill for August was training on lost/injured hunters, air pack training and pumping drill. All air packs and the compressor are in service. The cardio equipment has arrived and is usable for members. They are working on updating the bylaws. The department participated in an active shooter event with the Plymouth FD and PD at the fairgrounds. Elections were held at the annual August meeting: Chief: Adam Konz, 1st Asst: Andrew Schillingowski, 2nd Asst: Ryan Feldmann, Captain: Jay Reimer, Lieutenant: Alex Schillsky, Treasurer: Amanda Schillingowski, Secretary: Hannah Farnsworth, Safety/EMS: Tad Matzdorf, Lead Engineer: Scott Nett and PIO: Dan Merten. The Fire Department log ended thanking the Village board, residents, and outside supporters for the continued support to the GFD department. The EMS responded to 19 calls for the month of July. Sent a request

to Sargento to help with the purchase of defibrillators. Still waiting to hear back on some grants that were submitted a few months ago. If the grants are denied, they will need to be purchased because parts are no longer made.

Plan Commission

If MK Whyte does not have a plan commission request by noon on Saturday, no meeting will be held for the month of September.

Building Permits

The building permits #23/19- 23/22 presented to the board were approved in a motion by Olm and seconded by DeTroye. Motion carried.

TIF District

None

Pickle ball

A request was made to make a pickle ball court within the tennis court. The pickle ball court will be taped in red, and a net strap can be purchased for approx. \$25.00. This will be lined in spring.

Law Enforcement

The log was reviewed.

Operator Licenses

The operator licenses for the RStore were approved in a motion by Schubert and seconded by DeTroye and carried.

Sheboygan County Shared Revenue Program 1/2% tax

In a motion by Olm and seconded by DeTroye the annual program was approved and signed. The money will go to Walnut St- cemetery entrance. Motion carried.

Resolution 2023-4 -Tax Equivalent

In a motion by DeTroye and seconded by Schaefer the tax equivalent will be set at a fixed rate of \$11,000.00. Motion carried.

Draft audit

The 2022 audit draft was reviewed by the board and in a motion by DeTroye and seconded by Schaefer, the audit was approved. Motion carried.

USDA Grant/Swift Street, Barrett, Otis Street and Appleton Street project

Daun read a tentative timeline of Northeast Asphalt's schedule. They will be starting the week of the 9/18. Grading will be done by laser. Curb and gutter to be done by end of September. Blacktop and restoration by October. The county will be doing Swift Street and will start after they complete another project. Invoices were approved

as follows: Harper Pumping \$1420.00 -Motion by DeTroye, seconded by Schubert and carried by all. Warren Vandoske- Invoice 3 - \$14,980.00 -Motion by Olm, seconded by Schubert and carried by all. Northeast Asphalt Inc - Invoice #1 - \$11,186.25 -Motion by Olm, seconded by DeTroye and carried by all. Kruczek Construction Inc- Invoice #2 - \$444,176.27 -Motion by Olm, seconded by Schaefer and carried by all. Total Plumbing -Invoice 1129 - \$1388.12 -Motion by Schubert, seconded by Schaefer and carried. Weber Wood Cutting LLC - Invoice 1748 - \$2600.00 -Motion by DeTroye, seconded by Schaefer, and carried by all.

Correspondence for the month

LRIP sent an online invitation to attend the meeting. Daun will contact the County because it is during the day, and no one is able to attend.

Committee Reports

The budget committee will meet 10/2 to work on the proposed 2024 budget.

Invoices

In a motion by Schubert and seconded by DeTroye, the September invoices were approved. Motion carried.

Meeting adjourned at 8:43 PM in a motion by DeTroye and seconded by Schaefer. Motion carried.

Respectfully Submitted
Michele Bertram, Clerk/Treasurer

Village of Glenbeulah

October 11, 2023, Minutes

DRAFT COPY

Present: Daun, DeTroye, Schaefer, Schubert, and Bertram

Absent: Olm

Guests: Mike Mooney, Kari Mooney, Dave from the Plymouth Review, Isaiah Fries, Adam Konz, and Stan Bartlett – Engineer Vandoske – 7:30

Daun opened the Board meeting at 7:00PM

Approval of Minutes

Daun asked the Board if there were questions or changes to the September 13, 2023, Village Board Meeting minutes or a motion to accept the minutes as distributed to Board members before-hand, posted, and placed on the website – glenbeulahwi.gov. In a motion by DeTroye and seconded by Schubert, the minutes were approved. Motion carried.

Treasurer's Report

In a motion by DeTroye and seconded by Schubert, the treasurers report was approved. Motion carried. The report was signed by Trustee Schaefer.

Citizen Comment

None

The order of the agenda was changed to accommodate the audience.

Old Business

Barb Schaefer – Meyer Park

Ms. Schaefer commented that the rip rap has been hauled away. Kathy Olm, Dave Rockhill, Sue Brown, and Barb Schaefer have been raking stones and seeding. The entrance sign is ordered and in a motion by Schubert and seconded by DeTroye, the sign will be paid for prior to the meeting so it can be included in the grant. The cost will be \$1400.00. Motion carried. Discussion was held on how to label the different levels of donations. The Osprey pole will be installed before the end of the month. Rick Hill made a donation, and a donation was received for the cost of the rip rap removal.

Cell Tower – Cty Rd S

Nothing to report.

Cemetery

The remainder of the tree trimming will be done within the next few weeks.

Village Board Member onboarding

Schubert is finalizing the last of the changes. This item will be removed from the agenda.

Insurance Claim

Nothing to report.

Parkhouse – benches

Nothing to report and this item will be removed until next spring.

New Business

Fire Dept/Emergency Responders general business

The logs were reviewed. September calls –5. Drill for September was firefighter confidence at the Plymouth training house. We received the DNR grant for 7 suits and 1 defib. No repairs were needed after pump testing. The grant from Compeer Financial to replace the LDH hose on Engine 961 was awarded. Thank you, Alyssa, for doing a great job writing the grant. JSM installed the new exterior locks. The village can add to the system for any doors in the future. Tenpas drywall installed drywall for the lower half of the loft. Asked if the village would be willing to pick up the cost of \$2,900.00. After discussion, Schubert motioned to pay for half of the cost, seconded by DeTroye and carried. There was not an EMS report this month.

Plan Commission

Nothing to report.

Building Permits

The building permit 23-25 presented to the board was approved in a motion by DeTroye and seconded by Schubert. Motion carried.

TIF District

None

Alley Vacation

Daun read a text from Trustee Olm, the village needs CSM maps of all alleys they want vacated. A resolution will need to be drafted. Olm communicated with Linda Mintner this will be ready next spring. Engineer Vandoske will do the alley work once the street construction is completed.

Law Enforcement

The log was reviewed.

Sheriff Contract

In a motion by Schaefer and seconded by Schubert, the 2024 contract was signed. The cost is \$10,164.96 for the year. Motion carried.

USDA Grant/Swift Street, Barrett, Otis Street and Appleton Street project

Engineer Vandoske gave an update on the project – the curb and gutter on Barrett, Otis and Appleton Street is completed. Yard grading will be done by the end of the following week with landscaping to follow. There will be a 2' flare on the 10' driveway approaches and a few residents will be having either a 14' or 16' approach to accommodate the grade. In a motion by Schubert and seconded by DeTroye, the presented invoices were approved. Motion carried.

2024 Proposed Budget

The proposed budget was reviewed by the board members. It will be published in the paper and posted. A public hearing will take place prior to the November meeting for approval.

Correspondence for the month

Daun responded to an email about someone planning on moving to the Village and wanting chickens. He supplied the ordinance number stating the village does not allow chickens.

Committee Reports

Daun reported the village portion of the LRIP program will be \$5,000.00. The money can be used for the 2024 proposed Walnut cemetery road repair. Daun will check with the county on how to file the request. Trick or Treat will be held on Oct 31 from 5-7PM.

Invoices

In a motion by DeTroye and seconded by Schaefer, the October invoices were approved. Motion carried.

Meeting adjourned at 7:58 PM in a motion by DeTroye and seconded by Schubert. Motion carried.

Respectfully Submitted
Michele Bertram, Clerk/Treasurer

Village of Glenbeulah

November 8, 2023, Minutes

DRAFT COPY

Present: Daun, DeTroye, Olm, Schubert, and Bertram

Absent: Schaefer

Guests: Mike Mooney, Kari Mooney, Isaiah Fries, Adam Konz, Engineer Vandoske, Kathy Olm, Scott Starnitcky, Eileen Starnitcky, Janet Biskobing, and Tim from JSM Secure

Daun opened the Board meeting at 7:00PM

Daun opened the public hearing with roll call: DeTroye, Schubert, Olm, Daun, and Bertram

Asked the audience if anyone had questions for the proposed 2024 budget. Kari Mooney asked about the increase in miscellaneous income from the prior year – it is due to higher interest rates and the interest income. Also asked about the increase in the Capital Outlay – that is due to the air packs. No further questions were asked so in a motion by Olm and seconded by Schubert, the public hearing was closed.

Approval of Minutes

Daun asked the Board if there were questions or changes to the October 11, 2023, Village Board Meeting minutes or a motion to accept the minutes as distributed to Board members before-hand, posted, and placed on the website – glenbeulahwi.gov. In a motion by DeTroye and seconded by Schubert, the minutes were approved. Motion carried.

Treasurer's Report

In a motion by DeTroye and seconded by Olm, the treasurers report was approved. Motion carried. The report was signed by Trustee DeTroye.

Citizen Comment

None

Old Business

USDA Grant/Swift Street, Barrett, Otis Street and Appleton Street project

Engineer Vandoske gave an update on the project – the blacktop on Otis, Barrett, and Appleton are complete. Swift St will be happening soon. After talking to the USDA found the village can do a retainage. We will be doing that for the landscaping. It is late in the year and would have to either replant or touch up in spring, so this portion will wait. They will put erosion control where necessary.

Barb Schaefer – Meyer Park

Ms. Schaefer was not in attendance this evening, but the grant was successfully done and the second portion of funds from the county came in the mail today.

Cell Tower – Cty Rd S

Bertram checked with the Town of Plymouth and there is nothing to report. This item will be removed from future agendas.

Cemetery

Nothing to report.

2024 Proposed budget

In a motion by Olm and seconded by DeTroye, the 2024 budget was approved. Motion carried.

Alley Vacation

Olm updated the board and Engineer Vandoske thought he would be ready to survey and map starting in January. Olm contacted Mrs. Mintner of the process. Schubert asked what alleys all were being vacated, so Olm read the list. Vandoske suggested the board rethink the alley on the north side of the old school because it has drainage easements.

New Business

Eileen Starnitcky – sewer lateral

She questioned why her lateral was replaced. She stated that some of the workers did not think it was necessary. Vandoske and Daun have questions for the contractor and will ask. Vandoske asked Mrs. Starnitcky to put in writing her concerns so they can be addressed. She also asked about the shut offs in the yard sticking up. Vandoske stated after seeding these will be adjusted.

Associated Appraisal – revaluation

The village is on year 4 of being non-compliant with the Department of Revenue. Discussion was held and in a motion by Olm and seconded by Schubert, a full revaluation will be done in 2024 by Associated Appraisal. Motion carried.

Fire Dept/Emergency Responders general business

The logs were reviewed. October calls –13. Drill for October was live fire training, RIT and hose advancement at the house in Plymouth. Seven suits and defib have been ordered with the grant from the DNR. The LDH hose from the Compeer grant has been ordered. Three members finished the Firefighter class. On December 3rd members will be walking around selling the 31 Days of Christmas raffle tickets. The Ladies Auxiliary will be hosting the Santa parade. It will be on 12/3 – starting at 2PM. Tim from JSM highlighted the new lock system for the Fire Department and put together a quote for the Village Hall side. This will be put on the agenda for December.

The EMS added a new member, Adam Multer. They are continuing to look for new members. For September they responded to 20 EMS calls. The department received funds from Sargento to purchase two defibrillators.

Plan Commission

Nothing to report. No meeting will be held in November unless MK Whyte receives a request by noon on Saturday.

Building Permits

The permits were not received at the time of the meeting.

TIF District

None

Law Enforcement

The log was reviewed.

Operator License – R Store

In a motion by DeTroye and seconded by Olm, the license was approved. Motion carried.

911 Joint Powers agreement

Olm mentioned Sheboygan County will be rolling out a county alert system for cell phones. More detail will be coming soon. In a motion by Olm and seconded by Schubert, the 911 Joint agreement was signed. Motion carried.

LRIP

Daun and Bertram applied for the 2024-25 monies. It usually is \$5,000.00 but two communities did not apply so it was increased to \$8074.00. The Village needs to spend double that amount to be approved. The money will go toward paving the entrance of the cemetery on Walnut.

Correspondence for the month

Daun passed around information on the cable rail system for the mezzanine. In a motion by Olm and seconded by DeTroye, the rail system will be purchased for \$1,683.06 and the installation of the system will be donated labor. Motion carried.

Committee Reports

None

Invoices

In a motion by DeTroye and seconded by Schubert, the November invoices were approved. Motion carried.

Meeting adjourned at 8:14 PM in a motion by DeTroye and seconded by Schubert. Motion carried.

Respectfully Submitted

Michele Bertram, Clerk/Treasurer

Village of Glenbeulah

December 13, 2023, Minutes

DRAFT COPY

Present: Daun, DeTroye, Schaefer, Olm, Schubert, and Bertram

Absent:

Guests: Attorney Bauer, Mike Mooney, Kari Mooney, Adam Konz, Dave from the Plymouth Review, Kathy Olm, and Tad Matzdorf

Daun opened the Board meeting at 7:00PM

Daun opened the public hearing with roll call: DeTroye, Schubert, Schaefer, Olm, Daun, and Bertram

Approval of Minutes

Daun asked the Board if there were questions or changes to the November 8, 2023, Village Board Meeting minutes or a motion to accept the minutes as distributed to Board members before-hand, posted, and placed on the website – glenbeulahwi.gov. In a motion by Olm and seconded by DeTroye, the minutes were approved. Motion carried.

Treasurer's Report

In a motion by DeTroye and seconded by Schubert, the treasurers report was approved. Motion carried. The report was signed by Trustee Schaefer.

Citizen Comment

None

Order of the agenda was changed

Barb Schaefer – Meyer Park

Ms. Schaefer updated that the osprey pole was up and most of the prairie planted. One area needs to be mowed several times before being planted. The entrance sign will be hung soon and the donor sign is still being planned.

Cemetery

Nothing to report.

Alley Vacation

Nothing to report to date.

Associate Appraisal – contract for revaluation

Associated Appraisal is booked for the year 2024. In a motion by Schaefer and seconded by Schubert, the contract was signed for a full revaluation for 2025. Motion carried.

Old Business

USDA Grant/Swift Street, Barrett, Otis Street and Appleton Street project

Attorney Bauer recapped the USDA Grant/Loan. The loan is a revenue mortgage bond loan with a locked in interest rate of 1.75% for 40 years. The revenue from the water and sewer rates will repay the loan payments. This is not general obligation debt. Daun thanked Attorney Bauer, Engineer Vandoske and staff for all the work that was put in over the past few years and months to get the grant process completed.

New Business:

Discussion/Action – Resolution of the Village of Glenbeulah to Adopt a Limited English Proficiency Language Access Plan and to Authorize President and Clerk/Treasurer to Execute Any and All USDA Rural Development Financing Documents.

In a motion by Schaefer and seconded by Olm, the 2023-6 resolution for a language access plan was approved. Motion carried.

Discussion/Action – Water and Waste System Grant Agreement (Sewer)

In a motion by Olm and seconded by Schaefer, the sewer grant agreement was signed. Motion carried.

Discussion/Action – A Resolution Authorizing the Issuance and Sale of \$1,462,000 Water System and Sewer System Mortgage Revenue Bonds of the Village of Glenbeulah, Sheboygan County, Wisconsin and Providing for the Payment of the Bonds and Other Details with Respect to the Bonds

In a motion by DeTroye and seconded by Olm, Resolution 2023-5 was approved and signed authorizing the issuance and sale of \$1,462,000 water system and sewer system revenue bonds . Motion carried.

Discussion/Action – USDA Loan Resolution authorizing issuance of bonds in a sum not to exceed \$1,102,000.

In a motion by DeTroye and seconded by Olm, the USDA Loan resolution was approved and signed. Motion carried by all 5 – AYE 0 – NAY

Discussion/Action – USDA Loan Resolution authorizing issuance of bonds in a sum not to exceed \$360,000.

In a motion by DeTroye and seconded by Olm, the USDA Loan resolution was approved and signed. Motion carried by all 5 – AYE 0 – NAY

JSM Proposal

The village received a proposal to hook up the lock system with the Fire Department system for \$8,114.58. Discussion was held about the justification of the cost. It was brought up that the pump house for the well system is housed at the village hall and would add another level of security. In a motion by Olm and seconded by DeTroye, the village will proceed with the lock system. Motion carried. Schubert – Nay.

Fire Dept/Emergency Responders general business

The logs were reviewed. November calls –10. Drill for November was ice rescue practice. The Seven suits and defib have been ordered for the DNR grant. No repairs were needed on

equipment. One member is starting FF class in January. The department By-Laws are being updated. They will be sent to the Village Attorney for review and recommendations. Fudgienuckles will be holding a chili cook off fundraiser for the department.

The EMS log was reviewed. Olm asked if the log sheet could be formatted differently. Tad will come up with something. Current membership is 10. The state changed a law for first responders no longer requiring national registry testing. Calls for the month of November were 29 and totally for the year to date are 266.

Plan Commission

Nothing to report. No meeting will be held in December unless MK Whyte receives a request by noon on Saturday.

Building Permits

The permits were passed around. Permits were approved in a motion by Schubert and seconded by DeTroye, with the permit for 249 S Otis to be followed up that certain things were done before the mobile home could be removed. Motion carried.

TIF District

None

Law Enforcement

The log was not received in time for the December meeting.

Operator License – R Store

In a motion by Olm and seconded by Schaefer, the license was approved. Motion carried.

MCO 2024 Contract

In a motion by DeTroye and seconded by Schubert the 2024 contract with Midwest Contract Operations to manage the water treatment facilities was approved. Motion carried.

Street Lights

If a streetlight is out- any village resident or board member can report it to We Energies – there is a street light outage area on their website.

Caucus Date

The Village caucus will be held at 7:00PM on January 10, 2024, before the regular board meeting. Trustee DeTroye and Trustee Schubert terms conclude in April 2024.

Election worker appointment for 2024-2025

In a motion by Olm and seconded by Schubert, Penny Klefstad, Eileen Starnitcky, Lynette Fiebrink, Janet Biskobing, Gail Weiss, Kay Schill, Barb Schaefer, Vicki Vande Yacht, and Kari Mooney were appointed for the 2024-2025 term. Motion carried. Oaths will be mailed.

Electric Trimmer

The village trimmer is in need of being replaced. Received a quote for a gas operated one and a battery-operated unit. In a motion by Olm and seconded by Schaefer, the battery one will be purchased along with an additional battery for \$275.00.

Yard Waste Equipment Reimbursement

The Village has borrowed a skid loader from Northview Services for the past 5 years to push down yard waste and prolonging the dumpster pickup. By doing this over the years it was calculated we saved the pickup of approximately 35 dumpsters at \$265.00 a pickup for a total of \$9,275.00 of savings. It was proposed to pay a portion of new tires for the skid steer. In a motion by Olm and seconded by Schaefer the Village will pay \$1,500.00. Motion carried.

Utility Clerk

In a motion by DeTroye and seconded by Schaefer the board moved into closed session at 8:23PM. Roll call vote: DeTroye- aye, Schaefer – aye; Schubert – aye; Olm – aye; Motion carried. In a motion by Olm and seconded by Schubert, open session resumed at 8:52PM. Roll call vote: DeTroye- aye, Schaefer – aye; Schubert – aye; Olm – aye; Motion carried. No action taken.

Correspondence for the month

None

Committee Reports

None

Invoices

In a motion by DeTroye and seconded by Schaefer, the December invoices were approved. Motion carried.

Meeting adjourned at 8:57 PM in a motion by Olm and seconded by DeTroye. Motion carried.

Respectfully Submitted

Michele Bertram, Clerk/Treasurer