

VILLAGE OF CURTISS

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MONTHLY MEETING MINUTES

Tuesday, December 3, 2019 at 6:00 pm in the Village Hall

1. President Randy Busse called the meeting to order at 6:00 pm. Present were: Trustee Betty Rettig, Trustee Jonathan Unruh, Deputy Clerk/Treasurer Jane Stoiber and Clerk Megan Zoellick. Others in attendance: Dave Krugler, Ross Patterman, Linette Unruh, Ron Kundinger, and Sandy Busse. Pledge of Allegiance was recited.
2. Proper posting of the agenda was noted by the Village Board members.
3. Motion by Unruh, second by Rettig to approve the minutes from the November 2019 meetings with corrections. Motion carried 3-0.
4. Public Comment:
 - a. Residents Sandy Busse stated that there is a dog running around town.
5. MSA Report: MSA updated given by Dave Krugler. <see attached>
 - a. Motion by Rettig, second by Unruh to have MSA provide a letter to the DNR stating that Well #11 is offline and is an emergency well. Motion carried 3-0.
6. Clerk/Treasurer Report:
 - a. General fund: \$384,508.54
 - b. Utility fund: \$717,200.00
7. DPW Report: President Busse reported that there was a water leak at 800 Meridian Street, the water has been shut off and the owner is aware. Mike Davy (Davy Engineering) and Amber Danielski (CliftonLarsonAllen) are working through some numbers for the sewer agreement update. Hunters were going through Village and resident's property, signs have been posted that there is not hunting within Village limits. The chlorine pump at the water treatment plant doesn't always prime, Hawkins has been called to fix/replace it.
8. Board business requiring discussion/action:
 - a. There were no permits/licenses to approve.
 - b. Motion by Unruh, second by Rettig to approve the monthly bills with the exception of G2825 Cypher Electric, and G2831 Beran Diversified, and S2340 Bay Towel until they are looked into further. General # 2821-2835, Utility #2337-2355. Motion carried 3-0.
 - c. No action taken on the Abbyland October sewer invoices, will be placed on the special agenda for Friday, December 6, 2019.
 - d. The board is currently using Davy Engineering to help update the sewer agreement with Abbyland. There will be no change at this time.
 - e. No action taken on allowing Erdman's to put gravel on the alley to access their property. The board discussed drawing up an agreement, checking that the roadway would have the proper amount of gravel and be properly maintained. One concern is the amount of usage the alley would receive afterwards.

- f. Motion by Rettig, second by Unruh to reimburse Nick Wirtala for the cost of renewing his water certification. The cost was \$45.79. Motion carried 3-0.
 - g. Motion by Unruh, second by Rettig to schedule interviews for the Public Works position on Friday, December 6 starting at 6pm for Jamie Tuinstra, Ryan Maldonis, and Larry Swarr. Motion carried 3-0.
 - h. Motion by Unruh, second by Rettig to approve the OWC Fire District assessment of \$26,319 for 2020. Motion carried 3-0.
 - i. Motion by Unruh, second by Rettig to approve paying \$39,500.00 from the General Account to the Utility Account for Fire Protection for 2020. Motion carried 3-0.
 - j. Motion by Unruh, second by Rettig to approve paying \$30,000.00 PILOT (tax equivalent) from the Utility Fund to the General Fund for 2020. Motion carried 3-0.
 - k. Motion by Unruh, second by Rettig to approve paying \$5,000.00 into the Lawn Mower/Truck Fund for 2020. (\$2,500 from General, \$1,250 from Water, \$1,250 from Sewer). Motion carried 3-0.
 - l. Motion Rettig, second by Unruh to approve paying \$7,500.00 into the Fire Equipment Fund from the General Fund for 2020. Motion carried 3-0.
 - m. Motion by Unruh, second by Rettig to approve paying \$12,180 for garbage reimbursement from the Utility Fund to the General Fund for 2020. Motion carried 3-0.
 - n. Motion by Unruh, second by Rettig to approve the 2019 Special Charges for the Village of Curtiss in the amount of \$952.44 to be levied against the individual tax parcel. Motion carried 3-0.
 - o. Motion by Unruh, second by Rettig to approve the 2020 General, Water, and Sewer Budgets. Motion carried 3-0.
 - p. Motion by Unruh, second by Rettig to approve temporarily changing Clerk's office hours to Mondays and Wednesdays from 10am-2pm to accommodate Clerk Zoellick's new job.
9. Old Business:
- a. The original Fire Hall loan has been paid off, payment of the new loan through Citizens State bank will begin November 2020.
10. New Business:
- a. A maintenance agreement may be needed for the generators since they have been showing various alarms
11. Motion by Rettig, second by Unruh to adjourn the meeting at 7:28 pm. Motion carried 3-0.

Submitted by _____ Village Clerk

Approved by _____ Village President

Approved on _____