

VILLAGE OF BALDWIN
REGULAR BOARD MEETING MINUTES
May 10, 2023 – 6:00pm

The Village of Baldwin Board of Trustees held their regular board meeting on Wednesday, May 10, 2023. President Lance Van Damme called the meeting to order at 6:03pm. The Pledge of Allegiance was recited by all present.

Village Administrator/Clerk-Treasurer Tracy Carlson took roll call. Those present included: President Lance Van Damme, Trustees Kristine Forbes, Matt Knegendorf, Amy Jurgens, Doug Newton, Austin Van Someren, and Chad Wernlund.

Others present: Public Works Director Brad Boldt, Police Chief Darren Krueger, Baldwin EMS Chief Tom Boyer, Village Engineer Erik Henningsgard, Street Engineer Mike Stoffel, Jodi Peterson, Alex Miller, Angie Chandler, Melissa Anderson, Mitch Nichols, Mark Donkergoed, Lea Kaiser, Joe Fisher, Dale Crowley, Jason Schulte, Eilidh Pederson, David Amundson and Chris Smith

CONSENT AGENDA

Van Someren requested that the review of the April board minutes be removed from the consent agenda.

Van Someren **moved** and Jurgens seconded approving the remaining consent agenda items:

- Checks written #41348-4146; voided checks #31709, 31854, 32163, 41008; Payroll vouchers #28081-28205 and online checks for payroll taxes, HSA contributions, deferred comp/Roth IRA contributions, Payment System Network (PSN) payments and WI Retirement System (WRS) contributions.
- Financial reports (including budget comparisons) for April, 2023.
- Municipal court report – April, 2023
- Building inspector report – April, 2023
- Public works improvement plan (2023-2028)

Van Someren requested that the minutes from the April 26, 2023 Organizational Meeting be amended to correct a typographical error. Amendment will be made. Newton **moved** to approve the minutes from the April 12, 2023 Regular Board Meeting and the minutes from the April 26, 2023 Organizational Meeting. Seconded by Knegendorf. Motion carried.

REGULAR AGENDA

Public Comments: Van Damme called for public comments.

Rita Magno spoke to the board with concerns about changing the skateboard/roller blade ordinance to allow riding in the street and not on the sidewalks. She presented information from the City of La Crosse and how they manage this issue. She was concerned about the safety of children riding in the street if an ordinance is changed.

David Amondson (1180 Florence St) inquired about Baldwin Creek cleaning, and shared concerns about spring flooding.

Chris Smith of “Protect the Children” inquired about the use of Mill Pond Park on June 3 for a fundraising event. He was informed to contact the office to reserve the park, if it was available.

No other comments were heard.

Planning Commission Review

- a. Western WI Health - At the recommendation of the Planning Commission, Jurgens **moved** to approve the proposed expansion project at Western WI Health (1100 Bergslien St). Seconded by Knegendorf. Motion carried.
- b. Family Resource Center - At the recommendation of the Planning Commission, Van Someren **moved** to approve the proposed renovation project at the Family Resource Center (857 Main St.) including signage. Seconded by Jurgens. Motion carried.

Windmill Days

Van Someren **moved** to approve the requests from the Baldwin-Woodville Youth Ball Association for a picnic license (beer), temporary operator licenses, beer garden permit and waiver of fees for Windmill Days tournament. Seconded by Newton. Motion carried.

Van Someren **moved** to approve the requests from the Windmill Days Committee for a picnic license (beer/wine), temporary operator licenses, dance permit and waiver of fees. Seconded by Jurgens. Motion carried.

Joe Fisher, Hogg Pen, requested that open containers be allowed on the sidewalks on Main St. during Windmill Days. He agreed to post signs along Main St. and to clean the street after the event. After some discussion, the board took no action on his request.

Alex Miller Development (60th Ave.)

Proposed development agreement – Miller requested a draft development agreement be reviewed with discussions about the waiver of impact fees. Because a site plan has not been submitted and development plans have not been reviewed, Van Someren **moved** to table the review until further details of the development are presented. Seconded by Jurgens. Motion carried.

Road improvements on 60th Ave. – Brad Boldt raised concerns about this development and the need for road improvements on 60th Ave. (between 11th Ave. and Hwy. 63) to lower the street for visibility concerns. At the time of this development, consideration should be given to lowering the road. No action taken.

Liquor License Applications

Van Someren **moved** to approve a temporary picnic license (beer) for the Knights of Columbus for an event at Restyle & Co – 1813 11th Ave. on May 13, 2023. Seconded by Knegendorf. Motion carried.

Newton **moved** to approve a “Class A” liquor license for Mid America Stores (Baldwin Travel Plaza – 955 Energy St.) and Amwest, Inc. (Bob & Steve’s – 830 10th Ave). Seconded by Van Someren. Motion carried.

Ordinance Amendments

Ordinance 271-3 – Driveway Requirements. From the April 12, 2023 board meeting, the board reviewed this ordinance at the request of Trustee Forbes to remove the requirement that homeowners affected by a public street project are to have a concrete driveway apron installed regardless of the homeowner’s preference.

Newton **moved** to not amend the ordinance. Seconded by Jurgens. Motion failed 6-1 by roll call vote with all opposed except Newton.

After further discussion, Forbes **moved** to table the issue for further review. Forbes then rescinded her motion to table the issues and **moved** that homeowners be allowed to have a choice in what driveway apron to install and pay 100% of the apron of choice and if there is a sidewalk replacement occurring, the driveway apron will be concrete from the street to the sidewalk with 50% of the cost being paid for by the village. Seconded by Van Someren. Motion carried. This ordinance amendment will not affect the 2023 street projects as the special assessment hearings have already been held.

Ordinance 224-6 – Skateboards, roller blades, roller skis. From the April 12, 2023 board meeting, this item was reviewed by the Streets & Building Committee. The Committee proposed an amendment to allow motorized skateboards, roller blades and roller skis on residential streets. Knegendorf **moved** to table this item and to send it back to committee for further review. Seconded by Van Someren. Motion carried.

Ordinance to regulate golf carts. (*Van Damme left the board table during this discussion as he felt there was a conflict of interest as he is a golf cart owner.*) Carlson reviewed a draft version of a new ordinance to regulate the use of golf carts. Newton **moved** to table this item and send it to the Streets & Building Committee for review. Seconded by Wernlund. Motion carried 6-1 with Van Damme abstaining.

Baldwin Cemetery

Van Someren **moved** to transfer \$20,000 from the cemetery CD to the cemetery check book to pay for upcoming expenses and leave a small amount in the checkbook and to approve a quote from Integrated City Solutions for \$7200 to paint the fence in the front of the cemetery. Seconded by Jurgens. Motion carried.

West Central Biosolids

Carlson informed the board that the West Central Biosolids has withdrawn its interest in acquiring the centrate tanks at the old sewer plant. Demolition of the tanks will move forward accordingly and per the construction contract.

Carlson updated the board on the West Central Biosolids improvement plan that has been approved and the added expense that will be charged to each member municipality. The Village of Baldwin will see an annual charge of approx. \$66,000 for the project.

Berkseth Heights – 8th Addition

Newton **moved** to approve the development agreement with Voran711 for the Berkseth Heights 8th Addition. Seconded by Wernlund. Motion carried.

The board acknowledged the receipt of the Notice of Completion of Berkseth Heights 8th Addition. Henningsgard and Boldt will review the development to ensure that all construction items have been completed accordingly.

Sewer Plant Project

Van Someren **moved** to approve the following expenditures for the sewer plant project: Eau Claire Business Interiors - \$13,685.50, Uline - \$1844.48, SEH - \$35,931.28, RJ Jurowski - \$244,146.34 (pay request #21). Seconded by Knegendorf. Motion carried.

Van Someren **moved** to approve hiring a company to abate the asbestos found in the old sewer plant building. Seconded by Knegendorf. Motion carried. Boldt has contacted a local licensed contractor for the abatement.

EMS Building Project

Van Someren **moved** to approve pay request #2 which includes a pay request for Hartung Electric - \$14,725. Seconded by Jurgens. Motion carried.

Carlson reported that an appraisal was completed on the old EMS building (630 Hwy. 12). The appraised value is \$475,000. Van Someren **moved** that the building should be marketed for sale at the appraised price. Seconded by Wernlund. Motion carried. Carlson will market the property and work with Attorney Mahler with any interested parties.

Resolution 2023-11 - Van Someren **moved** to approve Resolution 2023-11 - Declaring intent to reimburse expenditures from proceeds of borrowing through the Safe Drinking Water Loan program for the north water tower project. Seconded by Newton. Motion carried by roll call vote with all in favor.

REPORTS -

Village Engineer – Erik Henningsgard (SEH) – Written report was submitted. The sewer plant is 91% completed. Henningsgard reported that he has been working with staff on the north water tower project.

Street Engineer – Mike Stoffel (Ayres) – Stoffel reported that the 2023 street project will start in June and that the final lift of asphalt will be laid on Franklin St. by May 19, 2023.

Committee Reports

Parks/Rec – The committee met with community members about the possibility of creating/building a community center similar to one located in W. Fargo, ND. A community survey will be conducted to determine if there is any interest from the community. They also discussed a possible soccer complex proposed to be located north of the new sewer plant. The soccer club leadership was instructed to meet with Brad Boldt to discuss future plans for a public works facility and how that would impact a soccer complex. No action taken.

Streets/Building – The committee discussed the request to vacate the alley north of the 800 block of Main St. The committee determined that no decisions can be made to vacate the alley until the lot to the north is purchased by the village per the contract currently in place. No action taken.

Water/Sewer

Water meter upgrade – Because of the age of the current water meters and the advancement of technology and at the request of the Public Work Dept, Van Someren **moved** to approve the purchase of Kamstrup water meters and software to be installed and updated over the course of three (3) years (replacing all current meters). In 2023, 300 meters will be replaced at the cost of \$87,500. In 2024, 800 meters will be replaced, and software upgraded with Hydrocorp handling the installation and cross connections at a cost of \$368,000. In 2025, the remaining 700 meters will be replaced including commercial and industrial meters with Hydrocorp handling the installation and cross connections at a cost of \$442,000. The water utility will pay for the meter improvements. There may be additional costs for billing software upgrades needed to handle two-meter systems. Motion seconded by Knegendorf. Motion carried.

South Water Tower painting – Boldt acquired two quotes for painting the south water tower on 55th Ave. Knegendorf **moved** to approve the quote from Classic Protective Coating for \$128,950. Seconded by Jurgens. Motion carried.

TID 7 Update – The board was informed that the funds from TID 7 that were allocated to update the water/sewer lines at the creek crossing (12th Ave) will be used elsewhere within the TIF district as the project to update the water/sewer lines became too expensive. \$68,000 will be reallocated to be used within the TIF district with a small portion being applied to the south water tower painting project.

Dept. Heads

Public Works – Boldt reported that Franklin St. will have the final lift of asphalt laid by May 19, 2023. The pickleball group has begun the conversion of the dedicated tennis court to pickleball courts as agreed upon in previous meetings.

Police Department – Report submitted. There were 164 calls for service in April, 2023. Krueger reported that Candidate Lily Nordskog will graduate from the police academy on May 24, 2023. Chief Krueger attended the memorial procession for two fallen officers in Barron County and will attend the memorial procession for fallen St. Croix County Deputy Kaitie Leising (May 12). May 16 will be the next “Color with a Cop” event at the Baldwin Library. National Night Out is scheduled for Aug. 1, 2023.

EMS –Report submitted. There were 132 calls for service and 39 transfers in April, 2023. Chief Boyer reported EMS and various local agencies held a mock prom crash event at the Baldwin-Woodville High School. The new ambulance is ready and will be picked up on May 11, 2023.

Library – Librarian Magno reported that the library has a new logo. Internal policies are being reviewed and summer programming is underway.

Administrator/Clerk-Treasurer's Report – Administrator Carlson reported on the following:

- With the passing of St. Croix County Deputy Kaitie Leising, Carlson has been checking in with police and EMS staff to ensure they have access to the support they need during this very trying time.
- To commemorate the Small Business Week, St. Croix EDC and Carlson visited Sykl Power Bikes (an e-bike company) located at 1950 8th Ave.
- Board of Review will be held on May 22 from 5pm – 7pm.
- A groundbreaking for the new EMS building will be scheduled for the first week of June
- Westconsin Credit Union ribbon cutting will be held on May 18 at 8:30. Everyone is invited.
- The sewer plant monthly meetings will begin to be held on a weekly basis as the project is over 90% completed.
- The Farmers Market will begin on June 10, 2023

Recess: 7:55pm

Reconvene: 7:59pm

Van Someren **moved** to convene to closed session pursuant to Wisconsin Statutes 19.85(1) (c) – Consideration of employment, promotion, compensation or performance evaluation data of any village employee who is subject to the jurisdiction or authority of the board. Seconded by Knegendorf. Motion carried by roll call vote with all in favor. Closed session convened at 8:00pm.

Trustee Forbes reminded the department heads about policies and procedures related to compensation packages for employees. No action taken.

At 8:10pm, Van Someren recused himself and left the meeting.

The board discussed department and employee relations with Police Chief Darren Krueger.

Knegendorf **moved** to reconvene to open session. Seconded by Newton. Motion carried. Open session reconvened at 8:24pm. No action taken.

Being no further business, the meeting adjourned at 8:25pm.



Lance Van Damme
Village President



Tracy Carlson
Administrator/Clerk-Treasurer