

VILLAGE OF BALDWIN
REGULAR BOARD MEETING MINUTES
June 14, 2023 – 6:00pm

The Village of Baldwin Board of Trustees held their regular board meeting on Wednesday, June 14, 2023. President Lance Van Damme called the meeting to order at 6:00pm. 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 arrived at 6:22pm. Chad Wernlund was absent.

Others present: Public Works Director Brad Boldt, Police Chief Darren Krueger, Village Engineer Erik Henningsgard, Street Engineer Mike Stoffel, Jodi Peterson, Angie Chandler, David Amundson Agnes Ring, Jason Schulte, Tammy Hintz, Ashley and Jacob Crabb

CONSENT AGENDA

Knegendorf **moved** to approve the consent agenda items. Seconded by Jurgens. Motion carried. Items approved included:

- Checks written #41465-41575; voided checks #41332; Payroll vouchers #28206-28323 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 May, 2023.
- Minutes from May 10, 2023 Regular Village Board Meeting
- Municipal court report – May, 2023
- Building inspector report – May, 2023
- 5th amendment to purchase agreement with Vic Harris for property located at 960 8th Ave.
- Pay request #4 – Albrightson Excavating for paving Franklin St (\$61,366)
- Confirming approval of change order #25 for sewer plant project (\$40,843.30)

REGULAR AGENDA

Public Comments: Van Damme called for public comments.

David Amondson (1180 Florence St) asked about the creek cleaning that has been substantially completed and asked why the creek has not been cleaned out further downstream. Boldt explained that the creek downstream does not belong to the village. Amondson did not like that response and left the meeting.

Representatives of the Windmill Days Committee (Jodi Peterson and Angie Chandler) presented the board with a plaque as a “thank you” for continued support for the community celebration.

Jacob Crabb (368 Bluebill St.) requested that the pit bull ordinance be placed on the next board agenda for review and discussion. He is requesting that the ordinance be revoked.

No other public comments were heard.

Planning Commission Review

- a. Baldwin Travel Plaza (975 Energy St): At the recommendation of the Planning Commission, Knegendorf **moved** to approve site plans to add an additional canopy and two additional diesel pumps at their current location. Seconded by Newton. Motion carried.

Release of raze order: At the request of the owner of 795 Energy St., Newton **moved** that the raze order recorded on the property be released. Seconded by Forbes. Motion carried. The Coachman Supper Club once stood at this location. It has been re-developed as the Baldwin Travel Plaza.

Family Resource Center storage: Van Damme **moved** to allow the Family Resource Center to use a small portion of the parcel north of the alley (behind their location on Main St.) for mobile storage units to sit while they renovate their building, contingent upon acquisition of the property by the village. Seconded by Forbes. Motion carried.

Compliance Maintenance Annual Report (CMAR): Carlson reviewed the annual report for the sewer plant. Forbes **moved** to accept the report. Seconded by Jurgens. Motion carried.

Liquor/Tobacco Licenses:

- a/b. Forbes **moved** to approve the Class A liquor license application for iMart Store (1040 Bergslien St) and an original liquor license application for the Liquor Haus (820 10th Ave) for a new owner (Kabir Pramukh Liquor). Seconded by Newton. Motion carried.
- c. Newton **moved** to approve the following annual liquor license renewals, tobacco license renewals, operators licenses and all other permits. Seconded by Jurgens. Motion carried.

Location	License Issued
Amwest Inc. d/b/a Bob & Steve’s BP 830 10th Street	Class “A”/”Class A”
Cave Dahl American Legion; Post 240 410 Maple Street	Class “B”/”Class B”
Consumers Cooperative 930 10th Avenue	Class “A”/”Class A”
DJ’s Restaurante Juda’ 740 Main Street	Class “B” (beer)
Dollar General Store #13248 880 Spruce Street	Class “A”
Ameer Investments, Inc d/b/a I Mart Stores 1040 Bergslien St.	Class “A”/”Class A”
Hayes Enterprises, LLC d/b/a Liquor Haus 820 10 th Ave.	Class “A”/”Class A”

KJ's Hogg Pen Bar & Grill 870 Main Street	Class "B"/ "Class B"
T&D Johanson LLC d/b/a North Meets South 720 Main St	Class "B"/ "Class B"
Kwik Trip #696 940 Baldwin Plaza Drive	Class "A"/"Class A"
Kwik Trip #747 1010 Main Street,	Class "A"/"Class A"
Strikers Lanes & Lounge LLC 780 Cedar St	Class "B"/ "Class B"
T&W Supermarket d/b/a Nilssens Foods 980 Cedar Street	Class "A"/"Class A"
QS Enterprises, LLC d/b/a Phoenix Grill 2095 10th Ave	Class "B"/ "Class B"
Baldwin Perk, LLC 860 Main St	"Class C" Wine
La TriColor, LLC 805 Main St Baldwin, WI 54002	Class "A" (beer)
Mid America Stores LLC d/b/a Baldwin Travel Plaza 955 Energy Dr	Class "A"/"Class A"
Kabir Pramukh Liquor d/b/a Liquor Haus 820 10 th Ave.	Class "A"/"Class A"
Baldwin Vape & Tobacco 1080 10 th Ave.	Tobacco/cigarette license

WEDC Grant/Family Resource Center: Van Someren **moved** to approve the grant contract for WEDC funding for the Family Resource Center renovations. Seconded by Jurgens. Motion carried.

American Engineering Testing contract: Van Someren **moved** to approve the contract with American Engineering Testing for construction testing services for the EMS building project. Seconded by Forbes. Motion carried. (This was an optional service that was budgeted for in the project. Based on staff recommendations, the board agreed that the inspections should be included for the project).

One-to-One Health Contract: Van Someren **moved** to approve a contract with One-to-One Health for the Be Well Clinic. Seconded by Forbes. Motion carried.

Review of Ordinance Ch. 224-6: Knegendorf shared that the Streets/Building Committee recommends no changes to the above listed ordinance relating to skateboards, roller skates and roller skis. No motorized equipment related to this ordinance is allowed on village streets. No action taken by the board.

Creation of golf cart ordinance (new Ch. 498): (*Van Damme left the board table during this discussion*). Knegendorf shared that the Streets/Building Committee recommends approval of a new golf cart ordinance. Van Someren **moved** to approve the ordinance with a small amendment that states that crossing Hwy. 63 and Hwy. 12 will only be at marked intersections. Seconded by Jurgens. Motion carried 4-1-1-1 with Forbes opposed, Van Damme abstaining and Wernlund absent.

Painting south water tower: Boldt discussed painting the south water tower and recommended that the tower be painted white with “Baldwin” in black. He also reported that it has been recommended by the painting company that a better paint be used at an increased cost of \$8,465. Jurgens **moved** to approve the increase in cost for better paint and to approve the color scheme. Seconded by Van Someren. Motion carried 5-1 with Knegendorf opposed.

BW School District interest in sewer plant property: The BW School District has indicated that they may be interested in acquiring 25-30 acres north of the new sewer plant and west of their current campus for future school development and a potential soccer complex. The board showed slight interest in discussing further. Carlson will contact the school district to discuss further. No action taken.

Creamery Park Concept/Soccer Field: Boldt suggested that 12 trees be moved from Creamery Park to make room for a soccer field for the BW Soccer Club. The board did not feel this was a good use of the park and took no action. (Suggestion denied).

Main St. closure request: Van Someren requested to close Main St. from Hwy. 63 to 8th Ave. for a United Fire & Rescue street dance from 12n – 2am on July 29. Newton **moved** to approve the request. Seconded by Van Damme. Motion carried 5-1 with Van Someren abstaining.

HydroCorp Contract: Boldt presented a contract with HydroCorp for managing the new water meter installations and cross connections for 2024 and 2025 at a cost of \$200,131. Van Someren **moved** to table this item and referred it to the Water/Sewer Committee for further review. Seconded by Jurgens. Motion carried.

New Sewer Plant Expenditures: Knegendorf **moved** to approve the sewer plant expenditures including SEH - \$32,136.83 and RJ Jurowski (pay request #22) - \$518,589.97. Seconded by Van Someren. Motion carried.

Sewer plant change order #26: Van Damme **moved** to approve Change Order #26 to extend the date of substantial completion of the new sewer plant to July 14, 2023. Seconded by Van Someren. Motion carried.

EMS Building Expenditures: Jurgens **moved** to approve the pay requests for the EMS building project which include Kellington Construction - \$2,731.25; Ebert Companies - \$3,040; United Glass - \$1882.50; Halverson Bros - \$12,350; Woodside Industries - \$5,795. Seconded by Van Someren. Motion carried.

Resolution 2023-12: Van Someren **moved** to approve Resolution 2023-12 Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing for the 2023 Street Projects to be submitted with applications for Clean Water Fund and Safe Drinking Water Fund. Seconded by Knegendorf. Motion carried by roll call vote with all in favor.

Resolution 2023-13: Van Someren **moved** to approve Resolution 2023-13 Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing for the 2024 Street Projects to be submitted with applications for Clean Water Fund and Safe Drinking Water Fund. Seconded by Forbes. Motion carried by roll call vote with all in favor.

REPORTS -

Village Engineer – Erik Henningsgard (SEH) – Written report was submitted. The sewer plant is 94.6% completed. Henningsgard reported that he has been working with staff on the north water tower project and reviewing Planning Commission submissions.

Street Engineer – Mike Stoffel (Ayres) – Stoffel reported that pre-construction meeting for the 2023 street project was held, and Newton St. renovations will be completed before working on Curtis St.

Committee Reports

Streets/Building Committee – At the recommendation of the committee, Jurgens **moved** to approve the quote from Midwest Concrete for \$13,888 for repairs needed to the United Fire & Rescue building floor/grates. Seconded by Newton. Motion carried.

Dept. Heads

Public Works – Director Boldt reported Windmill Days went well and the committee and staff worked well together. Work on the creek will continue and the walking bridge truss work will begin soon.

Police Department – Report submitted. There were 226 calls for service in May. Vehicle issues continue. The department participated in Click It or Ticket.

Chief Krueger requested that new officer Lily Nordskog be allowed to start earlier than expected. Van Someren **moved** to approve an earlier start date (from July 1 to June 19). Seconded by Jurgens. Motion carried.

EMS – Chief Boyer was absent. Report submitted. There were 144 calls for service and 39 transfers in May, 2023.

Library – Librarian Magno reported on summer programming. Staff participated in a career fair at the high school. A nature plant give-away was hugely successful.

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

- The Main St. Farmers Market started the 11th season on June 10.
- A community survey is open on the village's website to share opinions on the need/want for a community recreation center.
- Groundbreaking for the new EMS building was held on Thursday, June 8.
- Carlson attended the grand opening/ribbon cutting at Westconsin Credit Union.
- Weekly construction meetings will be held for the EMS building project. Carlson and Boyer will be attending.
- Cyber security training will begin for staff as recommended by our cyber security insurance company.

Recess: 7:19pm
Reconvene: 7:32pm

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 Jurgens. Motion carried by roll call vote with all in favor. Closed session convened at 7:32pm.

An audit report of the Police Department completed by John Shilts (Shilts Investigation and Consulting) was reviewed by the village board.

Van Someren **moved** to adjourn closed session and adjourn the meeting. The meeting adjourned at 8:20pm.



Lance Van Damme
Village President



Tracy Carlson
Administrator/Clerk-Treasurer