

**VILLAGE OF BALDWIN  
REGULAR BOARD MEETING MINUTES  
April 10, 2024 – 6:00pm**

The Village of Baldwin Board of Trustees held their regular board meeting on Wednesday, April 10<sup>th</sup>, 2024. President Lance Van Damme called the meeting to order at 6:01pm. The Pledge of Allegiance was recited by all present.

Deputy Clerk Jodi Peterson took roll call. Those present included: President Lance Van Damme, Trustees Kristine Forbes, Amy Jurgens, Doug Newton, Matt Knegendorf, Austin Van Someren and Chad Wernlund

Others present: Chief of Police Kevin Moore, Angie Chandler, Alex Miller, Nick Wilson, Melissa Anderson, Carrie Krueger, EMS director Tom Boyer, Library Director Rita Magno, Willy Zevenbergen, Mitch Nichols, Mike Stoffel, Eric Johnson, Leo Johnson, Jason Schulte, Eilidh Pederson

**CONSENT AGENDA:**

- Bills with checks #42687-42804 & 51093(WWTP checking)
- Financial reports (including budget comparisons) for March 2024
- Minutes from Regular Village Board Meeting (March 13<sup>th</sup>, 2024)
- Municipal Court report – March 2024
- Building Inspector report – March 2024
- Approved UCC/Hockey Association rentals for March/April
- Appointed Library board members for 2024:
  1. Joni Wernlund (exp 2025) – Chair
  2. Amy Jurgens (exp 2026) – Vice Chair
  3. Claire Stein (exp 2024) – Treasurer
  4. Jason Glampe (exp 2025) – School liaison/Secretary
  5. Mary Frey (exp 2026) – Member-at-Large
- Organizational meeting date set for April 24<sup>th</sup>, 2024, 6:00pm

**REGULAR AGENDA:**

Public Comments: President Van Damme called for public comments. No public comments were made.

BW Chamber of Commerce Requests: Chamber Administrative Assistant Carrie Krueger presented on behalf of the BW Chamber, requesting street closures for Chili Fest, Trick or Treat, and the Horse Parade. Carrie also requested a temporary picnic license and beer garden permit to set up at Restyle & Co's Midwest Market on May 11<sup>th</sup>. Motion by Newton and seconded by Jurgens to approve all the above. Motion carried.

Request for review of village covenants by H. Schmelter: No one present to discuss meeting request form. The Village carries no covenants regarding what color your neighbor's house may be. No action taken.

Annexation of land immediately west of Baldwin Commercial development south of Interstate 94 – Leo Johnson: Leo and Eric Johnson, representing Johnson Tractor, were present to discuss the annexation of their land into the Village from the Town of Rush River, for the purpose of building a new implement dealership. No plans yet to develop the rest of the farmstead. Van Someren **moved**, and Knegendorf seconded, to approve the annexation ordinance 2024-01. Motion carried unanimously.

Paving of 12<sup>th</sup> Ave by EMS new site: Concerns were raised by President Van Damme and Trustee Knegendorf as to why Public Works Director Boldt wasn't part of this conversation. Van Damme raised concerns over the thickness of the asphalt being suggested by Kraus Anderson for a temporary road only traveled by ambulance. Motion by Forbes to approve the request contingent upon DPW Boldt's consideration and input regarding the price being charged and the thickness of the asphalt (4.5" vs the 3.5" recommended by the board). Knegendorf seconded. Motion carried unanimously.

Waste Water Treatment Plant Construction project: Item #A pulled by President Van Damme (SEH change order request #37). Regarding SEH invoice #463138 for \$3243.50, Van Damme **moved** to pay, with Jurgens seconding. Motion carried.

Planning Commission: Scooters Coffee: Planning commission recommends approval of site plan presented. Jurgens **moved**, with Van Someren seconding. Motion carried.

Wilson Property Management Group: Planning Commission recommends approval of CSM – approved 11<sup>th</sup> Ave. to 60<sup>th</sup> Ave. plus approximately 400 feet. Public improvements needed, sidewalks just on west side recommended by Planning Commission (waiving requirement for both sides). A development agreement has been drafted and presented and waiting on completion by Wilson Property. Newton moved to approve contingent on developer's agreement being completed. Permission granted to remove tree stumps and raze house (once permit is acquired). No other action on the property to be completed until the agreement has been taken care of. Jurgens seconded the motion. Motion carried.

UCC/Hockey Association contract: Van Damme **moved** to approve the new lease agreement between the Hockey Association and the Village, including the loan of the funds for the new refrigeration system. The contract is for 5 years and will be reviewed in 5 years' time for renewal. Wernlund seconded. Motion carried.

Cemetery headstone maintenance and internment pricing: Cemetery Sexton Willy Zevenbergen spoke on the old, failing cemetery headstones in need of repair. He and DPW Boldt sourced a company who can fix these at the cost of \$180-\$200 per headstone. It was thought there could be up to 24 headstones in need of repair on the hill (ones lower down aren't as bad). Forbes

**moved** to approve the spending of \$180 per headstone, with a max of 24 headstones to be paid for by the cemetery account. Newton seconded. Motion carried.

Discussion ensued regarding charging an internment fee. Most cemeteries do this. Jurgens moved to charge \$100.00 per internment. Newton seconded. Motion carried. This is to be effective April 11, 2024.

Resolution approving Allonge, the bond with Baldwin Area Medical Center project): Eilidh Pederson, CEO of Western Wisconsin Health, spoke regarding this bond with the Village which has reached its tenured term and is up for renewal. There is no financial burden to the village, but the hospital campus is asking for a renewal. Forbes **moved** to approve Resolution 2024-02, with Kneegendorf seconding. Roll call was taken, motion passed unanimously.

Limited term employee extended hours request: Deputy Clerk Peterson requested an additional 100 hours for the limited term employee hired to help the office staff. Forbes **moved** to approve an additional 100 hours with the option for more if needed. Van Someren seconding. Motion carried.

Krause Anderson pay requests: Jurgens **moved** to approve the Kraus Anderson sub-contractors pay requests totalling \$51,528.86, and Kraus Anderson invoice for \$1663.03. Wernlund seconded the motion. Motion approved.

Windmill Days: Melissa Anderson and Angela Chandler presented a tourist/visitor report that showed the growth of the population during the past years' community events. This report also showcased where the visitors spent their time while in our village.

Also requested was a beer garden permit for the pickle ball court during Windmill Days. Newton **moved** to approve the request, with Van Someren seconding. Motion passed.

Village Engineer Report: Erik Henningsgard reported on the draining of the north water tower to commence with the repairs needed. He is waiting for a color sample for the decal color for the painting job. Regarding progress on the WWTP, Albrighton's started earlier than expected and things are going to plan.

Department Heads:

a. Public Works: DPW Boldt was not present due to water main breaks in the village. Discussion held regarding pay increase for 1-year review for 1 year positive review: Motion made by Van Someren, seconded by Van Damme for \$.50 raise. President Van Damme called for a roll call vote. 6 of 7 voted no, with Newton abstaining. Motion denied. This is now being sent to the Personnel Committee for review and recommendation.

b. Police: Chief Moore reported there were 435 calls, of which 193 turned into cases. The "Color with a Cop" night went great, and the police officers are enjoying meeting the kids and parents alike. Future planning is being done for National Night Out. Chief Moore is educating the department on compliance with liquor licensing and going to be dedicating an officer specifically to this. This officer will work with the Clerk's office to make sure the village businesses are compliant with the local and state laws.

Officers Maleen and Paul will be traveling to Washington D.C. for the Fallen Officer Memorial in May. Officer Maleen was one of the first officers on the scene at Deputy Leising's shooting. Chief Moore's office is also working with the Senior Center and the Bureau of Commerce for guidance and pro-active approaches to educating seniors on scams targeting the elderly.

c. EMS: Chief Boyer gave an update on their activity; 167 calls and 43 transfers handled in March. He has not seen much change with the closing of Sacred Heart Hospital, as most transfers are sent to the twin cities. The metal needed for the re-roofing has been staged and work is to commence next week. Kraus Anderson will be on-site to oversee. An open house for all First Responders and their families is being planned for May 21<sup>st</sup>, with another open house planned in June for the general public.

d. Library: Director Magno gave the board a copy of her annual report to the state. Key numbers were from the kids checking out under the age of 18. Programs drive circulation. A candlelight Snowshoe Hike was held on February 24<sup>th</sup>, even though there was no snow. It was cold enough for a campfire and roasting marshmallows. A facilities update was given: they were closed for a day of cleaning of chairs, and for painting of the circulation desk and trim work. Donations received: chairs and a new book drop for behind the front desk were donated by the Glenwood City Library. Events: a Chili Feed at the Lion's Den in Woodville is being planned for April 11<sup>th</sup> at 4:30pm. The native plant give away is happening this Saturday.

#### Administrator Report:

- Update given on job posting of the Administrator/Clerk position. Position has been posted to the website, along with 3 other pertinent sites. Looking at starting interviews the week of May 13<sup>th</sup>.
- Submission for Annexation was sent to the Boundary Commission for review.
- Have been in contact with the DNR on issues relating to metering, shoreland requirements, etc.
- Village has received formal confirmation from the State Trust Fund that our loan request of \$480,000 has been approved.
- Thank you to Deputy Clerk Jodi Peterson for successfully managing and overseeing the April election. Her management of the April election went without much difficulty. [Deputy Clerk stated there were a total of 648 voters in the Village. Of this number, 106 were absentee voters (of the 123 applied for)].

Meeting recess called at 7:30pm

Meeting reconvened at 7:40pm

Consider convening to closed session pursuant to 19.85 (1) (e) – Deliberation of or negotiation from the purchase of public properties, the investment of public funds, or the conduct of other specific public business, whenever competitive or bargaining reasons require a closed session. Forbes **moved** to go to closed session at 7:41pm. Newton seconded. Roll call taken. Motion carried unanimously.

Reconvened from closed session back to open session at 8:10pm.

Motion by Van Someren, seconded by Jurgens, to authorize the Village to make an offer of \$2,278,034.00 to the purchase of the Badger Housing building at 890 Spruce St. (a.k.a. the DNR

building) with a 90-day due diligence period. President Van Damme is authorized to sign all documentation pertaining to the purchase offer. The board ratifies all previous activity related to this transaction by the Village President. Motion carried unanimously.

Meeting adjourned at 8:15pm.

X

---

Lance Van Damme  
Village President

X

---

Jodi Peterson  
Deputy Clerk, Village of Baldwin