

Meeting called to order by President Guy Williams.

Unapproved minutes

Members present: Guy Williams, Caroline Rediske, Mike Voltz, Josh Hallberg, Jeff Reed, Geno D'Agostino, Chris Sondrol

Public Comments were heard from Jesse Mattocks.

**Motion by Caroline Rediske to approve the agenda as presented. Seconded by Geno D'Agostino. All in favor. Carried.**

Minutes from the previous board meeting were presented. Caroline Rediske stated the December board meeting minutes should be clarified to add "annual" to the Fire Department wages; Guy Williams stated that the Village has not been awarded the grant, sentence should be changed to "invited to apply for the final application". **Motion by Mike Voltz to approve the board minutes with the stated corrections as presented. Seconded by Jeff Reed. All in favor. Carried.**

Monthly Library Report presented by Librarian Director Linda Heimstead. A meeting will be set up with the Building Committee to review the library remodeling plans.

Monthly Fire Report presented by Fire Chief Tom Mabry.

Monthly Police Report presented by Police Chief Tom Thompson.

Monthly Chamber of Commerce Report presented by Carl Holmgren. A Temporary Class B Beer Application for WinterFest, February 4<sup>th</sup>-5<sup>th</sup>, 2012, approx. 100 yards on ice from beach was presented to the board to consider. **Motion by Chris Sondrol to approve the Temporary Class B Beer Application for WinterFest. Seconded by Jeff Reed. All in favor. Carried.**

Kathy Poirier, Polk County Emergency Management Coordinator presented to the Village Board a check in the amount of \$6,862.56 from the Wisconsin Disaster Fund. The Wisconsin Disaster Fund provides state disaster assistance to local government units. The Village incurred and documented damages in the amount of \$9,803.65 for the Severe Thunderstorm/Tornado on July 27<sup>th</sup>, 2010. The Wisconsin Disaster Fund will reimburse 70% of eligible and documented costs.

Barbara Zempel, Zempel Appraisal Service presented to the Village Board a copy of the 2012 Maintenance Assessment Agreement to review. She will conduct the 2012 annual maintenance assessment for the Village for a sum of \$11,400 for one year beginning January 1<sup>st</sup>, 2012. **Motion by Caroline Rediske to approve the 2012 Maintenance Assessment Agreement as presented. Seconded by Mike Voltz. All in favor. Carried.**

Submissions were submitted with proposals for the CDBG Housing Grant administration services. The proposals were received from Crispell-Snyder; MSA; & Cedar Corporation. Janet Zimmer, Cedar Corporation was present and gave an overall review of the program to the trustees. Before the trustees went into discussion on the proposals Janet Zimmer was excused from the meeting. Discussion on the proposals took place after hearing from Sean Lentz, Ehlers Associates.

Sean Lentz, Financial Advisor for Ehlers Associates was present and submitted a draft Pre-Sale Report for \$680,000 General Obligation Refunding Bond for the board to review. The purpose for the proposed issue is to refund the \$381,845 State Trust Fund Loan of 2004. Debt service will be paid from

TIF #3 and to refund the \$463,029 State Trust Fund Loan of 2005. Debt service will be paid from TIF #3. Interest rates on the obligations proposed to be refunded are 5%. The refunding is expected to reduce interest expense by approximately \$75,990 over the next 13 years. The Bonds are being issued for a 13 year term beginning March 1, 2013. **Motion by Chris Sondrol to go forward with the refinancing of the General Obligation Refunding Bond. Seconded by Caroline Rediske. All in favor. Carried.**

Proposals for the CDBG Housing Grant administration services from Crispell-Snyder; MSA; & Cedar Corporation were reviewed and discussed by trustees. **Motion by Jeff Reed to accept the proposal from Cedar Corporation for the CDBG Housing Grant administration services. Seconded by Geno D'Agostino. On roll call: Chris Sondrol, yes; Geno D'Agostino, yes; Jeff Reed, yes; Josh Hallberg, yes; Mike Voltz, yes; Caroline Rediske, yes; Guy Williams, yes. Carried.** Janet Zimmer was called back to the meeting to hear that Cedar Corporation's proposal was accepted.

The Smart Growth Committee report was given by Jeff Reed. The action planning has been completed and committee members reviewed the Strategic Action Plan with Bob Kazmierski, Polk County UW-Extension Community Resource Agent who facilitated and compiled the action plan. The Strategic Action Planning is a disciplined effort to produce fundamental decisions and actions that shape and guide what an organization is, what it does and why it does it. The process allows organizations to increase effectiveness and efficiency; make better decisions; enhance organizational capabilities; improve communication and public relations; and increase political support. After three strategic planning meetings the top four strategic issues were recognized as critical: Short Term Accommodations; Main Street Renewal, Pedestrian Infrastructures and Economic Development. The Smart Growth Committee will continue to address these issues. Jeff Reed will set up a Special Board meeting to review the action plan with the trustees.

The Finance Committee report was given by Chris Sondrol. The committee members approved the steps needed to proceed with the loan refinancing. The committee will set up a Special Board meeting to further discuss the allocation of the reimbursement money from the 2010 Thunderstorm/Tornado. The iPad purchase will be tabled until further notice.

The Park Committee report was given by Caroline Rediske. The committee approved purchasing a collection box for Pine Park and approved the Police Department/Village Crew to collect camping fees. Village trustees discussed the approved items. A suggestion was made to have the Village Crew build the collection box instead of purchasing one for \$560.00. Discussion was held on the collection of the camping fees. If a Police Officer or a Village employee collects the camping fees their time will be charged to the Park which could mean the expense of them collecting could exceed the camping fee income. **Motion by Jeff Reed to bring this item back to the Park Committee to clarify the procedure to collect camping fees. Seconded by Caroline Rediske. All in favor. Carried.**

Discussion was held on the recommendation made by the Park Committee regarding approved signage at the Pearson Point lake access. The recommendation to the board to approve signage stating: access only for walking, 4 wheelers and snowmobiles; no truck access allowed and to approve a garbage container be placed at the access. **Motion by Jeff Reed to approve the recommendation with a change of 4 wheelers to ATV's. Seconded by Chris Sondrol. On roll call: Chris Sondrol, yes; Geno D'Agostino, yes; Jeff Reed, yes; Josh Hallberg, yes; Mike Voltz, no; Caroline Rediske, yes; Guy Williams, yes. Carried.** The committee also discussed inviting the Anderson's (on the corner of County Road I and Mill Street) to a Park Committee meeting with a representative of the Smart Growth Committee in attendance. Jeff Reed will represent the Smart Growth Committee. Cedar Corporation representative Patrick Bellaus was present to hand out literature to trustees on general information pertaining to walking trail grant money availability. The Park Committee will discuss this further at their next committee meeting.

The Public Protection Committee report was given by Geno D'Agostino. The committee reviewed the draft proposal of the Volunteer Fire Department guidelines. These guidelines will be brought before the board at the February board meeting. A resolution with the Volunteer Fire Department pay scale will be brought before the board at the February board meeting. The committee discussed towing services when needed by the Police Department. A motion was made by the committee to allow the Police Department at their discretion to offer to citizen's a preference to call Lake Services for towing vehicles. The committee is in agreement with the Police Department that it is the County's responsibility to transport individuals from County buildings to facilities outside the Village limits. The committee will meet January 10<sup>th</sup> at 6:00 pm to interview five applicants for the part time police officer position. The committee recommended to promote Lindsay DuBois to Lieutenant Police Officer.

The TIF District Committee report was given by Jeff Reed. The committee met to discuss the creation of a TIF District Industrial Park promotional brochure. The committee will set up a meeting with the full board to discuss baseline incentives, advantages of moving to Balsam Lake and what the industrial park has to offer.

Resolution 2012-01 Resolution to comply with Government Accounting Standards Board (GASB) No. 54, Fund Balance Reporting and Governmental Fund Type Definitions and Appointment was reviewed by the board. **Motion by Josh Hallberg to approve Resolution 2012-01. Seconded by Caroline Rediske. On roll call: Chris Sondrol, yes; Geno D'Agostino, yes; Jeff Reed, yes; Josh Hallberg, yes; Mike Voltz, yes; Caroline Rediske, yes; Guy Williams, yes. Carried.**

**Motion by Geno D'Agostino to appoint Glen Schimke to the Polk County EDC Revolving Loan Fund Committee. Seconded by Mike Voltz. All in favor. Carried.**

Committee meetings set for January

Park Committee	January 9 <sup>th</sup>	9:00 am
Public Protection Committee	January 10 <sup>th</sup>	6:00 pm Police Officer Interviews
Street Committee	January 16 <sup>th</sup>	6:00 pm Cty Rd I Project
Building Committee	January 19 <sup>th</sup>	6:00 pm Library remodeling plans
Water Sewer Committee	January 19 <sup>th</sup>	7:00 pm
Special Board Meeting	January 23 <sup>rd</sup>	6:00 pm

Vouchers were presented to the board. **Motion made by Mike Voltz to approve vouchers as presented. Seconded by Caroline Rediske. All in favor. Carried.**

Treasurers Report was presented to the board. **Motion made by Caroline Rediske to approve the Treasurers Report as presented. Seconded by Geno D'Agostino. All in favor. Carried.**

Motion to adjourn by Mike Voltz. Seconded by Chris Sondrol. Carried.

Lori Duncan, Village Clerk Treasurer