**#1 Call to Order**

The regular monthly meeting of the Village Board of Trustees of the Village of Shiocton for the October 14, 2024 meeting was called to order by Village President Terri James at 6:00p.m.

**#2 Pledge of Allegiance to the Flag of the United States of America**

**#3 Roll Call**

Roll call was taken and present was Village President Terri James, Trustees Dawes, Schmoock, Gomm, Bunnell, Tyler and Woods. Also present were Police Chief Sara Knapp, Village Clerk Laurie Sweeney, DPW Dan Conradt, Gary Bunnell, DPW Dan Nabbefeld and Michaela Woodward.

**#4. Approve Minutes from September Meeting**

**M/S/P Dawes/Gomm to Approve the minutes from the September meeting.**

**#5. 6:00PM-6:30PM PUBLIC HEARING to Amend and update Title 13 Chapter 2 Flood Zoning Ordinance.**

Clerk Sweeney explained that the DNR sent her a draft of the ordinance that the created for the Village that includes all updated info that FEMA requires before they approve adding the latest LOMA study.

Trustee Tyler suggested that the Ordinance Committee meet and go over the draft before approving it. The Board agreed and postponed the hearing until the November meeting.

**#6. Motion to adjourn public hearing and convene into regular meeting**

**M/S/P Dawes/Schmoock to adjourn public hearing and convene into regular meeting**

**#7. Approve/postpone/Deny amend and update Title 13 Chapter 2 Flood Zoning Ordinance.**

**The Board agreed to postpone the hearing.**

**#8. Discuss and Approve Options for Building Inspection Services-Clerk Sweeney**

Clerk Sweeney explained to the Board that she recently asked the current inspector what he all handles because she had been getting some calls from residents asking why they never heard from the inspector. He stated he handles new builds, additions and structures. The rest is the village’s responsibility. Clerk Sweeney reviewed the contract and found it to say the Village should receive monthly reports for their records and there are no monthly reports. Clerk Sweeney contacted the state to ask how the Village should handle what the inspector does not cover and they said the village needs to have an employee become a certified building inspector or contract with another company that handles it all. Clerk Sweeney met with Stephanie Potter from MSA and their company would take care of everything from start to finish on all types of permits. They would bill monthly for their time. The permit fees would be adjusted to cover their fees. They will raise the fees but they will still be less than the current going rates. This change would take the Clerk out of the process, comply with the state regulations and save money on the budget.

MSA will start immediately and the current inspector would be given until the end of the month.

**M/S/P Schmoock/Dawes to Contract with MSA-Stephanie Potter for building inspection services effective immediately.**

**#9. Update Building permit fee schedule**

Clerk Sweeney presented the suggested permit fees she received from MSA. They went up a bit but not as high as the going rate.

**M/S/P Bunnell/Schmoock to Approve the Updated Building Permit Fee Schedule as presented.**

**#10. Street/Utilities Reports- Director of Public Works Dan Conradt**

DPW Conradt reported that there was a water main break on 9/30/24 on HWY 54.

DPW Nabbefeld asked about using the money in the equipment set aside to trade in the zero turn. If they trade it in now, they will get a good trade in value.

**M/S/P Dawes/Woods to allow the DPW to trade in the zero turn and use the set aside funds from the equipment account.**

**#11. Shiocton Police Department September Activity Report-Chief Knapp**

**Calls for September:**

FIREWORKS 1

SEX OFFENCE 1

ACCIDENT 2

CIVIL 2

BURGLARY 1

HOUSE LOCKOUT 1

DAMAGE 3

MEDICAL 2

BUSINESS CHECK 28

|  |  |  |
| --- | --- | --- |
| TRAFFIC SAFETY | 10 |  |
| ASSIST | 7 |  |
| NOISE COMPLAINT | 2 |  |
| ORDINANCE | 3 |  |
| PARKING | 1 |  |
| THEFT | 1 |  |
| ALARM | 1 |  |
| SCHOOL SAFETY | 9 |  |
| ANIMAL | 2 |  |
| SUSP. INCIDENT | 1 |  |
| LOST AND FOUND | 2 |  |
| WARRANT | 2 |  |
| WELFARE CHECK | 3 |  |
| CRIME PREVENTION | 2 |  |
| ACCIDENT | 2 |  |
| TRAFFIC STOP  HAZARD | 34  1 |  |
|  | 123 |  |

Chief Knapp reported that the new squad is getting equipped and will be ready soon.

Josh Winterfeldt is back part-time.

**#12. Range Report- Chief Knapp**

The range is getting busy now.

**#13. Village President-Misc.**

President James had nothing to report.

**#14. Approve/Deny Personnel Committee recommendation for 2025 Wages**

President James reported that the committee met and the employees arenot asking for a raise in wages for 2025 because the insurance premiums went up.

The employees are asking for personal days instead. Clerk Sweeney explained that the employees with family insurance are asking for 2 personal days and the employees with single insurance are asking for 4 days. The single insurance is about $20,000 less than family ins. They are asking for more days because of that.

Trustee Tyler asked what kind of insurance they have and Clerk Sweeney said state insurance. There are 5 to chose from and the employees have one of the lowest two.

**M/S/P Dawes/Tyler to approve no wage increase for 2025 and 2 personal days for those with family insurance and 4 personal days for those with single insurance. This is for current employees only not part of personnel policy for future employees.**

**#15. Approve/Deny Police Committee recommendation for 2025 Police Budget**

Chief Knapp presented the proposed 2025 budget. She added $500 to the fuel budget, Lowered computer maintenance because there is a separate account in general fund for IT now, and removed the set aside because the new squad came from the range account. The Chief would receive no raise with 4 personal days instead, full-time officer $1.00/hr. with 2 personal days and part-time officers .75cents/hr. The final budget will be $4,555.39 less than the 2024 budget due to the full-time officer having single insurance rather than family insurance.

The Police Committee proposes that the Board approve the budget as presented.

**M/S/P Tyler/Dawes to Approve the Police Committee recommendation for approval of the 2025 Police Budget as presented.**

**#16. Approve 2025 EMS Contract with Gold Cross Ambulance**

Clerk Sweeney reported that she attended the annual Gold Cross meeting and the 2025 contract shows they added Ellington and Greenville and one more ambulance. The cost went up just over $300 for 2025.

**M/S/P Bunnell/Dawes to Approve 2025 EMS Contract with Gold Cross Ambulance**

**#17. Approve Resolution 05-24 Levy Increase to Meet Needs of Gold Cross EMS Services Consortium**

Clerk Sweeney explained that Gold Cross Consortium consists of many municipalities and some of those may need to increase their tax levy to cover the 2025 contract cost. The only way they can do that is if all the municipalities pass the resolution. The Village can pass it and not use it because Shiocton covers the cost from their general fund budget not a tax levy increase.

**M/S/P Bunnell/ Dawes Approve Resolution 05-24 Levy Increase to Meet Needs of Gold Cross EMS Services Consortium**

**#18. Committee Reports**

Michaela reported that everything is going well at the library. The next Library Board meeting is 10/15/24.

Dan Nabbefeld reported on the Fire Commission meeting. The commission reviewed a draft of the new agreement between Shiocton and Bovina, approved the new contracts with Liberty and Maine Townships and the Chief is looking for a new equipment truck.

Trustee Dawes reported that he attended the county drainage district meeting. They have replaced some of the pumps and are cleaning out Willow C reek.

**#19. Approve Library Board Appointments**

Luann Johnson resigned and Cherie Johnson will be taking her place.

**M/S/P Dawes/Schmoock to Approve Library Board Appointments**

**#20. Public Comment – This is a time for the public to bring up any concerns they would like the Board**

**to address**

Shadows on the Wolf is stocking the pond with fish this week.

**#21. Village President Terri James to read her resignation letter.**

Village President Terri James read her resignation letter to the Board. She will be moving out of the Village and no longer qualifies to be on the Board.

**#22. Adjourn**

**With no further business to come before the Board meeting adjourned at 7:12 p.m.**

Posted and dated October 17, 2024

Laurie Sweeney, Village Clerk/Treasurer

The Shiocton Village Hall is accessible to the physically disadvantaged. If special accommodations for visually or hearing-impaired individuals are needed, please contact the Shiocton Clerk/Treasurer at 920-986-3415.