

**OFFICIAL PROCEEDINGS
REGULAR VILLAGE BOARD MEETING
Monday, April 18, 2022 – 7:00 PM
Darien Village Hall, 24 N. Wisconsin St.
Darien, WI 53114**

1. **Call to Order.** Village President Jane Stiles called the meeting to order at 7:00 p.m. at Darien Village Hall.
2. **Roll Call.** President Stiles and Trustees Kevin Atkinson, Elizabeth Baumann, Ken Truckey and Will Volmar (via Zoom) were present. Trustee Kaufenberg was absent.
3. **Pledge of Allegiance.**
4. **Acknowledgement of petitions, memorials, or other communications**
 - A. **Announcement of local results from the Spring 2022 Election.** President Stiles presented the results from the Spring 2022 election.
5. **Citizen Comment** – there was none.
6. **Review and possible action relating to the Minutes from the Regular Village Board meeting of March 21, 2022.** Trustee Baumann made a motion to approve the minutes from March 21, 2022. Trustee Truckey seconded, and the motion carried 6-0.
7. **Public Hearings, Ordinances, Resolutions**
 - A. **Resolution No. 2022-07 -- Resolution Declaring the Darien Public Works Department Jacobsen 5111 Mower Surplus and Authorizing its Sale through the Wisconsin Surplus Online Auction.** Trustee Truckey made a motion to adopt Resolution No. 2022-07. Trustee Atkinson seconded, and the motion carried 6-0.
 - B. **Resolution No. 2022-08 – Resolution Declaring the Darien Public Works Department John Deere 325 Tractor Surplus and Authorizing its Sale through the Wisconsin Surplus Online Auction.** Trustee Truckey made a motion to adopt resolution No. 2022-08. Trustee Atkinson seconded, and the motion carried 6-0.
8. **Reports from Committees**
 - A. **Finance Committee, Trustee Baumann**
 - 1) **Review and possible action relating to Contractual Invoices.** President Stiles made a motion to approve the contractual invoices. Trustee Truckey seconded, and the motion carried 6-0.
 - 2) **Review and possible action relating to Invoices over \$500.** Trustee Baumann presented the invoices over \$500. At the Finance Committee meeting President Stiles and Trustee Baumann had requested more information about Finance agenda item 6A-Greg Epping: \$1,029.93 (WI Rural Water Conference-Room & Mileage). President Stiles asked if any more information was available regarding this item. Administrator Peterson stated she had spoken with the Village's Deputy Clerk/Treasurer and he stated that the room rate was not unusual for what had

been seen lately. Trustee Volmar asked about special rates. Ms. Peterson stated that sometimes when individuals attend conferences, there are special conference rates, but if the rooms fill up fast, the rates will go up. Ms. Peterson stated there was a question about the mileage calculation, but Mr. Abel also stated that the mileage rate was calculated properly, based on IRS rates. President Stiles stated that Mr. Epping did not request meal reimbursement for the conference, and that would probably be close to the amount of sales tax paid. Trustee Truckey agreed. President Stiles stated that those attending conferences and booking rooms should be reminded about the sales tax exemption. Trustee Truckey made a motion to approve the invoices. Trustee Atkinson seconded, and the motion carried 6-0.

- 3) **Review and possible action relating to the Treasurer's Report, Monthly Invoices, Prepaid Bills, and Regular Bills.** Trustee Baumann presented the report, invoices and bills. Trustee Truckey made a motion to approve these items. Trustee Baumann seconded, and the motion carried 6-0.
- 4) **Review and possible action relating to invoices from raSmith, inc.: \$4,629.50 (Sharon Lift - \$840.00, Village of Darien-Utility Extension - \$3,789.50).** Trustee Baumann stated that the invoice from raSmith was not received in time to be considered by the Finance Committee. President Stiles made a motion to approve the invoice. Trustee Truckey seconded, and the motion carried 6-0.
- 5) *Next meeting: Wednesday, May 11, 2022 at 5:15 p.m. at Village Hall*

B. Public Works, Streets, Water & Sewer Systems Committee, Trustee Kaufenberg

- 1) **Discussion and possible action on to purchase an annual plan for Supervisory Control and Data Acquisition (SCADA) system remote access, estimated annual cost of \$792.00.** Mr. Veley stated that the annual plan for the SCADA system will allow for remote access to control the wells. President Stiles made a motion to approve the annual plan purchase for the SCADA system. Trustee Baumann seconded, and the motion carried 6-0.
- 2) **Discussion and possible action on an offer from the Wisconsin Department of Natural Resources (DNR) to complete voluntary Per-and Polyfluoroalkyl Substances (PFAS) drinking water sampling and analysis at no cost.** Mr. Veley stated the State DNR is offering to complete this testing for municipalities at no cost. He stated that at this time, the testing of this type is not mandated, but at some point it will be. He stated that if you exceed the maximum contaminant level, it is very expensive to address it. He stated the biggest contaminant of PFAS is fire fighting foam. He stated the Village does not have wells near any facilities where this foam would be used regularly. He stated the only concern may be Well #2, because it is a shallow well. President Stiles stated that at Public Works Committee the Committee recommended not to complete the testing until it was mandated by the state. Trustee Baumann asked what Mr. Veley thought the risk was that PFAS was present. Mr. Veley said he thought the Village's risk was low. Trustee Baumann stated she was concerned that if there was a real concern about this issue and the Village did not test, that could be a problem. Trustee Volmar stated that since the Village did not appear to be at a high risk, he didn't think it was necessary to complete the test. President Stiles stated that on the other side, if we didn't think the Village was at risk, so we should just have the testing done. Trustee Baumann stated that because the Village is responsible for the water supply, the Village should have the testing done to ensure it is safe. Trustee Baumann asked what type of testing was completed now. Mr. Veley stated they test regularly for chlorine, phosphate, iron and bacteria. These tests are mandated by the State of Wisconsin.

Trustee Atkinson asked if there was a ballpark for the cost to address the issue if the Village was over the contaminant level and how long the Village would have to address it. Mr. Veley stated he did not know what the ballpark was or how long the Village would have to address it. Trustee Truckey made a motion that the Village complete the free testing offered by the state. Trustee Baumann seconded, and the motion carried 6-0.

- 3) **Discussion and possible action on a quote from The Expeditors, Inc. for Grouting 7 Manholes, estimated cost of \$5,425.** President Stiles made a motion to approve the quote from The Expeditors, Inc. Trustee Truckey seconded, and the motion carried 6-0.
- 4) **Discussion and possible action to use savings from the 2021 Street Improvement Program borrowing to reconstruct the Downtown Alley West of Wisconsin Street and repave North Third Street and Jackson Street.** Ms. Peterson stated there were savings realized during the 2021 Street Improvement Program that must be allocated or expended by 2023. She stated the 2022 Capital Improvement Plan assumed \$50,000 for the repaving of the downtown alleyway behind Village Hall to Beloit Street. After meeting and discussion with the Village's Public Works staff, it was recommended that the remainder of the funds be used to repave North Third Street and Jackson Street. This portion of the Village's streets is the oldest and currently hold the worst rating per the DOT rating scale. Trustee Truckey made a motion to approve the use remainder of the 2021 Borrowing and Street Improvement Savings for the proposed Downtown Alley and repaving of North Third Street and Jackson Street. Trustee Baumann seconded, and the motion carried 6-0.
- 5) **Discussion and possible action on a Proposal from raSmith to provide professional services related to the Downtown Alley project and repaving of North Third and Jackson Street on an hourly time-and-expense basis with a cost not to exceed \$29,000.** Ms. Peterson stated that the agreement for professional services from raSmith was for the work associated with the proposed 2022 repaving of the downtown alley and North Third and Jackson Street. President Stiles made a motion to approve the proposal. Trustee Truckey seconded, and the motion carried 6-0.
- 6) **Discussion and possible action to sell surplus equipment on Wisconsin Surplus. Additional equipment listed: 4' x 8' utility trailer, Grieve laboratory oven, Ohaus GA110 scale.** Mr. Veley stated these are surplus items no longer needed by the Public Works Department. He stated they have a very minimal value. President Stiles made a motion to approval the surplus items being listed on Wisconsin Surplus. Trustee Baumann seconded, and the motion carried 6-0.
- 7) **Review and possible action regarding a Resident's request for a utility bill adjustment.** President Stiles stated there was a clear dramatic increase in the water usage for this resident. Mr. Veley stated that they found a leaking pipe in the wall that was draining into the basement, but the water did not enter the sewer system from the leak. Trustee Truckey made a motion to allow a sewer credit on the bill in the amount of \$280.00. President Stiles seconded, and the motion carried 6-0.
- 8) *Next meeting: Tuesday, May 10, 2022 at 8:30 a.m. at Village Hall*

C. Library Board Report, Trustee Baumann. Trustee Baumann stated the Library Board had voted to take on the cost of sending the Family Connections to the Town of Darien residents.

- 1) *Next meeting: Thursday, May 12, 2022 at 4:30 p.m. at the Darien Public Library*

D. Plan Commission, President Stiles. President Stiles stated the next Plan Commission meeting will be held on May 4th at 7:00 p.m.

1) *Next meeting: Wednesday, May 4, 2022 at 7:00 p.m. at Village Hall*

E. Public Safety, Police, Fire, and Building Regulation Committee, Trustee Truckey. Trustee Truckey stated that the Committee had not met.

1) *Next meeting not currently scheduled*

F. City of Delavan General Operations Committee Updates, Trustee Truckey

1) **Review of March 2022 Police Department Monthly Report.** Trustee Truckey stated the monthly report was in the packet. He also stated that he had attended the City of Delavan General Operations Committee and before that Committee started, the City's Finance Committee was going on. He stated a representative from the Walworth County Sheriff's Office was presenting the County's plan for the emergency radio upgrade and replacement. He said he thought it would be a good idea for the Village to reach out to the representative that attended Delavan's meeting to discuss the radio replacement for the Darien Fire/EMS department. City of Delavan Police Chief Jim Hansen in attendance at the meeting, stated that he could connect us with the County Sheriff's Department's representative. Ms. Peterson said she would reach out to him about the radio replacement plan.

2) *Next meeting: Tuesday, May 3, 2022 at 5:30 p.m. at Delavan City Hall*

G. Parks, Recreation, and Facilities Committee Report. President Stiles stated Parks Committee was not held in April.

1) *Next meeting scheduled for May 10, 2022 at 5:30 p.m. at Village Hall*

H. Personnel Committee, President Stiles. President Stiles stated Personnel Committee had not been held.

1) *Next meeting not currently scheduled*

I. Darien Fire/EMS Department Liaison Update, President Stiles. President Stiles stated she was unable to attend the last meeting, but stated she met with the new Fire Chief, Scott Fisher as well as the Assistant Chief Bob Williams and Town of Darien Chairperson Cecil Logterman. For some update and discussion. She stated that Chief Fisher had provided the Fire/EMS monthly report for March as well. Chief Fisher, who was in attendance stated the only other thing of note was a fire at Birds Eye foods that caused significant damage, but addressed by staff at Birds Eye before the Darien Fire Department arrived.

1) *Next meeting: Monday, May 2, 2022 at 7:00 p.m. at the Darien Fire/EMS Station*

2) *Next meeting of the Joint Commission of Fire and EMS Commissioners not currently scheduled*

9. Licenses

A. Discussion and possible action on an original 2021-2022 Alcohol License: Class "A" Fermented Malt Beverage and "Class A" Intoxicating Liquor Licenses for Spartan Flame, Inc., d/b/a Darien Corner Mart, 101 W. Beloit Street, Darien (Mahesh Sharma, Agent). Ms. Peterson stated that MVS Oil was leasing the Darien Corner Mart to a new owner. Because Spartan Flame Inc. was a whole new business, they were required by the state to complete a new application for their liquor license. She stated she had received no concerns from the Police Department on the issuance of this license. President Stiles made a motion to approve the Class "A" Fermented Malt Beverage and "Class A" Intoxicating Liquor Licenses for Spartan Flame, Inc. Trustee Truckey seconded, and the motion carried 6-0.

- B. Discussion and possible action on a 2021-2022 Cigarette and Tobacco License Application for Spartan Flame, Inc., 101 W. Beloit Street, Darien.** Ms. Peterson stated the company was also required to apply for a new cigarette and tobacco license. Trustee Truckey made a motion to approve the license. Trustee Atkinson seconded, and the motion carried 6-0.
- C. Review and possible action relating to a 2021-2022 Operator License Application for Amelia Cabino.** Ms. Peterson stated that there was no concern from the Treasurer, Municipal Court or Police Department on the issuance of the license. Trustee Truckey made a motion to approve the license for Amelia Cabino. President Stiles seconded, and the motion carried 6-0.
- D. Review and possible action relating to a 2021-2022 Operator License Application for Amy Munger.** Ms. Peterson stated that there was no concern from the Treasurer, Municipal Court or Police Department on the issuance of the license. Trustee Truckey made a motion to approve the license for Amy Munger. Trustee Baumann seconded, and the motion carried 6-0.

10. Adjourn. At 7:52, President Stiles made a motion to adjourn the meeting. Trustee Truckey seconded, and the motion carried 6-0.

Respectfully Submitted,

Lindsey Peterson, Administrator/Clerk-Treasurer

Date Approved by the Village Board: May 16, 2022