

**OFFICIAL PROCEEDINGS  
REGULAR VILLAGE BOARD MEETING  
Monday, June 20, 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 and via Zoom teleconference.
2. **Roll Call.** Village President Jane Stiles and Trustees Kevin Atkinson, Elizabeth Baumann, Sandi Seefeldt, Ken Truckey and Will Volmar (via Zoom) were present. Administrator Clerk/Treasurer Lindsey Peterson, Public Works Superintendent Mike Veley, and Village Attorney Brad Lochowicz were also present.
3. **Pledge of Allegiance.**
4. **Acknowledgement of petitions, memorials, or other communications**
  - A. **Presentation of the 2021 Village of Darien Independent Auditors' Report and Financial Statements, KerberRose Certified Public Accountants.** David Minch with KerberRose Certified Public Accountants presented the 2021 Audit to the Village Board.
5. **Citizen Comments will only be accepted by email to [lpeterson@darienwi.com](mailto:lpeterson@darienwi.com) until 5:00 p.m. on Monday, June 20<sup>th</sup>. The Village Board President may choose to read written comments at the meeting, otherwise any comments received by e-mail will be provided to Village Board Trustees before the start of the meeting.** Ms. Peterson stated no comments had been received.
6. **Approval of Regular and Special Village Board Meeting Minutes (may be approved with one action if there are no changes)**
  - A. **Approval of Minutes from the Regular Village Board Meeting of May 16, 2022**
  - B. **Approval of Minutes from the Joint Plan Commission & Village Board Meeting of June 2, 2022**

Trustee Truckey made a motion to approve the minutes from May 16, 2022 and June 2, 2022. Trustee Atkinson seconded, and the motion carried 6-0.
7. **Public Hearings, Ordinances, Resolutions**
  - A. **Resolution No. 2022-15 – Resolution authorizing the vacant Village Trustee position to be filled by Village Board appointment.** Trustee Truckey made a motion to approve resolution 2022-15. Trustee Seefeldt seconded, and the motion carried 6-0.
  - B. **Resolution No. 2022-16 – Resolution approving the 2021 Compliance Maintenance Annual Report for the Darien Sewerage Utility.** President Stiles explained that this report was completed annually and found the Village was in compliance. President Stiles made a motion to approve Resolution 2022-15. Trustee Truckey seconded, and the motion carried 6-0.
  - C. **Resolution No. 2022-17 – Resolution establishing a new 2022 Schedule of Fees, last adopted November 15, 2021.** President Stiles explained that the Parks Committee had reviewed the fees and damage deposit amounts for rentals of the Village of Darien Senior Center and West Park shelter. She stated the Committee had recommended some changes based on the discussion and research done. Ms. Peterson outlined the changes to the fee schedule. Trustee

Baumann made a motion to approve Resolution No. 2022-17. Trustee Truckey seconded, and the motion carried 6-0.

- D. Ordinance No. 321 – An Ordinance amending the title of Section 17.20.040 of the Village of Darien Municipal Code, currently titled “Carports”.** Ms. Peterson stated that this was a simple amendment changing the name of section 17.20.040 of the Village of Darien Municipal Code to “Carports, Garages, and Accessory Structures”, to make the code more user friendly and easy to find when searching. President Stiles made a motion to approve Ordinance 321. Trustee Atkinson seconded, and the motion carried 6-0.

## 8. Appointments

- A. Review Applications to fill vacant Village of Darien Trustee seat and discussion and possible action to appoint a new Village Trustee to a term expiring April 16, 2024.** President Stiles stated that the Village had received two applications for the vacant Village Trustee seat to be filled by appointment. She reviewed applications submitted by Mr. Dan Slattery and Mr. Greg Epping, listing the qualifications they reported. She stated both applicants had been long-time residents of the Village and had valuable experience. Trustee Truckey agreed they were both qualified, but that Mr. Epping had significant knowledge and experience based on his years as the Public Works Superintendent, and his time on Committees. President Stiles stated he had also served as the interim Village Administrator as well. Trustee Atkinson agreed that Mr. Epping had knowledge that would make him a valuable Trustee. Trustee Truckey made a motion to appoint Mr. Epping based on the application and experience Mr. Epping possesses. Trustee Atkinson seconded, and the motion carried 6-0.

## 9. Reports from Committees

### A. Finance Committee, Trustee Baumann

- 1) **Review and possible action relating to Contractual Invoices.** Trustee Truckey made a motion to approve the contractual invoices. Trustee Atkinson seconded, and the motion carried 6-0.
- 2) **Review and possible action relating to Invoices over \$500.** President Stiles made a motion to approve the invoices over \$500. Trustee Seefeldt 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 Truckey made a motion to approve the report, invoices, and bills. Trustee Seefeldt seconded, and the motion carried 6-0.
- 4) **Discussion and possible action on a quote from Clean Power, LLC for \$2,150.00 to scrub and wax the Senior Center floor and tile bathroom and kitchen floors.**  
Trustee Baumann explained that the Village had received 2 quotes for scrubbing and waxing the Senior Center floor and the quote from Clean Power, LLC was lower and included cleaning the tile bathroom and kitchen floors.
- 5) **Discussion and possible action to use 2022 Contingency funds on a proposal from FB Reeder to replace the air conditioner at the Village of Darien Senior Center.**  
Trustee Baumann stated that the Village replaced the air conditioner that went out at the library last year, and at the same time received a quote from FB Reeder to replace the air conditioner at the Senior Center. The Village did not replace the A/C unit at the Senior Center last year, but FB Reeder was willing to honor the 2021 quote for replacement now. Trustee Baumann stated the Village did get a quote from Adams as well, but the quote came in significantly higher. She stated that the Finance Committee had recommended 2022 Contingency Funds be used to have FB

Reeder replace the air conditioner at the Senior Center. Trustee Truckey made a motion to approve the quote from FB Reeder and the use of 2022 Contingency funds to replace the A/C unit at the Senior Center. Trustee Atkinson seconded, and the motion carried 6-0.

- 6) **Discussion and possible action on a proposal from Kaco Computers for a 3-camera system to monitor bulk water hydrant, West Park Sign and West side garage area.** Trustee Baumann stated that the Finance Committee had recommended approval of this item. Trustee Truckey asked about the bulk water hydrant and how water is paid for there now. Mr. Veley stated when someone takes water, they must record it on the sheet for future billing. He stated just recently someone took 7,000 gallons of water and did not record it. So, this would help stop situations like that. Trustee Atkinson made a motion to approve the proposal from Kaco. President Stiles seconded, and the motion carried 6-0.
- 7) **Discussion and possible action on an invoice from Adams Heating & Cooling for Maintenance of Village Hall Roof Top Units.** Trustee Baumann stated that this invoice came in too late to be considered by the Finance Committee. Trustee Atkinson asked if the Village always uses Adams or if other companies were considered. Mr. Veley stated that FB Reeder used to do it, but they no longer service rooftop units, so Adams has taken this on for the Village. Trustee Atkinson stated that answered his question, he was just curious if the Village had considered FB Reeder since they had honored a quote from a year ago despite how prices have increased. Trustee Baumann asked if the Village has a contract with Adams. Mr. Veley stated we do not. They are contacted annually to complete the maintenance. Mr. Veley stated FB Reeder still performs all other maintenance. President Stiles made a motion to approve the invoice from Adams Heating & Cooling. Trustee Seefeldt seconded, and the motion carried 6-0.
- 8) *Next meeting: Tuesday, July 12, 2022 at 5:15 p.m. at Village Hall*

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

- 1) *Next meeting: Tuesday, July 12, 2022 at 3:00 p.m. at Village Hall*

**C. Library Board Report, Trustee Baumann**

- 1) *Next meeting: Thursday, July 14, 2022 at 4:30 p.m. at the Darien Public Library*

**D. Plan Commission, President Stiles**

- 1) *Next meeting: Wednesday, June 29, 2022 at 7:00 p.m. at Village Hall*

**E. Public Safety, Police, Fire, and Building Regulation Committee, Trustee Truckey**

- 1) *Next meeting not currently scheduled*

**F. City of Delavan General Operations Committee Updates, Trustee Truckey. Trustee Truckey stated there was nothing to bring before the Board.** Trustee Atkinson stated he knew that the City of Delavan and several other municipalities have been considering or adopted ATV/UTV ordinances. President Stiles stated that the Public Works Committee had discussed this as well, and had identified several questions that needed to be addressed before the discussion moved forward. Trustee Atkinson said Chief Hansen had done a significant amount of research on this item and said he would be happy to share it. Trustee Truckey stated the

City of Delavan was also considering allowing golf carts and actually seemed to be leaning more toward that in the city. Trustee Volmar stated the Public Works Committee was discussing several options too, based on research into what other communities had done. Ms. Peterson stated that the Town of Darien had also provided their ordinance and ATV/UTV route map for the Village to review as well.

- 1) **Review of May 2022 Police Department Monthly Report**
- 2) *Next meeting: Tuesday, July 5, 2022 at 5:30 p.m. at Delavan City Hall*

**G. Parks, Recreation, and Facilities Committee Report.** Trustee Baumann stated the issues discussed by the Committee were already addressed with the fee schedule. The only other item was the T-Mobile Hometown Grant application. She stated it was unfortunately denied due to a significant number of other projects also being submitted. But the grant is quarterly, so the Village should be able to resubmit.

- 1) *Next meeting scheduled for Tuesday, July 12, 2022 at 5:30 p.m. at Village Hall*

**H. Personnel Committee, President Stiles**

- 1) *Next meeting not currently scheduled*

**I. Darien Fire/EMS Department Liaison Update, President Stiles.** President Stiles stated she just had a couple items to provide, and the Fire Chief was here as well. She stated the Fire/EMS Department received a \$20,000 donation from the Baptist Church, and would like to use \$10,000 of this for a new Lucas device. A new device is \$16,000, and they will receive a \$5,000 trade in and will take \$1,000 from the budget as well. The Department also received a donation from CHS for a grain auger to assist in rescues. Chief Fisher provided the Board his monthly report. Trustee Truckey asked if things were working well with the volunteer and paid full-time staff. Chief Fisher stated that they were. He said he has some really great staff that he wishes he could clone. President Stiles stated calls were up for this month based on the report. Chief Fisher stated that included mutual aid, which there was none of last month.

- 1) *Next meeting: Tuesday, July 5, 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*

## 10. Licenses

- A. Discussion and possible action on an original 2022-2023 Alcohol License: Class “A” Fermented Malt Beverage and “Class A” Intoxicating Liquor Licenses for Kwik Trip, Inc., 500 N. Walworth Street, Darien (Nicole Schell, Agent).** Trustee Truckey asked if all appropriate departments had reviewed the application and approved. Ms. Peterson stated they had. Trustee Truckey made a motion to approve the liquor license for Kwik Trip. Trustee Atkinson seconded, and the motion carried 6-0.
- B. Discussion and possible action on a 2022-2023 Cigarette and Tobacco License Application for Kwik Trip, Inc., 500 N. Walworth Street, Darien.** Trustee Truckey made a motion to approve the tobacco license for Kwik Trip.
- C. Discussion and possible action on the 2022-2023 Operator License Applications.** Ms. Peterson stated the memo in the packet listed all new and renewal applicants for Operator Licenses. Ms. Peterson stated that the appropriate parties are still reviewing some of the licenses, so she recommended that the approval be contingent upon approval by the appropriate parties, if it was made. President Stiles made a recommendation that the

Operator Licenses be approved, contingent upon approval by all parties. Trustee Truckey seconded, and the motion carried 6-0.

**D. Discussion and possible action on the 2022-2023 Alcohol License Renewal Applications**

**1) Class "A" Fermented Malt Beverage and "Class A" Intoxicating Liquor Licenses:**

- a. Brick's Spirits and Wisconsin Favorites, LLC, d/b/a Brick's Spirits and Wisconsin Favorites, 19 and 23 N. Wisconsin Street, Darien (Joseph L. Brickner, Jr., Agent)**
- b. MVS Oil, LLC, d/b/a/ Darien Corner Market, 101 W. Beloit Street, Darien (Vijay Sharma, Agent)**

Trustee Truckey made a motion to approve the Class "A" Fermented Malt Beverage and "Class A" intoxicating liquor licenses. Trustee Atkinson seconded, and the motion carried 6-0.

**2) Class "B" Fermented Malt Beverage and "Class C" Wine License:**

- a. Deborah R. Schaab, d/b/a Deb's County Café, 24 W. Beloit Street, Darien**  
President Stiles made a motion to approve the Class "B" Fermented Malt Beverage and "Class C" Wine Licenses. Trustee Seefeldt seconded, and the motion carried 6-0.

**3) Class "B" Fermented Malt Beverage and "Class B" Intoxicating Liquor Licenses:**

- a. Farmer's Inn Tavern, Inc. d/b/a Farmer's Inn Tavern, 15 N. Wisconsin Street, Darien (Joseph L. Brickner, Jr., Agent)**
- b. American Legion Post 450, d/b/a Darien American Legion, 24 Market Street, Darien (David M. Weiler, Agent)**
- c. Thomas T. Dye, d/b/a Beer Bank, 6 N. Wisconsin Street, Darien**
- d. Leon's Sports Bar & Grill, LLC, d/b/a Leon's Bar & Grill LLC, 10 N. Walworth Street, Darien (Susana Valadez, Agent)**

Trustee Truckey made a motion to approve the Class "B" Fermented Malt Beverage and "Class B" Intoxicating Liquor Licenses. Trustee Atkinson seconded, and the motion carried 6-0.

**E. Discussion and possible action on the 2022-2023 Cigarette and Tobacco License Renewal Applications:**

- 1) Farmer's Inn Tavern, 15 N. Wisconsin Street, Darien**
- 2) Beer Bank, 6 N. Wisconsin Street, Darien**
- 3) Brick's Spirits and Wisconsin Favorites, LLC, 19 and 23 N. Wisconsin Street, Darien**
- 4) MVS Oil, LLC, 101 Beloit Street, Darien**

President Stiles made a motion to approve the Cigarette and Tobacco License renewals. Trustee Truckey seconded, and the motion carried 6-0.

**11. Adjourn.** At 8:25 p.m., 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 Village Board: July 18, 2022