

*Village of Fall Creek*  
*Minutes of Regular Village Board Meeting*  
*October 10, 2022*

1. **Call to Order:** 6:00 p.m., Village Hall Meeting Room, 122 E. Lincoln Ave., Fall Creek
2. **Roll Call:** Members Present: Village President Tim Raap, Trustees Ryan Aylesworth, Chester Goodman, Karen Herbison, Karen Hurd, Sheena Kaatz. Members Arriving Later: Matt Mattoon. Staff Present: Village Administrator/Public Works Director Jared McKee, Clerk/Treasurer Renee Roemhild. Also Present: 8 citizens.
3. **Pledge of Allegiance**
4. **Certify Open Meeting Law Requirements Have Been Met:** A notice of the meeting and the agenda was posted at the three public places and local newspapers were notified.
5. **Adopt Agenda:**
  - MOTION (Kaatz/Goodman) to adopt the agenda as printed. PASSED, without negative vote.
6. **Recognition of Visitors/Citizen Input:** None.
7. **Approval of Minutes:** Trustee Karen Hurd made a correction to the 10/4/22 Public Works, Public Safety & Property Committee meeting minutes.
  - MOTION (Herbison/Hurd) to approve the 9/12/22 Regular Board, 9/28/22 Special Village Board, 10/4/22 Public Works, Public Safety & Property Committee, and 10/4/22 Finance, Personnel & Economic Development Committee meeting minutes. PASSED, without negative vote.
8. **Financial Report:**
  - MOTION (Goodman/Kaatz) to approve the 9/30/22 Budget Comparison Report. PASSED, roll call vote: Goodman-yes, Herbison-yes, Hurd-yes, Kaatz-yes, Raap-yes, Aylesworth-yes.
9. **Approval of Bills:**
  - MOTION (Goodman/Herbison) to accept the Invoice Listing and Payroll Pay Summary Reports of 9/13/22-10/10/22. PASSED, roll call vote: Herbison-yes, Hurd-yes, Kaatz-yes, Raap-yes, Aylesworth-yes, Goodman-yes.
10. **Report of Village Administrator:** Administrator/Public Works Director Jared McKee gave his monthly report highlighting the departmental duties accomplished since the last regular board meeting.
11. **Committee Reports**
  - A. **Public Works, Public Safety & Property:** Committee Chairperson Sheena Kaatz stated they discussed the situation of vandalism at the park, recommended the purchase of trail cameras for the time being and will revisit the issue in the spring.
  - B. **Finance, Personnel & Economic Development:** Committee Chairperson Tim Raap stated there was a lot of work done on the budget and Ryan Aylesworth was designated as the lead to work with Dean Mischke on the broadband grant work.
12. **Unfinished Business**
  - A. **2<sup>nd</sup> Reading and Possible Adoption of Amendments to the Zoning Ordinances to:**
    - a) **Repeal Chapter 268 Zoning and**
    - b) **Amend and Recreate it as Title 16 Zoning:** President Tim Raap gave an overview, stating the proposed amendments have been discussed at several meetings, both Plan Commission and Village Board, as well as having two public hearings.
      - MOTION (Hurd/Goodman) to hold the second reading and to adopt the above ordinance in its entirety, making it a part of the Code of the Village of Fall Creek. Amendment repeals Chapter 268 Zoning, amends and recreates it as Title 16 Zoning. PASSED, roll call vote: Hurd-yes, Kaatz-yes, Raap-yes, Aylesworth-yes, Goodman-yes, Herbison-yes.

Trustee Matt Mattoon arrived at 6:22 p.m.

**B. 2<sup>nd</sup> Reading and Possible Adoption of Amendments to Ordinances Related to Health & Sanitation to:**

**a) Repeal Chapter 125 Outdoor Burning, Chapter 148 Health and Sanitation, Chapter 161 Junk Dealers, Chapter 184 Nuisances, Chapter 223 Garbage and Recycling, Chapter 238 Trees, Chapter 256 Weeds, Yards and Lawns; and**

**b) Amend and Recreate Them as Title 7 Health and Sanitation:**

- MOTION (Goodman/Hurd) to hold the second reading and to adopt the above ordinance in its entirety, making it a part of the Code of the Village of Fall Creek. Amendment repeals Chapter 125 Outdoor Burning, Chapter 148 Health & Sanitation, Chapter 161 Junk Dealers, Chapter 184 Nuisances, Chapter 223 Garbage & Recycling, Chapter 238 Trees, Chapter 256 Weeds, Yards & Lawns, amends and recreates them as Title 7 Health & Sanitation. PASSED, roll call vote: Kaatz-yes, Mattoon-yes, Raap-yes, Aylesworth-yes, Goodman-yes, Herbison-yes, Hurd-yes.

**C. Appointments:** President Raap appointed Vern Ming as an alternate on the Zoning Board of Appeals.

- MOTION (Hurd/Herbison) to approve appointment of Vern Ming as an alternate on the Zoning Board of Appeals. PASSED, without negative vote.

**13. New Business**

**A. Pay Request for Keller Park Ballfield:** Matt Bartow was present for questions regarding the draw request and commented there has been in-kind donations and volunteer labor in the amount of over \$38,000 so far.

- MOTION (Goodman/Hurd) to approve Construction Draw Request # 3 in the amount of \$36,015.42. PASSED, roll call vote: Mattoon-yes, Raap-yes, Aylesworth-yes, Goodman-yes, Herbison-yes, Hurd-yes, Kaatz-yes.

**B. Fee Schedule Revisions:** Administrator Jared McKee reviewed the changes.

- MOTION (Goodman/Hurd) to approve the Village of Fall Creek Schedule of Fees, as amended. PASSED, roll call vote: Raap-yes, Aylesworth-no, Goodman-yes, Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes.

**C. Fall Creek Area Fire District Budget:** Fire District Representative Wayne Grosskopf presented the fire district's budget, stating there was a change in the percentage split between the municipalities based on the new equalized values. Overall, there was only a small increase in the entire budget.

**D. 2023 Proposed Budget:** Administrator Jared McKee presented the proposed budget as approved by the Finance, Personnel & Economic Development Committee. Discussion on broad categories, as well as individual account items, took place. McKee gave an overview of a change concerning the library that reduces the levy for Village taxpayers but results in a shortfall in revenues for the library. McKee stated as part of the Intermunicipal County Library Agreement, Village taxpayers paid \$13,000 in 2021 which went to other libraries as reimbursement for items checked out by Fall Creek residents, while our library only received \$2,000 from usage of patrons from other libraries. 2021 was the final year for our participation in this agreement. Getting out of the agreement was good for the Village, as it decreases the Village levy, but it does result in a small revenue reduction for the library. With this in mind, the proposed budget includes an increase of \$5,500 from General Fund to the Library Fund. To accomplish this, the proposal shifts funds around and includes an increase in the line item on the Levy Limit Worksheet for "Debt Service... after July 1, 2005" to \$25,500 from \$20,000. There will be more discussion on the budget following the closed session. The Board decided to move to agenda item 14.A. so that the only items remaining would be closed session and budget.

**14. Committee Recommendations**

**A. Security Cameras at Municipal Properties:**

- MOTION (Mattoon/Kaatz) authorizing the purchase of cameras at a cost of up to \$500 and to allow necessary monthly data plan charges. PASSED, roll call vote: Aylesworth-yes, Goodman-yes, Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes.

**15. Possible Assignment to Committee:** None.

**13. E. Move to Convene in Closed Session Per Wis. Stat. 19.85(1)(c) Considering Employment, Promotion, Compensation or Performance Evaluation Data of Any Public Employee Over Which the Governmental Body has Jurisdiction or Exercises Responsibility, namely, Discuss Individual Employee Performance. At the End of the Closed Session, the Board Will Be Going into Open Session to Conduct Further Business. Roll Call Vote on Motion to Convene into Closed Session.**

- MOTION (Kaatz/Goodman) @ 7:24 p.m. to move into closed session per 19.85(1)(c) as listed above, and to invite Library Board Members Mike Minner and Kelli Corbin into the closed session. PASSED, roll call vote: Goodman-yes, Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Aylesworth-no.

**E. Move to Return to Open Session and Action, if Any, on Matters Discussed in Closed Session.**

- MOTION (Herbison/Kaatz) @ 8:12 p.m. PASSED, roll call vote: Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Aylesworth-yes, Goodman-yes.  
The Board returned to item #13D.

**13. D. 2023 Proposed Budget:** Discussion continued.

- MOTION (Herbison/Mattoon) to move forward with the proposed budget, with the capability of adjusting numbers for minor updates, and to hold the public hearing on November 14<sup>th</sup> at 7:00 p.m. PASSED, roll call vote: Kaatz-yes, Mattoon-yes, Raap-yes, Aylesworth-yes, Goodman-yes, Herbison-yes, Hurd-yes.

**16. Adjournment:** 8:35 p.m.

Renee Roemhild, Clerk-Treasurer and  
Tim Raap, Village President