

*Village of Fall Creek*  
*Minutes for Regular Village Board Meeting*  
*December 9, 2024*

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, Bryan Kaatz, Josiah Kleven, Matt Mattoon, Curt Strasburg. Members Absent: Trustee Karen Herbison. Staff Present: Village Administrator/Public Works Director Jared McKee, Clerk/Treasurer Renee Roemhild. Also Present: 5 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 (Mattoon/Kleven) to adopt the agenda. PASSED, without negative vote.
6. **Recognition of Visitors/Citizen Input/Correspondence:** None.
7. **Approval of Minutes**
  - MOTION (Kleven/Kaatz) to approve the 11/11/24 Regular Village Board, 11/14/24 Public Hearing & Plan Commission, 11/20/24 Special Village Board, & 12/4/24 Special Village Board meeting minutes. PASSED, without negative vote.
8. **Financial Report**
  - MOTION (Mattoon/Strasburg) to approve the 11/30/24 Budget Comparison report. Roll call vote: Kaatz-yes, Kleven-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Aylesworth-yes. PASSED.
9. **Approval of Bills:**
  - MOTION (Mattoon/Strasburg) to accept the Invoice Listing and Payroll Pay Summary Reports of 11/12/24-12/9/24. Roll call vote: Kleven-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Aylesworth-yes, Kaatz-yes. PASSED.
10. **Report of Village Administrator:** Administrator Jared McKee gave his monthly report highlighting the duties accomplished by each department since the last regular board meeting.
11. **Committee Reports:** None.
12. **Unfinished Business**
  - A. **2<sup>nd</sup> reading of Ordinance Amendment re: Title 10 Motor Vehicles, Parking Regulations §10.2.4:**
    - MOTION (Kaatz/Strasburg) to hold the second reading and adopt the amendments to §10.2.4. Regulations of Streets. The amendment basically designates a portion of the west-side of Wisconsin Street as a no-parking section. Roll call vote: Mattoon-yes, Raap-yes, Strasburg-yes, Aylesworth-yes, Kaatz-yes, Kleven-yes. PASSED.
13. **New Business**
  - A. **Request for Conditional Use Permit for Vacant Lot North of County Highway J and West of the Creek for High Tunnel/Greenhouse Structure:** President Tim Raap reported the Plan Commission held a public hearing regarding the request. He reviewed points of discussion from the meeting: listening to neighbors who were against the request, reviewing the Comprehensive Plan, and Plan Commission members feeling the ordinance was not clear in defining “high tunnel”. They felt a temporary greenhouse structure was not the same as what is currently listed in the ordinances as a “retail garden center, including a greenhouse.” Board members discussed the request, agreeing with the Plan Commission that there should be more clarity in the ordinance so it specifically addressed temporary greenhouse structures and listed which zoning districts it could be allowed in as a conditional use. The permit applicants were present to answer questions; they wanted to use the high tunnel to extend their growing season, they sell their produce at Phoenix Park in Eau Claire.

- MOTION (Mattoon/Strasburg) to deny the application in its current form, with instruction sent to the Plan Commission asking them to explore the possibility of rezoning and/or conditional use as a way of making this work. PASSED to deny, without negative vote.
- B. Downtown Business District Building Permit Applications:** Raap reported on the application and the Plan Commission’s recommendation.
- MOTION (Strasburg/Kleven) to approve the external paint colors and façade at Ice Cream & Extras, 130 W Lincoln Ave. PASSED, without negative vote.
- C. Downtown Business District Sign Permit Applications:** Raap reported on the applications and the Plan Commission’s recommendations.
- MOTION (Strasburg/Kaatz) to approve the sign application for Ice Cream & Extra at 130 W Lincoln Ave, with the stipulations listed by the Plan Commission. PASSED, without negative vote.
  - MOTION (Strasburg/Aylesworth) to approve the sign application of Unity Bank at 103 E Lincoln Ave, with the stipulations listed by the Plan Commission. PASSED, without negative vote.
- D. Authorize the Receiving of Donated Property:**
- MOTION (Mattoon/Aylesworth) giving signature authority to President Tim Raap to receive the land donation from John & Michelle Kuehn for the new library and village administration building. PASSED, without negative vote.
- E. Consider Budget Amendments for 2024:** McKee reported on the proposed amendments.

2024 Budget Amendments	From	Amendment	To
<b><u>GENERAL FUND</u></b>			
<b>Fund #110</b>			
Revenues			
110-48100-000-000 GF-Interest on Investments	2,500	3,000	5,500
Expenses			
110-57110-000-000 GF-Minor Capital Expense	2,000	3,000	5,000
<b><u>CAPITAL FUNDS</u></b>			
<b>Fund #412 Tax Increment District #2</b>			
Revenues			
412-49100-000-000 TID#2 Proceeds from Long-Term Debt	0	650,000	650,000
Expenses			
412-59500-000-500 TID #2 Construction	0	650,000	650,000
<b>Fund #420 Capital Equipment/Repairs</b>			
Revenues			
420-49900-000-000 CER-Transfers from Other Funds	0	56,612	56,612
Expenses			
420-57100-000-110 CER-Vehicles-Large Equip	125,000	(125,000)	0
420-57100-000-120 CER-Vehicles-Trucks	0	76,503	76,503
420-57100-000-150 CER-Vehicles-Police	0	61,066	61,066
<b><u>ENTERPRISE FUNDS</u></b>			
<b>Fund #600 Water Fund</b>			
Expenses			
600-59900-000-420 WF-Transfer to Capital Equip/Repairs	0	28,306	28,306
<b>Fund #620 Sewer Fund</b>			
Expenses			
620-59900-000-420 SF-Transfer to Capital Equip/Repairs	0	28,306	28,306

- MOTION (Mattoon/Aylesworth) to adopt the amendments as proposed. Roll call vote: Raap-yes, Strasburg-yes, Aylesworth-yes, Kaatz-yes, Kleven-yes, Mattoon-yes. PASSED.

**14. Committee Recommendations:** None.

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

**16. Adjournment:** @ 7:20 p.m.

Renee Roemhild, Clerk/Treasurer