

AGENDA

VILLAGE OF OREGON
Regular Meeting Oregon Village Board
Monday, December 17, 2007

Please Note Starting Time
5:30 p.m.

Village Hall
117 Spring Street
Oregon, WI 53575
Lower Level

1. Call to order
2. Roll call
3. The Village Board may adjourn into closed session from time to time during the course of the meeting pursuant to **Wis. Stat. §19.85 (1)(g) to confer with legal counsel who will render advice concerning strategy to be adopted by the Village Board with respect to potential litigation relating to the Notice of Circumstances of Claim served on the Village by Attorney Tim Fenner on behalf of the owners of the properties located at 140 North Burr Oak, 340 Florida Avenue, 350 Florida Avenue, 370 Florida Avenue and 380 Florida Avenue Following each such closed session, the Village Board may reconvene in open session.**
4. **Reconvene into Open Session.**
5. Approval of Minutes
 - a) Regular Meeting 11/19/07
6. Approval of Vouchers
7. Community Input. The Village Board has established an opportunity for the public to address the Board. In the event community members wish to address the Board, 15 minutes will be provided; otherwise the agenda will proceed as posted.
8. Public Appearances and Public Hearings:
 - a) Public Hearing at 6:30 PM on Dane County Mitigation Plan – Aaron Fahl from Ruckert-Mielke
 - b) From December 6th Planning Commission Meeting: Conceptual discussion with Trachte, Inc. for Alpine Business Park Site
 - c) Chamber and Youth Center Reports
9. Proclamations and Announcements

- a) Village Board Comments
- b) Staff Comments:
 - 1) Digging Out Fire Hydrants
 - 2) Delivery of Refuse and Recycling Carts
 - 3) Village's 2008 Solid Waste Flyer & Recycling Guide mailed this week
 - 4) Sidewalk Snow Removal Flyer to be mailed with Solid Waste Flyer
 - 5) Different Options to Pay Property Taxes:
 - Us Mail
 - Credit Card or ACH Payments
 - State Bank of Cross Plains
 - Village Clerk/Treasurer's Office

10. Communication and Miscellaneous Business

- a) Discussion of Status and Possible Action re: Items related to August Flooding:
 - 1) Hiring of Legal Counsel by 140 North Burr Oak, 340 Florida Avenue, 350 Florida Avenue, 370 Florida Avenue and 380 Florida Avenue and Notice of Circumstance received by Village
 - 2) Status of Substantial Damage Inspection for 370 Florida Avenue
 - 3) (12/11/07) Letter Mailed to McAllister's regarding First Floor Determination
 - 4) (12/6/07) Met with Representative Davis and other state officials regarding funding sources
 - 5) (12/12/07) Met with County Board member Jerry Jensen regarding County Assistance
 - 6) (12/13/07) Met with Barbara Ingram regarding DNR Grant: *(Background- Ms. Ingram indicated that the maximum of \$200,000 for one grant application is set internally by the Department of Natural Resources for the round of grant applications due January 15, 2008. The maximum allowed per application by statutory authority s.281.665 (4)(b) is \$600,000. This is based on 20% of the available \$3,000,000. The \$800,000 amount was from the last grant cycle and was communicated to us in error. On behalf of the DNR, Ms. Ingram apologized for the confusion concerning the maximum amount the Village could receive under the grant. Per Ms. Ingram, the Village should proceed with appraisals on 360 Florida Avenue and 140 North Burr Oak. Through a separate application, the Village should submit the required information for 380 Florida Avenue, but wait to do the appraisal report until the DNR determines if funding is available. Possible Motion – Amend Motion from December 3rd Board Meeting -Proceed with Appraisal Reports for 360 Florida Avenue and 140 North Burr Oak and by separate application submit information without an appraisal for 380 Florida Avenue and hold in abeyance the other appraisals for 340, 350 & 370 Florida Avenue.*
 - 7) (12/20/07) Meeting scheduled with Representative Davis, Senator Miller, Senator Erpenbach and Representative Hebl to discuss funding sources
 - 8) In early January will meet with Jerry Jensen and CDBG staff to discuss block grant funding
- b) Discussion and Possible Action re: Revising Municipal Court Clerk's Job Description
- c) Discussion and Possible Action re: Hiring of Donald O. Gray II. for Water and Sewer Utility Maintenance Worker Position
- d) (Tabled From December 3rd Board Meeting) Discussion and Possible Action *(Background –Please see attached email from Mike Zagrodnik Baer Insurance Services)* re: **Recommended motion from 11/26th Public Works Committee: Way**

moved to recommend the Village Board deny the claim of Eileen Olson. Motion died for lack of a second. Lourigan moved to recommend the Village Board accept the claim of Eileen Olson and direct the staff to find the funds to pay the damages. Second by Harms. Gracz stated if the Board accepts this the Village will need documentation on the costs. **Lourigan amended the motion to request documentation from the property owner and Harms seconded. Motion carried 2-1 with Way opposed.**

- e) Discussion and Status of Downtown Ad Hoc Committee's recommendations to the Village Board for 2008 Downtown Project – January 15, 2008 at 6:00 PM -Joint Meeting/Public Forum with Village Board and Downtown Ad Hoc Committee to make final decisions and recommendations for 2008 Downtown Project
- f) Discussion and Possible Action re: From Downtown Ad Hoc Committee: Determine extent of project limits for survey and design along Jefferson Street
(Background-In order to stay on schedule the Village Board is being requested to approve the proposal from MSA for engineering work on Jefferson Street.)
Recommended Motion: Approve the proposal from MSA for expanding the Downtown project on Jefferson Street at a cost not to exceed \$26,510.00.
- g) (From December 4th CDA Meeting) – Discussion and Possible Action re: Request to have a member from the Historic Preservation Commission serve on the CDA as an alternate due to CDA quorum problems
- h) Appointment of Election Workers for two-year term 1/1/08 through 12/31/09

11. Report of Committees

- a) Park Board 12/5/07 -- **(Village Board Representative – Trustee Lourigan)**
 - 1) Discussion and Possible Action re: Oregon Athletic Booster Club – Development of Master Plan for Huntoon Field area **Recommended Motion: Consideration of Transferring Sewer Property to Village for Park Purposes**
- b) Finance 12/10/07 **(Committee Chair – Trustee Bollig)**
 - 1) Discussion and Possible Action re: Status of Adjustment to Non-residential Fees. **Recommended Motion: Authorize staff to proceed with working with Ruckert Mielke to update the non-residential impact fees for an amount not to exceed \$500.00.**
 - 2) Discussion and Possible Action re: Responses to requests for Sewer Loan. **Recommended Motion: This material was not ready for the December 10th Finance Meeting and was forwarded to the Village Board without a recommended motion.**
 - 3) Discussion and Possible Action re: Disposal of Meters and Transponders. **Recommended Motion: It was moved to authorize staff to dispose of the Meters and Transponders.**
 - 4) Discussion and Possible Action re: Administrative Services Agreement with the Oregon Area Fire/EMS District and Administering Ready Grant. **Recommended Motion: Authorize the Village President to execute the Administrative Services Agreement with the Oregon Area Fire/EMS District for 2008 including administering the Ready Grant contingent upon the Village Staff's review of**

some outstanding issues including reviewing the agreement between the District and Wisconsin Technical College System Foundation, Inc. for the Ready Grant

- 5) Discussion and Possible Action re: Results of Bids for Equipment including Computers, Monitors, and Keyboards. **Recommended Motion: Authorize staff to dispose of listed computer equipment including monitors and keyboards including selling the items for \$25.00, and listing the items on Craigslist.com and Village website**
 - 6) Discussion and Possible Action re: Proposal from RA Heating and Air Conditioning for heating system at the Waste Water Treatment Plant. **Recommended Motion: Proceed with replacing the Air Handling Unit at the WWTP for the option not to exceed \$30,000.00.**
 - 7) Discussion and Possible Action re: Proposal for selecting new voicemail system for Village and Waste Water Treatment Plant. **Recommended Motion: Hire JDR Engineer for consulting services related to the development of an RFP for replacement of voicemail system for the Village and phone system at the WWTP as well as other telecommunications items.**
 - 8) Discussion and Possible Action re: Notice from US Bankruptcy Court regarding Movie Gallery Inc. **Recommended Motion: Do not authorize the Village Attorney to pursue the outstanding utility bill of \$21.46 but rather have the general fund reimburse the utility for the outstanding amount.**
 - 9) Discussion and Possible Action re: Approval Advances to Storm Water Fund and TIF #3. **Recommended Motion: Village Board advance from the General Fund, \$150,000.00 to TIF #3 for downtown project work and \$75,000.00 to Account 412 for stormwater work.**
- c) Minutes Not Requiring Action
- 1) Library Board 11/14/07
12. Unfinished Business
13. Future Agenda Items
- a) Discussion and Possible Action re: Selecting Option 1 from E80 Plus including the decorative railings, embellishing the main structure in a decorative fashion, along with including the Historic Preservation Commission in the design review after the Railroad Bridge Replacement bids are received
 - b) Special Village Board Budget meeting minutes 10/24/07
 - c) Special Village Board Budget meeting minutes 10/30/07
 - d) Special Village Board – meeting minutes 11/26/07 Public Hearing on 2008 Budget
 - e) Joint Meeting with Planning Commission 12/6/07 minutes
 - f) Regular Village Board 12/3/07
 - g) Town of Dunkirk’s Resolution for ATC Resolution
14. Adjournment

Note: Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format must contact the Village Clerk at (608) 835-3118, 117 Spring Street, Oregon, Wisconsin, at least twenty-four hours prior to the commencement of the meeting so that any necessary arrangements can be made to accommodate each request.