

1. **CALL TO ORDER.** The special meeting of the Village Board was called to order on Monday, February 23, 2009 at 5:30 p.m.
2. **ROLLCALL.** Present: Darlene Groenier, Phil Harms, Jon Lourigan, Eric Poole, Steve Staton and Randy Way. Absent: Jerry Bollig. Also present: Village Administrator Mike Gracz, Police Chief Doug Pettit, Public Works Director Mark Below and Clerk Georgia Johnson.
3. **PUBLIC APPEARANCE: DISCUSSION AND POSSIBLE REFERRAL TO PARK BOARD RE: OREGON SCHOOL DISTRICT'S REQUEST OF TRANSFERRING OWNERSHIP OF THE EAST SIDE OF JAYCEE PARK FROM THE VILLAGE TO THE SCHOOL DISTRICT.** Andy Wieland and Brian Busler, of the Oregon School District, presented the District's request to transfer ownership of the east side of Jaycee Park from the Village. The School is currently maintaining the property and has been since 1991 or 1992 and they would like to bring the field up to better standards. There was discussion including how the plan fits into any expansion of the sewer plant in the future, the Village would like to retain the property south and east of the sledding hill, condition of the soccer fields, the timeline, costs and referring the request to the Park Board. Busler spoke to the condition of the field noting it is not in good playable condition, is not usable as a competitive field, the School District would like to update it and in order for the School Board to approve investing the amount of money it would take, they prefer to have ownership of the field. Discussion continued. It was concluded to refer the matter to the Park Board meeting in March.
4. **PAYMENT OF VOUCHERS.** **Poole moved, second by Groenier, to approve the payment of vouchers for the General Operating Fund in the amount of \$32,030.63 per the list dated February 23, 2009.** There was discussion regarding certain items. **Roll call vote: Harms – yes; Lourigan – yes; Staton – yes; Groenier – yes; Way – yes; Poole - yes. Motion carried 6-0.**
5. **PUBLIC WORKS DIRECTOR REPORT.**
  - a) **Discussion and Possible Action to Approve the 2009 Land Use Lease for Keller Alpine Park.** It was noted this land is leased for farming purposes by the Doerfer Brothers. This is done every year and there are no changes from the 2008 lease. There was some discussion regarding how the cost was arrived at and where the land is located (N. Alpine Parkway and Netherwood). **Poole moved, second by Harms, to approve the Land Use Lease with the Doerfer Brothers. Motion carried 6-0.**
  - b) **Discussion and Possible Action to Approve the 2009 Crack Filling Street Repairs (\$10,000 budgeted).** Below noted this is work that is done every year—this year \$10,000 has been budgeted. **Harms moved, second by Way, to approve the 2009 crack filling street repairs. Motion carried 6-0.**
  - c) **FYI – Stimulus Projects submitted on February 18<sup>th</sup>.** For informational purposes. It was noted decisions on approvals for the stimulus funding projects are expected to be made early next week.
  - d) **Status of moving Florida Avenue Homes.** Reference was made to the memorandum from Ruekert Mielke with the schedule for moving the homes. There was some discussion.
  - e) **Discussion and Possible Action regarding Hiring Different Appraiser for Florida Avenue Homes.** It was noted that Scott Appraisal, the company that did the prior appraisals of property on Florida Avenue, is not available at this time. It is proposed to approve Great Lakes Realty Advisory Group, Inc. to do the appraisals of 340 and 370 Florida Avenue at a cost of \$2,000.00 each. This would fit into the timeline and allow for the removal to stay on schedule. **Harms moved, second by Groenier, to approve hiring Great Lakes Realty Advisory Group, Inc. to complete appraisals on 340 and 370 Florida Avenue at a cost not to exceed \$4,000. Motion carried 6-0.**

- f) Status of Stewardship Grant and Dane County Conservation Fund Applications. It was noted proposals should be received by Thursday from Ruckert Mielke and MSA to prepare the Stewardship Grant and Dane County Conservation Fund application. There was discussion regarding which path(s) would be included in the application, an easement will be needed for path #7 by the time the grant is submitted, and so forth. No action was necessary at this time.

6. **POLICE CHIEF'S MONTHLY REPORT.**

- a) Monthly Reports. These reports are provided monthly and there was some discussion.
- b) Monthly Report on Serving as Interim Police Chief in Brooklyn. Pettit noted his work at the Village of Brooklyn is approximately 9.5 hours per week and is administrative. There are four candidates being interviewed for the position and it is anticipated the position should be filled within a couple of months.
- c) Status of 523 Janesville Street Garage and Property Clean-Up. There was some discussion regarding how to deal with the property clean-up and the garage. It was noted some of the items can be dealt with under Chapter 9, however the garage is a different issue; a garage can only be on a lot of a primary residence and there is no primary residence at this address so something can probably be done, will discuss clean-up of the property with the owner and so forth. The Village Attorney is waiting for direction from the Board on what it wants to do. Following further discussion, it was concluded to have Attorney Kleinmaier research getting rid of the garage and Pettit to seek owner cooperation in cleaning up the property itself.
- d) Implementation of Neighborhood Watch Program. Pettit noted that Detective Leitzinger is working on this; they are looking at possible areas for the program and it is planned to have four areas by the end of 2009 with the first group being implemented in the near future. There was some discussion.
- e) Update on Multi-Hazard Mitigation Plan. Pettit noted the next meeting of the Planning Committee will be March 10<sup>th</sup>, the forms have been filled out, and they will be going through all the materials submitted. Eventually the plan will be amended. It was noted the Village became part of the Dane County Plan following the 2007 flooding.
- f) Discussion regarding the 2008 Explorer Post Report. Pettit referred to the Report noting it showcases the success and benefits of the Explorer Program at the Oregon Police Department. There was some discussion.

7. **COMMUNICATIONS AND MISCELLANEOUS BUSINESS.**

- a) Discussion and Possible Action re: Filling Vacant Full-Time Front Office Position with 30 hours per week Position. It was noted the person hired would work 30 hours per week—10 hours at the Police Department and 20 in the Clerk's Office, because of the confidentiality of the position, a thorough background check will be conducted, monies have been budgeted in the 2009 budget for the position. Discussion followed including the reallocation of front office staff, the re-implementation of the COPS program which will include funding for administration positions and the time involved, etc. Following discussion, **Poole moved to approve hiring for the front office position at 30 hours per week as presented. Second by Harms. Motion carried 6-0.**
- b) Discussion of Re-Scheduling Upcoming Meetings:
  - 1) Cancel March 9<sup>th</sup> Finance Meeting due to Audit and re-schedule to 5:00 p.m. on March 16<sup>th</sup> before Board meeting. There was some discussion and there were no objections to the change.

- 2) Due to April Election, move April 6<sup>th</sup> Board Meeting to March 30<sup>th</sup>. There was no objection to holding the April 6<sup>th</sup> Board meeting on Monday, March 30<sup>th</sup>. This request is due to the April 7<sup>th</sup> election and will be helpful for staff.
  - c) Discussion of Information from 2009 Ehlers' Conference. It was noted this will be held over to the March 16<sup>th</sup> Finance Committee.
  - d) Discussion of Governor's Budget. It was noted the biggest concern is the 1% cut in shared revenue. There was discussion on some of the proposals regarding revenue sources, etc.
  - e) Per Trustee Lourigan – Discussion of Establishing Subsidized Cab Service in Village. Lourigan stated he has been asked about the possibility of a shared cab service in the community. There was discussion including pursuing a grant, have something similar to what is done in Stoughton and Sun Prairie, cost of subsidizing a cab service, cost of contracting privately, the seniors in the community may be interested (Koelsch will be looking into their interest), and so forth. It was concluded to have Sr. Center Director Koelsch attend a Board meeting to discuss this and Lourigan will review it further and get comments to discuss further with the Board.
  - f) Discussion of using Laptops for all Village Board Meetings including three (3) standing committees. There was discussion regarding the Boards' position on the use of laptops. It was concluded that use of the laptops will be implemented mid-April and that staff will order a mouse for the Board members.
  - g) Discussion and Possible Action on Resolution #09-06 regarding Designation of Depositories. It was noted the Village Attorney is requesting that the designation of depositories for the Village state all banks the Village does business with. **Harms moved, second by Poole, to adopt Resolution #09-06 regarding the designation of depositories.** There was discussion regarding the number of banks listed (because we are staying under the FDIC amount) and the Village Attorney is recommending this type of resolution. **Motion carried 6-0.**
  - h) FYI – Regional Economic Development and Transit Authority Meetings. For informational purposes. There was some discussion.
8. **EXECUTIVE SESSION.** At 6:38 p.m., **Poole moved** to adjourn into closed session pursuant to Wis. Stats. §19.85(2)(c), 19.85(1)(e) and 19.85(1)(g), permitting a closed session for:
- a) **Performance Evaluation data for conducting performance evaluations on the Village Administrator and Department Heads**
  - b) **Negotiating a resolution to an elevation conflict between existing Verizon Duct Bank and to discuss New 72-inch Culvert Replacement under Spring Street**
  - c) **Replacement of second floor front-windows at 105 South Main Street**
  - d) **Road maintenance agreement negotiations with Lycon**
  - e) **Property Acquisition for Extension of Braun Road**
- Second by Groenier. Roll call vote: Way – yes; Harms – yes; Lourigan – yes; Staton – yes; Groenier – yes; Poole – yes. Motion carried 6-0.**
9. **ADJOURNMENT.** The Board **adjourned from closed session at 8:24 p.m. on motion by Lourigan, second by Poole. Motion carried 6-0.**

Submitted by  
Georgia Johnson,  
Village Clerk