

**HAZEL GREEN SPECIAL BOARD MEETING
SEPTEMBER 24, 2019**

President Dave Jegerlehner called the meeting to order at 6:00 p.m. Proof of publication: notices were posted at MidWestOne Bank, Post Office, Village Hall, Village website and all board members were notified by email.

Members present: John Tranel, Josh Kearney, Becky Lee, Doug Kruser and Francis Temperly.

Members absent: Chris Lisk.

Employees present: Sally Bauer, John Berning, Chief James Monahan and Officer Brandon Clark, JoAnn Woodward, Bo Brunkow-6:15 p.m., Sonia Burkholder-6:32 p.m., Mike Dunbar-6:45 p.m.

Citizens present: Ron Amundsen & Chris – ComElec Services, Dan Burke – Tri County Press.

MINUTES OF PREVIOUS MEETINGS: Trustee John Tranel made the motion to approve the minutes from September 10th. Trustee Becky Lee seconded the motion. Roll call vote: John Tranel-yes, Josh Kearney-yes, Becky Lee-yes, Doug Kruser-yes, Francis Temperly-yes and Dave Jegerlehner-yes. Motion carried 6-0.

PUBLIC INPUT: None.

CLERK REPORT – Sally Bauer: The MidWestOne branch in Hazel Green is closing December 13. Apple River State Bank has announced that they will be opening a branch in the SW Mart. I have been in touch with Joel Holland, CEO of 1st Community Bank of Galena to welcome him to the community. A letter was written on Apple River's behalf for their FDIC application stating what the property was zoned and if the location would affect any traffic locations. Grant County is having election training on the new equipment on November 13. We are invited to take all election workers to see how the new machines work. This is an entire day training.

DPW REPORT – John Berning: We have started electrical work on south Main Street, Mediacom has been contacted about their cable wires. At the wastewater treatment plant, the bearing in the RBC needed to be replaced also some valves at the lift station on 22nd Street. Fahrner's will be here next week to finish up the streets (21st, 22nd, 23rd, 24th, Elm, Maple, Oak & Main) and apply GSB-88. This will take 2-3 hours to dry and then the streets will be drivable. The Fire District received a FEMA grant for 18 air packs.

CHIEF OF POLICE REPORT – James Monahan: There was a threat at the Southwestern Schools. This was handled by Grant County Sheriff's Office and Chief Monahan was briefed about the incident.

MONTHLY BILLS: Trustee Josh Kearney made the motion to accept the bills from September 7 – September 19, 2019. Trustee Francis Temperly seconded the motion. Roll call vote: John Tranel-yes, Josh Kearney-yes, Becky Lee-yes, Doug Kruser-yes, Francis Temperly-yes and Dave Jegerlehner-yes. Motion carried 6-0.

UNFINISHED BUSINESS:

SECURITY CAMERAS ON THE BUILDING BY COMELEC: Chris from Avigilon gave a presentation on the security cameras that they would recommend for the Village Hall.

Bo Brunkow arrived at 6:15 p.m.

The new cameras come with a 5-year warranty. With the software and camera licensing, you will not have to update the licensing every year and the software will still supported. The cameras are American made.

Sonia Burkholder arrived at 6:32 p.m.

The proposal will have to be redone since the newest camera has just been released and the quote is based on an the prior model camera. With the newest camera, there is an extra 2-year warranty. They will send us a new proposal.

NEW BUSINESS:

DAILY DEPOSITORY INSTITUTION FOR VILLAGE FUNDS: The Village will look changing banks when Apple River establishes a branch in town.

PURCHASE OF EQUIPMENT: John Berning stated that the current skid steer is 10 years old. He obtained a quote from Sloan Implement for John Deere 324 G. We would receive a \$20,000.00 trade in for the current New Holland skid steer.

Ron Amundsen & Chris left at this time, 6:49 p.m.

Trustee Doug Kruser made the motion to approve the purchase of the new skid steer from Sloan Implement. Trustee John Tranel seconded the motion. Roll call vote: John Tranel-yes, Josh Kearney-yes, Becky Lee-yes, Doug Kruser-yes,

Francis Temperly-yes and Dave Jegerlehner-yes. Motion carried 6-0.

The current truck that we are using in town, a 1998 Chevy ¾ Ton, needs to be replaced. A 2010 Chevy Silverado 1500 has been found in Waterloo for \$6,500.00. It looks like it is in good condition based on the photo's on the internet, but will need to be looked at in person.

Trustee Doug Kruser made the motion to purchase the truck if it meets John Berning's expectations and can be purchased for up to \$6,500.00. Trustee Becky Lee seconded the motion. Roll call vote: John Tranel-yes, Josh Kearney-yes, Becky Lee-yes, Doug Kruser-yes, Francis Temperly-yes and Dave Jegerlehner-yes. Motion carried 6-0.

The current walk behind trencher that we have does not have safety features. A walk behind trencher is also being looked into.

REVIEW INFORMATION FOR AN INCREASE IN SEWER RATES: Rates for sewer usage will need to be reviewed. Based on the audit for 2018, the WWTP lost approximately \$74,000.00. We had done some upgrades to the WWTP, (relined the pond & furnaces) and the money that was transferred in from savings is not reflected in this number.

Trustee Doug Kruser made the motion to increase the fixed rate for sewer by 15% and to increase the usage rate from \$0.05 to \$0.07 effective December 15, 2019. Trustee Josh Kearney seconded the motion. This would increase a residential bill approximately \$13/month/ Roll call vote: John Tranel-yes, Josh Kearney-yes, Becky Lee-yes, Doug Kruser-yes, Francis Temperly-yes and Dave Jegerlehner-yes. Motion carried 6-0.

REVIEW POLICY ON SICK LEAVE: President Dave Jegerlehner made the motion to update the sick leave policy:

Sick leave.

1. Full time employees may accumulate up to eighty (80) days of sick leave at a rate of seven (7) days per year.
2. Sick leave may be taken for personal illness, disability, serious illness in the immediate family and for medical and dental appointments.
3. When an employee terminates, the Village shall ~~may, in its discretion,~~ contribute the employee's accrued unused sick leave, up to 70 days, to the Village's Retiree Healthcare HRA Plan at the employee's hourly rate of pay at the time of severance.

Funds deposited with the Plan shall be used only as permitted by the Plan. A copy of the Plan documents are available at the Clerk's office.

Add:

- a. *Sick Leave Payout at Separation/Retirement.* *Upon separation of employment from the Village in good standing, employees **shall** receive a cash payout for accumulated but unused sick leave based on the schedules below. In all cases, eligible employees retiring from Village employment will receive 100% of their accumulated, unused sick leave. The payment of accrued sick leave at time of separation of employment from the Village will be made into a Health Reimbursement Arrangement (HRA) account in the employee's name. The administration of HRA accounts are described in further detail below in section*

- b. *For Employees Employed Before September 24, 2019:*

Anyone employed before this date will receive 100%

For Employees Hired After September 25, 2019:

<i>5 Years</i>	<i>25%</i>
<i>10 Years</i>	<i>50%</i>
<i>15+ Years</i>	<i>75%</i>
<i>Retirement</i>	<i>100%</i>

For purposes of this section, good standing is serving proper notice and separating from employment for non-disciplinary reasons. Resigning in lieu of termination is not considered good standing.

Retirement is defined as being retirement age eligible per the Employee Trust Funds (Wisconsin Retirement System) retirement rules.

c. ***Health Reimbursement Arrangement (HRA) Program***

One of the largest cost most employees will face in retirement is the cost associated with their medical needs. Understanding this, the Village wishes to create a vehicle for current full-time employees to maximize the full dollar value of their accrued sick leave through creation of a Health Reimbursement Arrangement (HRA) program. These accounts will be established in the eligible employee's name and managed by an outside Plan Administrator selected by the Village. The management and access to the accounts by former and retired employees are

governed by Internal Revenue Service (IRS) rules. The significant features of the HRA program are:

- *There is no option to elect a cash payout of accrued sick leave at time of separation of employment from the Village. The payment of accrued sick leave MUST be made to an HRA account in the employee's name.*
- *The payment to the employee's HRA account is tax free for both the employee and Village.*
- *The funds in HRA accounts may only be used for qualifying medical expenses as outlined by IRS rules. The Plan Administrator will determine if the requested drawdown meets IRS rules.*
- *Current employees may not contribute to their HRA account through payroll deduction or direct payments while they are employed with the Village or any future employer.*
- *The Hazel Green Village Board may amend or terminate all or any part of the HRA Program at any time in the future with the changes applying to current and former employees participating in the plan at that time.*

Trustee Doug Kruser seconded the motion. Roll call vote: John Tranel-yes, Josh Kearney-yes, Becky Lee-yes, Doug Kruser-yes, Francis Temperly-yes and Dave Jegerlehner-yes. Motion carried 6-0.

WAGES – CLOSED SESSION CLOSED SESSION PER WI STATE STAT 19.85 (C) CONSIDERING COMPENSATION OF ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES

RESPONSIBILITY: President Dave Jegerlehner made the motion to go into closed for 30 minutes at 7:15 p.m. Trustee John Tranel seconded the motion. Roll call vote: John Tranel-yes, Josh Kearney-yes, Becky Lee-yes, Doug Kruser-yes, Francis Temperly-yes and Dave Jegerlehner-yes. Motion carried 6-0.

Sally Bauer, John Berning, Jim Monahan, Brandon Clark, JoAnn Woodward, Bo Brunkow, Sonia Burkholder, Mike Dunbar and Dan Burke left the meeting at this time, 7:15 p.m.

Closed session was extended 10 minutes at 7:45 p.m.

RECONVENE IN OPEN SESSION: Trustee John Tranel made the motion to reconvene in open session at 7:55 p.m. President Dave Jegerlehner seconded the motion. Roll call vote: John Tranel-yes, Josh Kearney-yes, Becky Lee-yes, Doug Kruser-yes, Francis Temperly-yes and Dave Jegerlehner-yes. Motion carried 6-0.

Sally Bauer, John Berning, Jim Monahan, Brandon Clark, JoAnn Woodward, Bo Brunkow, Sonia Burkholder and Mike Dunbar returned to the meeting at this time, 7:55 p.m.

ACTION ON CLOSED SESSION MATTERS: President Dave Jegerlehner made the motion to give all full-time employees and Sheri Berning a 3% raise for 2020. The Board thanked the staff for their dedication to the Village and for the excellent job that they do for the community. Trustee Josh Kearney seconded the motion. Roll call vote: John Tranel-yes, Josh Kearney-yes, Becky Lee-yes, Doug Kruser-yes, Francis Temperly-yes and Dave Jegerlehner-yes. Motion carried 6-0.

The staff thanked the board for the raise.

President Dave Jegerlehner made the motion to adjourn at 7:59 pm. Trustee John Tranel seconded the motion. All agreed.

Sally Bauer
Clerk/Treasurer