

VILLAGE OF MELROSE
Board Meeting Announcement & Agenda
Board Room, Melrose Village Hall 112 N. Washington Street

November 13, 2024
6:30pm

The Melrose Village Board held their regular board meeting on Wednesday November 13, 2024 at 6:30pm in the Boardroom at the Village Hall, 112 N. Washington Street.

The meeting was called to order at 6:30pm. All board members were in attendance. Clerk North attested to the verification of publication. Trustee Young made a motion to approve October 2024 meeting minutes and bills, second by Trustee Stern. Motion was carried by unanimous vote.

There was no Public Comment.

- **Business:**

- A. Broadband**

- President Boardman stated he spoke with Cindy Altman and she will be in attendance at the December Board meeting to speak on Broadband.

- B. Ambulance Services**

- The Black River Falls Ambulance denied all our counter offers. Trustee Young made a motion to accept the contract for \$13,475.00 and sign the contract for 1 year with no auto renewal, second by Trustee Stern. Motion was carried by unanimous vote.

- C. Garbage Rates**

- Garbage Rates will increase from \$20.74 to \$21.25 a \$0.51 increase.

- D. Fall/Spring Cleanup**

- Mr. Lefler reached out to Runde Metal Recycling for a dumpster, the price is \$100 per trip. Harter's. Quick Cleanup Services was 80/20.

- Village will price check garbage dumpsters from other facilities. The board will review Spring Cleanup in February and update fees. Trustee Stanton will also get brochures from STSCW to promote services. Trustee Stanton made a motion to approve a scrap dumpster from Runde Metal Recycling, second by Trustee Brown. Motion was carried by unanimous vote.

- E. Credit Card Authorization for Nick and Gary**

- Trustee Young made a motion to approve credit cards for Nick Waughtal and Gary North, second by Trustee Brown. Motion was carried by unanimous vote.

- F. Work Orders**

- No Action

- G. Plow Blade**

- No Action

- H. Employee Handbook correction and addition**

- Trustee Young made a motion to have Section 3.01 Health Insurance be replaced with Retirement, second by Trustee Stern. Review Police section of handbook in December. Motion was carried by unanimous vote.

- I. Wage Increases**

- Trustee Stern made a motion to increase wages by 2% for Utilities and Administration starting January 1, 2025. Second by Trustee Young. Motion was carried by unanimous vote.

- J. Law Enforcement**

- Law Enforcement Committee met with Sheriff Waldera and Officer Nick Gray from Black River Falls Sheriff's Department about potentially disbanding the Melrose Police Department. There are many uncertainties with the County Police Department right now. Trustee Stanton feels it would be in the best interest of the Village to keep our Local Police Department. The Law Enforcement Committee will meet and discuss Police Budget with Chief Smokowicz.

Trustee Stern makes a motion to amend the agenda and skip to Reports Law Enforcement, second by Trustee Brown.

- K. Sewer Project**

- Mr. Lefler reports there is a break in the sewer line under Washington St. Project is going to approximately cost \$50,000 to fix. Reports it should be a one-day fix and shouldn't need to tear up any of Washington St but will need to tear up some of the boulevard. Reports the company will come in a day or two before to run camera through system again before starting. Will have quotes for December meeting.

L. Sew Rates

Trustee Stanton made a motion to rescind previous motion in 2023 for a 5% increase for 3yrs and increase the sewer rate for 2025 by 27% for 1yr, second by Trustee Brown. Motion was carried by unanimous vote.

M. Rays Old Computer

Trustee Stanton made a motion to sell Mr. Knudtson his old laptop from the Village for \$1.00 with Computer Guts wiping it clean, second by Trustee Stern. Motion was carried by unanimous vote.

N. Radios for Utilities

No Action

O. Garage Shed Roof Leaking

Repairing November 12th, 2024. No Action

P. Lagoon Shed Roof Leaking

No Action

Q. Budget

Trustee Stanton made a motion to accept the 2025 Village General and Water Budget with Clerk North's suggestions, second by Trustee Young. The Sewer Budget will be in December's meeting. Motion was carried by unanimous vote.

R. Referendum

Trustee Stern made a motion to pursue an April Referendum for \$50,000, second by Trustee Brown. Motion was carried by unanimous vote.

S. 304 s Washington Street

No Action

T. Annual WTR Supply Inspection

No Action

Trustee Stern made a motion to move to Reports second by Trustee Brown. Motion was carried by unanimous vote.

- **Adjournment to Closed Session**
Trustee Stanton made a motion to go into closed session, second by Trustee Young. Motion was carried by unanimous vote.
Pursuant to Section 19.85(1)(g) of the Wisconsin Statutes, convene in closed session for the purpose of conferring with legal counsel who is rendering oral or written advice concerning strategy to be adopted by the Village Board with respect to possible litigation regarding ADA noncompliant sidewalks and ramps.
- **Reconvene to open session**
Trustee Stern made a motion to reconvene to open session, second by Trustee Young. Motion was carried by unanimous vote.
Trustee Stern made a motion to pay the Craig's the remaining balance for sidewalk, second by Trustee Young. Motion was carried by unanimous vote.
Trustee Stanton made a motion to have our attorney Mr. Hart send a letter to Mr. Seielstad for the reimbursement of \$1360.00 for the sidewalk, we will have Chief Smokowicz deliver the letter. Second by Trustee Stern. Motion was carried by unanimous vote.

Reports:

A. Law Enforcement

Village of Melrose Police Department Monthly Report

Submitted by Chief Cal D. Smokowicz

www.melrosewi.gov

This report does not include activity handled by the Jackson County Sheriff's Department when the Village Police are not on duty.

October 2024

Time Break Down this Month

Patrol: 35.75

Paperwork: 2.25

Investigations: 1.75

Training:(In-service Training 6.00

Meeting 0.50 End Mileage 15,779

Other: Meetings, Com Service 3.00 Start Mileage 15,672

Total Time this Month: 49.25

Miles patrolled this month: 107 miles

Activities this month: 20 Total

- 10 Traffic Warning
- 2 Assist Citizen
- 2 Ordinance Warning
- 2 Suspicious Circumstances
- 1 Highway Hazard
- 1 Background Check
- 1 Abandon Vehicle
- 1 Found Property (Bicycle)

Arrests/Citations this month: 0

Total Parking Violations: 0

- Thur 03 6:30pm to 10:30pm
- Sat 05 6:30pm to 11:30pm
- Sun 06 1:15pm to 5:00pm
- Wed 09 6:15pm to 10:00pm
- Fri 11 2:30pm to 6:45pm
- Mon 14 2:15pm to 4:15pm
- Thur 17 7:30pm to 10:00pm
- Fri 18 8:30pm to 11:30pm
- Wed 23 9:00pm to 3:00pm
- Thur 24 3:30pm to 6:00pm
- Tue 29 12:45pm to 4:45pm
- Thur 31 3:15pm to 7:45pm

Hours budgeted for 2024: 96.75

Hours used during this Month: 49.25

Hours remaining for the Year: 47.50

Other: Community Service juveniles only have 3 hours left each.

B. Water Department

Mr. Lefler found out on Monday that letters need to be sent out by Friday to remove all Lead pipes due to EPA. All pipes need to be Copper by 2037. The Village needs to comply by 2027. Mr. Lefler reports that Mr. Waughtal attended 4 classes last week.

C. Sewer Department

Mr. Lefler states the Lift Station Monitor stopped working. Kish and Sons came out, unplugged it to reboot and is working for now. Mr. Lefler states a new monitor is needed and will roughly cost \$2000-\$4000.

D. Street Department

Mr. Lefler states there is graffiti under the bridge that they will need to clean up and the fence down there is in rough shape. He stated they need to order signs to be put down by the bridge and also need to order street signs for next year. He also states there is a permit that needs to be obtained for Alternate parking from the State.

E. Parks and Recreation Department

No reports, parks are closed.

F. Building Permits

- 1 Building permit issued by the Village of Melrose
- 2 Building Permits issued by General Engineering Company

G. Clerk/Deputy Clerk Report

No Reports

Trustee Stanton made a motion to adjourn the meeting at 9:47pm, with a second by Trustee Manske. Motion was carried by unanimous vote.

Jennifer Zolper- Village Deputy Clerk

“This institution is an equal opportunity provider.”