

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

December 4, 2024
6:30pm

The Melrose Village Board held their regular board meeting on Wednesday December 4 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 November 2024 meeting minutes and bills, second by Trustee Stern. Motion was carried by unanimous vote.

There was no Public Comment.

- Business:

- A. Broadband- Marianna Torkelson**

- Marianna Torkelson spoke to the Board in regards to the Broadband. Jackson County is looking for letters of support for BEAD Funding with possible cash matches. The timeline for letter is by December 31st, 2024 with a copy of Board Minutes.

- Trustee Young made a motion to endorse the BEAD Funding letter to county without cash match, Second by Trustee Stanton. Motion was carried by unanimous vote.

- B. Memory Tree**

- Trustee Stanton made a motion to allow the class of 2026 to plant a tree in memorial of Catlin Donnelly at the ball field, Second by Trustee Young. Motion was carried by unanimous vote.

- C. Grant Writer**

- No Action.

- D. Village Hall Roof Repair**

- Trustee Stern made a motion to table until January board meeting pending request by board for additional quotes, Second by Trustee Brown. Motion was carried by unanimous vote.

- E. Law Enforcement**

- Trustee Young made a motion to approve the Law Enforcement Budget including the new wage scale, Second by Trustee Stern. Motion was carried by unanimous vote.

- F. LTE Police Officer**

- LTE Scott Thorson will be resigning as of December 31st, 2024. Trustee Stanton made a motion for Chief Smokowicz to advertise for the LTE position, Second by Trustee Brown. Motion was carried by unanimous vote.

- G. Employee Handbook- Police Section**

- No Action

- H. Sewer project**

- Trustee Stern made a motion to have Visu Sewer fix Sewer line, Second by Trustee Brown. Motion was carried by unanimous vote.

- I. Sewer Budget & Amend General and Water Budget**

- Trustee Stanton made a motion to approve the Sewer Budget with Clerk North's proposal, Second by Trustee Young.

- Trustee Young made a motion to approve the amended Water Budget, Second by Trustee Stanton.

- Trustee Stanton made a motion to approve the amended General Budget, Second by Trustee Young. Motions were carried by unanimous vote.

- Trustee Stern made a motion to amend the agenda to item L, Second by Trustee Stanton. Motion was carried by unanimous vote.

- J. January Caucus**

- Trustee Manske made a motion to have the Caucus on January 9th at 6:00pm. Second by Trustee Young. Motion was carried by unanimous vote.

- K. Referendum**

- No Action

- L. Resolution of Melrose Board to increase Levy Limit by allowable increase**

- Trustee Young made a motion to for Resolution 5-2024 to increase Levy Limit by allowable increase of \$649.00, Second by Trustee Manske. 5-0 Vote. Motion was carried by unanimous vote.

M. Infrastructure

No Action

N. CD’S for Swimming Pool Fund, Water Operations and Maintenance, Sewer Operations and Maintenance due December 14th.

Trustee Stanton made a motion to put the Swimming Pool Fund CD into a 12-month CD and add an additional \$10,000 from the Pool Checking, Water Operations and Maintenance CD into a 12-month CD, Sewer Operations and Maintenance into a 7month CD, Second by Trustee Young. Motion was carried by unanimous vote.

O. January Board meeting changed from the 1st to the 8th

Trustee Stanton made a motion to approve the move of the monthly board meeting from January 1st to January 8th., with a start time of 6:00pm instead of 6:30pm, Second by Trustee Young. 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.

November 2024

Time Break Down this Month

Patrol: 25.00

Paperwork: 2.00

Investigations: 1.00

Training:(In-service Training 0.00

Meeting 0.50

Other:Meetings, -Board Mt 1.50

Total Time this Month: 30.00

End Mileage 15,877

Start Mileage 15,779

Miles patrolled this month: 98 miles

Activities this month: 14 Total

8 Traffic Warning 1 Well-being Check on Citizen

3 Ordinance Warning 1 Fire Dept Background Check

1 Served Letter for Village

Arrests/Citations this month: 0

Total Parking Violations: 0

Fri 01 7:45pm to 10:45pm

Sat 02 7:30pm to 10:30pm

Tue 05 2:00pm to 5:30pm

Wed 13 6:30pm to 8:00pm

Thur 14 5:45pm to 6:45pm

Fri 22 6:00am to 8:00am

Fri 22 5:30pm to 8:00pm

Sat 23 4:15pm to 8:15pm

Sun 24 5:15pm to 7:15pm

Wed 27 3:30pm to 7:30pm

Fri 29 10:15am to 1:45pm

Hours budgeted for 2024: 47.50

Hours used during this Month: 30.00

Hours remaining for the Year: 17.50

Other: Have received \$240 police training reimbursement from the State of Wisconsin.

Tires for the squad car have been purchased in the amount of \$416. Tires were purchased at the State bid price. The tires will need to be mounted, and some service done to the police car in December.

B. Water Department

No Report

C. Sewer Department

No Report

D. Street Department

Been working on getting Third St signage up.

E. Parks and Recreation Department

They have been working on sanding and staining old picnic tables to save money. All utility workers have a class in Alma Center for Safety Training on Thursday Dec 12th, 2024.

F. Building Permits

The following addresses have obtained Building Permits; 106 Court St, 705 N Washington, 327 West Bristol, 300 Second St, 100 South Washington

G. Clerk/Deputy Clerk Report

No Report

Trustee Young made a motion to adjourn the meeting at 8:30pm, with a second by Trustee Stern. Motion was carried by unanimous vote.

Jennifer Zolper- Village Deputy Clerk

“This institution is an equal opportunity provider.”