

The January 15, 2020 meeting of the Board of Trustees for the Village of Elk Mound was called to order by Village President Steven Abraham at 6:00 p.m. in the Municipal Building.

Patricia Hahn, Clerk-Treasurer, verified that proper notice of the meeting had been posted.

Roll call showed Steve Abraham, Jesse Jenson, Deb Creaser-Kipp, Greg Kipp, and Terry Stamm present. Rebecca Livingston and Paula Turner absent.

#### **APPROVAL OF MINUTES**

Creaser-Kipp/Stamm moved and seconded a motion to approve the Minutes of December 18, 2019 and January 6, 2020 as presented. Motion carried.

#### **PUBLIC APPEARANCE**

There was no Public Appearance.

#### **CITIZEN'S FORUM – (PUBLIC INPUT)**

There was no one signed up for Citizen's Forum.

#### **APPROVAL OF GENERAL FUND, WATER/SEWER UTILITY AND DIRECT DEPOSIT PAYROLL CHECKS**

Creaser-Kipp/Kipp moved and seconded a motion to approve the combined checks 30429-30488 and direct deposit V2478-V2496 for a total of \$69,836.91. Motion carried. Stamm abstained.

#### **APPROVAL OF TID VOUCHERS**

There were no TID Vouchers.

#### **PERMITS – BUILDING; WATER/SEWER APPLICATIONS FOR SERVICE/TAP PERMITS**

There were no Building, Water/Sewer Applications for Service/Tap Permits.

#### **REPORTS BY OFFICIALS:**

##### **Water/Sewer Report**

The Water/Sewer Report was presented by Mark Levra, Director of Public Works. The report is on file in the Director of Public Works office.

In addition Mark reported:

Hydrant 19 Issue – It was stuck in the open position. We did have to shut main line down around 11:00 a.m. to install caps, and leave the hydrant on overnight until we could try a repair in the morning. We returned to the hydrant at 4:00 a.m. the following

morning to attempt a repair. We were able to get the hydrant closed and return the water flow to the main line as normal. Although Public Works believes that the hydrant will fully function at this time, we have removed the hydrant from service until it can be replaced in the spring with the addition of an isolation valve.

The SCADA Project is currently at a standstill until a State Electrical Inspection can be completed at Lift Station 1. We are operating LS2, LS3, WWTP, and Well 2 using SCADA at this time. We are waiting for the completion of Well 1 and LS 1 which are in need of an electrical upgrade that require an inspection. After they are complete we will then be brought on line to Team Viewer so we can operate remotely from our phones or remote computer.

##### **Director of Public Works Report**

The Director of Public Works Report was presented by Mark Levra, Director of Public Works. The report is on file in the Director of Public Works office.

In addition, Mark reported:

Truck 1 is currently back from The Diesel Repair Shop. It is a temporary repair, so we are able to use the truck during the week of heavily predicted snow. The fuel regulator and fuel filter housing has been replaced, but it is now found that the fuel lines are rotted out from the tank forward. Factory repair would be \$1600, so The Diesel Repair Shop says he can repair it by installing a lift pump and some new lines with a cost of around \$300.00.

##### **Police Chiefs Report**

Police Chief Chad Weinberger presented the Police Chief's Report. The report is on file in the Village Clerk-Treasurers office.

##### **Standing Committee Reports:**

###### **Public Works & Streets**

Terry Stamm reported that the Public Works & Streets Committee did not meet.

###### **Public Safety**

Deb Creaser-Kipp reported that the Public Safety Committee did not meet.

**Property & Finance**

The Property & Finance Committee did not meet.

**Employee Relations**

Greg Kipp reported that the Employee Relations Committee did not meet.

**Special Committee Reports:**

**Plan Commission**

Terry Stamm reported that the Plan Commission did not meet.

**Report from Fire Board Representative**

Greg Kipp reported on the Fire Board Meeting. The report is on file in the Village Clerk's office.

**Report from Dunn County Solid Waste Recycling Board Representative**

The Dunn County Solid Waste Recycling Board report was presented by Terry Stamm and is on file in the Village Clerk/Treasurers office.

**Colfax Rescue Squad Monthly Report**

The Colfax Monthly Report from Don Knutson was reviewed. This is available in the Village Clerk - Treasurers Office.

**Community Center / Library Report**

Terry Stamm reported that the Community Center Library met and appointed Bob Bachman to replace a member that moved out of town.

**Communications & Miscellaneous Business as Permitted by Law**

Steve Abraham reported that Bills Distributing was getting rid of office fixtures etc. and that we should take a look to see what the Village could make use of.

**Unfinished Business:**

There was no Unfinished Business.

**New Business:**

**Discussion/Action Appointment of LTE Police Officer**

**Kyle DeVries**

Creaser-Kipp/Kipp moved and seconded a motion to appoint LTE Police Officer Kyle Devries. Motion carried.

**Discussion/Action Dunn County Solid Waste Workshop Representative**

Stamm/Jenson moved and seconded a motion to appoint Greg Kipp as the Dunn County Solid Waste Workshop Representative. Motion carried.

**Discussion/Action Change Village Board Meetings from Wednesday to Monday**

Abraham/Kipp moved and seconded a motion to change the Village Board Meetings from the 1<sup>st</sup> and Third Wednesday to the First and Third Monday effective upon approval of an Ordinance Amendment. Motion carried.

**Discussion/Action Licensing Cats in the Village**

The Cat Licensing was sent to the Public Safety Committee for study and review.

**Adjourn**

Jenson/Stamm moved and seconded a motion to adjourn the meeting at 7:32 p.m. Motion carried.

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Patricia Hahn, WCMC, CMC, CMTW  
Village of Elk Mound Clerk-Treasurer

