

February 5, 2025

Call to Order: President pro tem Brad Jorgenson called the meeting to order at 6:17 p.m. in Council Chambers

Members Present: Erickson, Huepfel, Jorgenson, P. Koch, Lukes joined after approval of Ordinance

Members Absent: O’Connell

Staff: Administrator Luann Emerson, Chief of Police Dulcie Lilly

Pledge of Allegiance was recited

Approval of Minutes: Motion (Erickson/Koch) to approve December 4 2024 and January 2, 2025 minutes. Carried.

Approval of Agenda: Motion (Huepfel/Koch) to approve agenda as adjusted to move SVHRC updates after just before Pay Requests. Carried.

Appearances: None

Library Monthly Report: Director Katie Schneider reported: puzzles and ice skates are flying off the shelves; a new cooking group “Cook the Books” has started; ADRC hosting “Wine, Women, Dementia” documentary night February 18th at 5:00 p.m.; William Kent Krueger Thursday February 27th 1:00 p.m. at SVSD thanks to a grant through Pierce County ADRC; Annual report for 2024 has been submitted. If numbers keep climbing funding should increase in the future.

Action items:

- 1) **Motion (Huepfel/Koch)** to approve 2.9% rate increase for GFL effective 3/1/2025. 95-gallon cart will now cost \$16.81 per month, 65-gallon cart will now cost \$13.91 per month, stickers will now cost \$2.45/each. Vote: Ayes: Erickson, Huepfel, Jorgenson, Koch. Nays: none. Absent: Lukes, O’Connell. Abstain: none. Carried.
- 2) **SVHRC updates** – Megan Corcoran and Todd Ellingson were both present. Todd reviewed some of the trends in working capital and other balance sheet metrics. Net Operating Income has fluctuated all year but ended the year at \$13,915 which is \$50,000 higher than budget. Agency nursing still high, an agency reduction plan is in place. CMP was paid for \$12,047. Wage scale including 3% increase was approved but not implemented previously due to budget restraints, HDG is asking Board for approval to implement at this time. Candidate for Administrator was offered the position contingent on becoming licensed in Wisconsin. Occupancy remains in the 38-39 range. Referrals have increased, 53 in January is big us. People and Culture was reviewed; agency hours have dropped. A sprinkler pipe burst causing water damage and the need for major clean up and repair, remediation was done has been certified by the clean-up company. Board approved moving forward with pay increases at this time.
- 3) **Café License** – Huepfel explained the need to satisfy bar owners to have open container outside but not block off the streets. Also, for restaurants to be able to serve outside on the sidewalk. This will be reviewed by PD and Admin for further clarification.
- 4) **Motion (Huepfel/Erickson)** to approve Ordinance 2-62(c) Remote attendance and voting by Board members for any Board meeting or Committee meeting. Vote Ayes: Koch, Jorgenson, Huepfel, Erickson. Nays: none. Absent: Lukes, O’Connell. Abstain: none. Carried.

Lukes on Zoom now in attendance and able to vote.

- 5) **Public Works** – Huepfel reported he received a letter from Nancy Cleveland to share with the full Board in recognition of going above and beyond by Steven Kirby and crew. The were of great assistance when she returned home and found broken water pipes and even helped on the weekend. Thank you!
- 6) **(Huepfel/Koch)** to approve payment of \$5,567.00 for pay ap #7 as final payment to Gavic Construction on the clinic project. All work is completed, change orders have been reviewed, change order #4 is between Reece Electric, Ayres, and Gavic Construction. Vote: Ayes: Lukes, Koch, Jorgenson, Huepfel, Erickson. Nays: none. Absent: O’Connell. Abstain: none. Carried.
- 7) **Pay requests/Treasurer’s report:** Approved as presented. Jorgenson reported the need for a cash flow reserve account per contract addendum with HDG. Jorgenson, Emerson, from Village of SV and Todd Ellingson from HDG will be signers on this account. It will be funded with remaining cash flow originally obtained from Bremer Bank at the time the nursing home was purchased and is now in Capital Improvement account at Pillar Bank. **Motion (Huepfel/Koch)** to open a cash flow reserve account at Pillar Bank for use by HDG per contract addendum. Vote: Ayes: Erickson, Huepfel, Jorgenson, Koch, Lukes. Nays: none. Absent: O’Connell. Abstain: none. Motion carried. Emerson will open the account at Pillar Bank and transfer funds from Capital Improvements.
- 8) **Next meeting Wednesday March 5, 2025 6:10 p.m. will include public hearing for Schilling Conditional Use Permit.**
Police monthly update: 26 incidences handled by local PD in January, 18 by Pierce County. Chief was at training in January for new Chiefs and Sheriffs.
Clerk’s report: Audit week in progress, preparing for election February 18th, Schilling CUP public hearing being prepared.
President’s Report: ES update includes hiring of Business Coordinator Richelle Bartlett who started on February 1st, 2025. Statistical update EMS had 278 calls for service in 2024. Fire had 97 calls for service. EMS seems to increase each year, both departments have increased personnel recently. Pancake breakfast for EMS is February 23rd from 8 a.m. – 1 p.m.

Motion (Erickson/Huepfel) 7:11 p.m. to go into closed session pursuant to WI §19.85(1)(c) Conferring with legal counsel for the governmental body who is rendering oral or written advise concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. For the purpose of discussing legal filing against the Village.

Motion (Huepfel/Koch) 7:19 p.m. to go back into open session.

Action from closed session: Motion (Huepfel/Erickson) to deny the claim of Dana Derricks against the Village of Spring Valley dated December 23, 2024. Vote: Ayes: Lukes, Jorgenson, Huepfel, Erickson. Nays: none. Absent: O’Connell. Abstain: Koch. Motion carried. Notice will be sent from Attorney Phil Helgeson’s office.

Motion (Koch/Erickson) to adjourn 7:22 p.m. Carried

Respectfully submitted

Brad Jorgenson, President pro tem

Luann Emerson, Administrator