

June 4, 2025

**Call to Order:** President Theresa Koch called the meeting to order at 6:15 p.m. in Council Chambers

**Members Present:** Koch, Erickson, Huepfel, Jorgenson, Lukes, O'Connell, Pelz

**Members Absent:**

**Staff:** Administrator Luann Emerson, PW Supervisor Kirby, Chief of Police Lilly at PD report

**Pledge of Allegiance was recited**

**Approval of Minutes:** **Motion (O'Connell/Jorgenson)** to approve 5/7/2025 minutes. Carried.

**Approval of Agenda:** **Motion (Lukes/Erickson)** to approve agenda as presented. Carried.

**Appearances:** Lisa Anderson appeared to advise the Board on residents in her neighborhood.

**Library Monthly Report:** Report – O'Connell reported the library is going through a transition period. The Library Director has moved on and they have two applications for a new Director. They also have two open positions on the Library Board of Directors. The positions should be filled by end of June. In the meantime, the library is in good, competent hands of the Assistant Librarian and staff. FOL is also helping as needed including the summer reading programs for children.

**Action items:**

- 1) **Motion (Huepfel/O'Connell)** to approve Resolution #6-4-2025 Adopting the Pierce County Multi-Hazards Mitigation Plan 2024-2029. Vote: Ayes: Koch, Erickson Huepfel, Lukes, O'Connell, Pelz. Nays: none. Abstain: Jorgenson. Absent: none. Carried.
- 2) **Motion (Jorgenson/Huepfel)** to approve Resolution 6-4-2025(a) to extend TID 2 one more year for affordable housing. TID will extend 12 months from the date of this resolution to use the final year's increment collected in 2027 from 2026 tax roll to benefit affordable housing, and Village of SV shall adopt a termination resolution by 6-4-2026. TID must be terminated by June 4, 2026 and will still collect in 2027. Vote: Ayes: Pelz, O'Connell, Lukes, Jorgenson, Huepfel, Erickson, Koch. Nays: none. Abstain: none. Absent: none. Carried.
- 3) **Motion (Lukes/Jorgenson)** to approve Resolution 6-4-2025(b) Updates to Employee Manual: include work boots for PD officers, Use of Cell Phones (new), Resignation of Key Employees (new). Vote: Ayes: Koch, Erickson, Huepfel, Jorgenson, Lukes, O'Connell, Pelz. Nays: none. Abstain: none. Absent: none. Carried.
- 4) **Motion (Huepfel/Jorgenson)** to approve Library Board member terms who had not been reapproved at their 3-year renewal. Mike Martin through February 2026, Aleah Hamilton through May 2027. Carried.
- 5) **Motion (O'Connell/Jorgenson)** to approve liquor and operator licenses as presented for the 2025-2026 licensing year. Carried.
- 6) **Street Light north end of Van Buren at N. 2<sup>nd</sup> Street/Cty B intersection** Public Works requests installation for safety reasons as it is very dark at this intersection. This was discussed during the Van Buren multi-purpose path construction and there is money left in the project account. Cost will be \$1,849.01 to install with monthly payments to Xcel for electrical usage. Directive to PW Supervisor to move forward with the street light.
- 7) **Motion (Jorgenson/Lukes)** to accept Water Quality Trade project bid from Advantage Excavating & Grading of \$54,838, this is the low bid and also recommended by Cedar Corporation. Vote: Ayes: Pelz, O'Connell, Lukes, Jorgenson, Huepfel, Erickson, Koch. Nays: none. Abstain: none. Absent: none. Carried.
- 8) **Pay requests and Treasurer's report** approved as presented.
- 9) **Confirm July 2<sup>nd</sup> 2025 6:15 p.m. July Board meeting**

**Police monthly report** – 43 calls for service in May. 25 County responses for assistance. Increased traffic enforcement on Van Buren, new speed signs appear to be effective. Discussions with Village Administrator to obtain a dedicated IT vendor. DNR recreation training took place in April for ATV/UTV laws. Mental health wellness co-op with neighboring law enforcement. Qtrly EM meeting with Pierce Co. law enforcement agencies, mutual aid potential as needed. Career Day at SVHS to educate students on requirements of a career in law enforcement. 2025 pet licensing compliance was done. Drug Take Back was April 25, 2025, Wisconsin collected 55,493 lbs. ranking #1 in the country. Took part in scenario-based rescue training with SVAA/FD at Crystal Cave. Upcoming events include Community Safety Day June 6<sup>th</sup>, Mutual aid to Ellsworth Cheese Curd Fest June 28<sup>th</sup>, PCPOBA fundraiser at SV Golf Course June 20<sup>th</sup>.

**Ordinance Committee – Motion (O'Connell/Huepfel)** to approve amendment to Sec. 6-19 Trapping. Will allow trapping other than live-trap in Ag-1 zoned areas. All other zoned properties will remain limited to live-trapping. Vote: Ayes: Koch, Erickson, Huepfel, Jorgenson, Lukes, O'Connell, Pelz. Nays: none. Abstain: none. Absent: none. Carried. **Motion (Huepfel/Erickson)** to approve adding to Nuisances Sec. 26-5(16) Loitering. Vote: Ayes: Pelz, O'Connell, Lukes, Jorgenson, Huepfel, Erickson, Koch. Nays: none. Abstain: none. Absent: none. Carried. **Motion (Erickson/Huepfel)** to amend Sec. 22-301(a) Street Use Permits Restricted. Licensing year will now run from January 1 through December 31. All other verbiage of this ordinance will remain the same until committee can

further review. Vote: Ayes: Koch, Erickson, Huepfel, Jorgenson, Lukes, O'Connell, Pelz. Nays: none. Abstain: none. Absent: none. Carried.

**Planning Commission** – survey to residents will be added to quarterly newsletter dealing with the housing issue in the community, parks, communication with the Village, etc.

**Municipal Development** – Urban Forestry kick-off meeting in conjunction with Municipal Development as some members from MD are also UF. They have an idea where they want to plant trees but need to meet again in the near future. Jay Arenson is also helping DRN with a tree inventory program for which DNR has provided funding for us. MD – Discussion on south playground, options available. For the north playground, Lukes talked to Emmaus, they have plans to build in the future on their green space so having a playground on their green space may not be an option, he feels cautions about any plans with the Village for use of the space. MD will do some sort of fundraiser to start building for whatever might be needed for the playgrounds. Library is interested in putting in an outdoor reading space in the NW corner of the south playground.

**Nursing home sub-committee** Jorgenson reviewed the handout from HDG. Income is not favorable due to timing of entries the previous month, agency staff costs, etc. Occupancy has increased to 38.4, target is 40. Agency hours spiked to 1300 hours. DON Kelsey Lansing has been hired, starting June 9<sup>th</sup>. Culinary Director Nancy Dittmer has been hired, starting date to be determined. Office Manager position is still in recruitment phase. Focus currently is on reducing agency staff and OT which will help the bottom line considerable. Good news: CMS star ratings have increased across the board and removal of the red hand warning. Exciting news is that the CHOW (change of ownership) has finally been approved and is now complete with no financing gaps, the new NPI is in place. Next step in the process is to do another CHOW to divide the nursing home from the Village to provide a distancing of liability. If you haven't been up to visit the new Executive Director Ryan Zurbuchen, please do so, he's doing a wonderful job. Assistant DON may also be hired in the near future.

**Clerk's report** – Building permits for the month include one electrical upgrade. Temporary Operator's license issued for Joan Good for Dam Days as well as the Picnic License for Legion on Dam Days weekend. LRIP training attended and is still in a state of limbo moving from county administration to regional. The program may still be in jeopardy. Other trainings done this month were through Department of Revenue, Wisconsin Retirement System, and Employee Trust Fund. Statement of Assessment has been submitted as part of the tax process. Cedar golf outing has 2 teams attending at Tanglewood in Menomonie. Kim Lawler sent a picture of the hanging baskets and is glad to see them back again this year, she is also happy with the Van Buren project. Emerson would like to start closing at noon on Wednesdays and Thursdays to the public to catch up on work (approved by Board.) O'Connell reported the League of WI Municipalities recognizes Clerks and all the work they do and the Board applauded Emersons role at the Village. Emerson also presented an article in the current month "Municipality" magazine about clerks and their jobs being complicated, multifaceted, critical, and stressful. Turnover of Clerks in WI is high. New Board members should be receiving their magazine subscription soon. Emerson also reported that a state-level position will soon be staffed to provide help and guidance for clerks.

**President's report** – Sue Christopher, President of SVSSP sent a thank you to the Board for waiving fees for SVSSP clients on clean-up day. A few clients were able to clean up around their homes with the help of Sue's staff, thank you everyone! O'Connell reported the wedding at the Theater was very well received by their guests. Lukes added that the Community Center where their reception was held was very nicely decorated and was hoping for pictures to use for future promotional advertisement.

**Motion (Jorgenson/Lukes) 7:50 p.m. to go into closed session for the following:**

- a. Statute 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. For the purpose of discussing 1. north playground and 2. Westland Meadows Business Park lot.
- b. Statute 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning a legal matter. Village attorney will not be in attendance.

**Motion (Erickson/Pelz) 9:05 p.m. to go back into open session**

**Any action from closed session – none.**

**Motion (Huepfel/Lukes) to adjourn 9:05 p.m. Carried**

Respectfully submitted

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Theresa Koch, Village President

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Luann Emerson, Administrator