

Minutes of the Village of Potter Board Meeting
January 10, 2018

The Village of Potter monthly board meeting was called to order by President Gary Lemke at 7:00 p.m. Others in attendance were: Rob Schoen, Kristen Polifka, Dennis Gruett, Heather Gibler, Lawrence Hansen, Harold Jansen, Pete Litersky

Rob Schoen left the meeting at 7:35pm

Notation was made that proper posting had been carried out at the Potter Post Office, Potter Village Hall, and Gruett's and Village Website

Pledge of Allegiance was recited

Minutes of the previous meeting were read and approved by Rob Schoen, seconded Gary Lemke. Motion carried

No Public Participation

Treasurer's report was given by Dennis Gruett

December expense: \$10,553.03

December income: \$100,589.84

Balance as of 1/01/18: \$192,125.07 checking

The Potter Utility report was given by Dennis Gruett

December expense: \$3,946.74

December income: \$5,905.03

Balance as of 1/01/18: \$33,926.90 checking*

*\$2,000 is for equipment replacement fund

Sanitary District report:

Testing needs to be instated and a sampler unit will cost \$6700.00, \$18,275 is needed to fix sanitary lines, \$4,000 for annual repairs will be initiated.

Clerk's Report given by Heather Gibler

Reviewed emails and other contacts over the month. Poll worker training will take place in February with Town of Rantoul. No nomination paperwork was turned in for the Village Trustee position. Motion by Kristen Polifka, Second by Gary Lemke for Heather to become member of Wisconsin Municipal Clerks Association, Motion Carried

Presidents Report given by Gary Lemke

League of Municipality is hosting a conference on January 31 in Oconto. Gary will attend. February meeting will include discussion on Mosquito control.

There was no correspondence

No building permits were issued in the month

Lawrence Hanson from HUB International gave an overview presentation of the insurance for the Village. General discussion and question and answer session followed.

Chief inspectors and election workers were appointed. Motion by Kristen Polifka, Second by Gary Lemke, Motion carried.

Current Clerk Treasurer ordinance was rescinded. Motion by Gary Lemke, Second by Kristin Polifka, Motion carried.

New Ordinance will take its place allowing the Village to have the Clerk and treasurer positions filled by a combined or separate entity. The positions are to be appointed and the terms can begin at any time to be served for two year terms. Motion by Gary Lemke, Second by Kristen Polifka, Motion Carried.

Discussion continued on the Village Hall usage agreements, responsibilities and requirements. A review and update of the Usage agreement will take place at the February board meeting.

Overview of permit and needs for continued ongoing improvement, phosphorus compliance alternatives plan will take place at the March board meeting.

Discussion and update on the hook up plan for the Dan Woelfel property.

Sewer hook up fees will be addressed at the June board meeting.

Gary will Contact Charter about cable franchise fees.

Motion was made to purchase and install a sampler at the sewage plant. Motion by Gary Lemke, Second by Kristen Polifka, Motion carried

Vouchers 4455-4478 were approved. Motion by Kristen Polifka, Second by Gary Lemke, Motion carried.

Motion to adjourn by Kristen Polifka, Second by Gary Lemke, Motion carried. Meeting was adjourned at 8:44pm.

Minutes of the Village of Potter Board Meeting
February 14, 2018

The Village of Potter monthly board meeting was called to order by President Gary Lemke at 7:00 p.m. Others in attendance were: Rob Schoen, Kristen Polifka, Dennis Gruett, Heather Gibler
Notation was made that proper posting had been carried out at the Potter Post Office, Potter Village Hall, and Gruett's and Village Website

Pledge of Allegiance was recited

Minutes of the previous meeting were read and approved by Rob Schoen, seconded Gary Lemke. Motion carried

No Public Participation

Treasurer's report was given by Dennis Gruett

January expense: \$122,224.86

January income: \$99,856.26

Balance as of 2/01/18: \$169,756.47 checking

The Potter Utility report was given by Dennis Gruett

January expense: \$11,725.74

January income: \$4,356.02

Balance as of 2/01/18: \$26,557.18 checking*

*\$2,000 is for equipment replacement fund

Sanitary District report:

Letter from DNR regarding source reduction measures for phosphorus was discussed. New equipment will be needed in the future. The permits needed were issued and the compressor was delivered.

Clerk's Report given by Heather Gibler

Fire dues are complete

Overview of upcoming election and testing

Presidents Report given by Gary Lemke

Report on meeting attended in Oconto

Mosquito control program will be continued and supplies ordered, Motion by Gary Lemke Second by Kristen Polifka, Motion carried, Rob Schoen will order supplies

There was no correspondence

No building permits were issued in the month

Ordinance changed to reflect new state statute 442 regarding ATV use on roads. Signs will be placed to mark route. Rob will report on cost. Motion by Gary Lemke, Second by Kristen Polifka, Motion carried.

Water softener ordinance will be rescinded. Motion by Rob Schoen, Second by Gary Lemke, Motion carried.

Discussion regarding Village Hall use, rules and rental agreement. President or clerk will handle contracts and scheduling. Special requests should be made to the Village President.

Discussion to approve insurance quote Motion by Rob Schoen, Second by Gary Lemke, Motion Carried.

There was no update on sewage treatment and storm water.

The new clerk/treasurer ordinance was signed and put in force

Birschbach contract will be renewed without change Motion by Rob Schoen, Second by Gary Lemke, Motion carried

Motion to approve vouchers as presented Motion by Rob Schoen, Second by Gary Lemke, Motion Carried

Motion to adjourn by Rob Schoen, Second by Kristen Polifka, Motion carried. Meeting was adjourned at 7:37 pm.

Minutes of the Village of Potter Board Meeting
March 14, 2018

The Village of Potter monthly board meeting was called to order by President Gary Lemke at 7:00 p.m. Others in attendance were: Rob Schoen, Kristen Polifka, Dennis Gruett, Heather Gibler, Chad Olsen
Notation was made that proper posting had been carried out at the Potter Post Office, Potter Village Hall, and Gruett's and Village Website

Pledge of Allegiance was recited

Minutes of the previous meeting were read and approved by Rob Schoen, seconded Kristen Polifka. Motion carried

No Public Participation

Treasurer's report was given by Dennis Gruett

February expense: \$78,376.07

February income: \$17,719.10

Balance as of 3/01/18: \$109,099.50 checking

The Potter Utility report was given by Dennis Gruett

February expense: \$2513.89

February income: \$1,187.05

Balance as of 3/01/18: \$25,230.34 checking*

*\$2,000 is for equipment replacement fund

Sanitary District report:

Discussion on current and ongoing phosphorus limits needed to be met as well as compliance alternatives.

Chad Olsen presented a proposal and agreement to the board for approval regarding the phosphorus limits and work needed to be in compliance. Motion to accept the agreement by Rob, Second by Gary, Motion carried

Clerk's Report given by Heather Gibler

Overview and report given of previous election

Request for appointment of Sandy Meyers as poll worker Motion by Rob, Second by Kristen, Motion carried

Presidents Report given by Gary Lemke

None

Rob reported that the signs for the 4wheeler route in the Village were ordered and donated by Rob Schoen and Doug Lau

There was no correspondence

No building permits were issued in the month

East Shore annual Donation of \$200.00. Motion by Rob Schoen, Second by Gary Lemke, Motion carried.

Approval of license for Potter Fire Department for Chicken barbecue. Motion by Gary, Second Kristen, Motion carried, Rob abstained

Discussion to approve insurance quote Motion by Rob Schoen, Second by Gary Lemke, Motion Carried.

Motion to approve vouchers as presented Motion by Rob Schoen, Second by Gary Lemke, Motion Carried

Motion to adjourn by Rob Schoen, Second by Kristen Polifka, Motion carried. Meeting was adjourned at 7:35 pm.

Minutes of the Village of Potter Board Meeting
April 11, 2018

The Village of Potter monthly board meeting was called to order by President Gary Lemke at 7:00 p.m. Others in attendance were: Rob Schoen, Kristen Polifka, Dennis Gruett, Heather Gibler
Notation was made that proper posting had been carried out at the Potter Post Office, Potter Village Hall, and Gruett's and Village Website

Pledge of Allegiance was recited

Minutes of the previous meeting were read and approved by Rob Schoen, seconded Kristen Polifka. Motion carried

Dan Woelfel gave the board an update on his current building permit

Treasurer's report was given by Dennis Gruett

March expense: \$59.23

March income: \$6015.13

Balance as of 3/01/18: \$103,143.60 checking

The Potter Utility report was given by Dennis Gruett

March expense: \$10,385.19

March income: \$8,322.63

Balance as of 3/01/18: \$23,167.78 checking*

*\$2,000 is for equipment replacement fund

Sanitary District report:

Discussion on holding an open house in the summer

Clerk's Report given by Heather Gibler

Review of Election

Review of hall rental agreement

Reminder about tire recycling program

Presidents Report given by Gary Lemke

Discussion on sign to notify public about hall rental

Reminder letter to Mike Kleppen

Tax delinquencies reported

There was no correspondence

No building permits were issued in the month

Village will keep the current donation to Lakeshore humane association the same. Motion by Rob Schoen, Second by Gary Lemke, Motion carried.

Water softener ordinance will be rescinded. Motion by Rob Schoen, Second by Gary Lemke, Motion carried.

Discussion regarding continuing using Nationwide retirement

Motion to approve vouchers as presented Motion by Rob Schoen, Second by Kristen Polifka, Motion Carried

Motion to adjourn by Rob Schoen, Second by Gary Lemke, Motion carried. Meeting was adjourned at 7:39 pm.

Minutes of the Village of Potter Board Meeting
May 9, 2018

The Village of Potter monthly board meeting was called to order by President Gary Lemke at 7:00 p.m. Others in attendance were: Rob Schoen, Kristen Polifka, Dennis Gruett, Heather Gibler
Notation was made that proper posting had been carried out at the Potter Post Office, Potter Village Hall, and Gruett's and Village Website

Pledge of Allegiance was recited

Minutes of the previous meeting were read and approved with changes of Dan Woelfel instead of Dan Olsen by Rob Schoen, seconded Kristen Polifka. Motion carried

No public participation

Treasurer's report was given by Dennis Gruett
April expense: \$12,916.93
April income: \$6015.13
Balance as of 4/01/18: \$95,320.70 checking

The Potter Utility report was given by Dennis Gruett
April expense: \$3895.14
April income: \$4182.97
Balance as of 4/01/18: \$23,455.61 checking*
*\$2,000 is for equipment replacement fund

Sanitary District report:
Overflow was reported to Appleton Paper; Park bathrooms are still under water from large rain event

Clerk's Report given by Heather Gibler
Information provided on working with a new web service provider. Will provide board with more information at June meeting.

Presidents Report given by Gary Lemke
Hall canopy needs repair, will be getting estimates; LED light replacements in street lights and power poles will continue; Will continue to follow up with Kleppen residence and Sherman residence.

There was no correspondence

Dan Woelfel building permit application was received and approved. Motion made by Gary Lemke seconded by Rob Schoen.

Speedy Clean quote on 1700 ft regarding storm water system was \$1325.00. McMahon is looking into possible grants. Further discussion is tabled until there is new information to report.

Dave Kiesow will mow the lawn at Village Hall for \$25.00/per mow. Motion by Gary Lemke, Second by Kristen Polifka, Motion carried. Motion was amended to include Justin Schoen to sweep. Motion to amend by Rob Schoen, Second by Kristen Polifka, Motion carried.

Approval of Fire Department beer license and operator licenses for summer softball. Motion by Kristen Polifka, Second by Gary Lemke. Motion carried. Rob Schoen abstained.

Board of review re-assessment will be completed by August 15th. Board will meet on June 6th at 6:45pm and adjourn immediately.

The next board meeting will be on June 6th at 7pm.

New sanitary line was discussed; no action at this time.

Motion to approve vouchers as presented Motion by Rob Schoen, Second by Kristen Polifka, Motion Carried

Motion to adjourn by Rob Schoen, Second by Gary Lemke, Motion carried. Meeting was adjourned at 7:44 pm.

Minutes of the Village of Potter Board Meeting
June 6, 2018

The Village of Potter monthly board meeting was called to order by President Gary Lemke at 7:00 p.m. Others in attendance were: Rob Schoen, Kristen Polifka, Dennis Gruett, Heather Gibler, Pete

Notation was made that proper posting had been carried out at the Potter Post Office, Potter Village Hall, and Gruett's and Village Website

Pledge of Allegiance was recited

Minutes of the previous meeting were read and approved Motion by Rob Schoen, seconded Kristen Polifka. Motion carried

No public participation

Treasurer's report was given by Dennis Gruett

May expense: \$4369.37

May income: \$2381.32

Balance as of 5/01/18: \$93,332.65 checking

The Potter Utility report was given by Dennis Gruett

May expense: \$2536.56

May income: \$1542.87

Balance as of 5/01/18: \$22,461.92 checking*

*\$2,000 is for equipment replacement fund

Sanitary District report:

Compliance Maintenance Annual Report was given, and Resolution No. 2018-1 was filed regarding CMAR acceptance by Village Board Motion by Rob Schoen, Second by Kristen Polifka, Motion Carried

Clerk's Report given by Heather Gibler

Clerk provided update on Website provider, contract signed.

Presidents Report given by Gary Lemke

Pheasant St. resurfacing information, Review of landowners that need to clean up properties Sherman and Kleppen, Update on Calumet County intergovernmental meeting: Potter to host November 8th, Peace United Church will be buying property at 221 Central and adding a parking lot.

There was no correspondence

No building permits

No action taken on changing sewer hook up fees

\$943.72 was awarded to the Village. Board will be working on ways to better educate the citizens on the recycling programs available. Some Village definitions and ordinances need to be updated to reflect the current recycling opportunities.

\$60.00 was approved. Motion by Rob, Second by Gary

Agreement approved. Motion by Rob, Second by Kristen

Brett Bowe of the Calumet County Sheriffs office has applied for the disaster aid and the Village may qualify for up to \$937.00.

Approval of continuation of annual ad, not to exceed \$100.00 in cost Motion by Rob, Second by Gary

WPS will e replacing street lights for LED lights. There is no cost to the Village.

Approved. Motion by Gary, Second by Rob

Motion to approve vouchers as presented Motion by Rob Schoen, Second by Kristen Polifka, Motion Carried

The next board meeting will be on July 11th at 7pm.

Motion to adjourn by Rob Schoen, Second by Gary Lemke, Motion carried. Meeting was adjourned at 7:57 pm.

Minutes of the Village of Potter Board Meeting
July 11, 2018

The Village of Potter monthly board meeting was called to order by President Gary Lemke at 7:24 p.m. Others in attendance were: Rob Schoen, Dennis Gruett, Heather Gibler, Kristen Polifka -excused
Notation was made that proper posting had been carried out at the Potter Post Office, Potter Village Hall, and Gruett's and Village Website

Pledge of Allegiance was recited

Minutes of the previous meeting were approved by Rob Schoen, seconded Gary Lemke. Motion carried

No public participation

Treasurer's report was given by Dennis Gruett

June expense: \$8353.24

June income: \$1807.28

Balance as of 7/01/18: \$86,786.69 checking

The Potter Utility report was given by Dennis Gruett

June expense: \$3580.12

June income: \$6712.90

Balance as of 7/01/18: \$25,594.90 checking*

*\$2,000 is for equipment replacement fund

Sanitary District report:

Chloride report was reviewed – testing is within required parameters

Clerk's Report given by Heather Gibler

Reviewed upcoming August election, discussed progress on website, updated board on records retention and storage room cleaning

Presidents Report given by Gary Lemke

Local yard clean-ups are moving forward, reported on highway work in Potter for 2019

There was no correspondence

No building permits

Standards regarding issuing operators licenses was tabled

Motion to approve vouchers as presented Motion by Rob Schoen, Second by Gary Lemke, Motion Carried

Motion to adjourn by Rob Schoen, Second by Gary Lemke, Motion carried. Meeting was adjourned at 7:59 pm.

Minutes of the Village of Potter Board Meeting
August 8, 2018

The Village of Potter monthly board meeting was called to order by President Gary Lemke at 7:00 p.m. Others in attendance were: Rob Schoen, Kristen Polifka, Dennis Gruett, Heather Gibler

Notation was made that proper posting had been carried out at the Potter Post Office, Potter Village Hall, Gruett's and Village Website

Pledge of Allegiance was recited

Minutes of the previous meeting were read and approved by Rob Schoen, seconded Kristen Polifka. Motion carried

Public Participation – Mark Weigert for Q&A regarding upcoming sheriffs election, Active shooter training, drug and dog program

Treasurer's report was given by Dennis Gruett

July expense: \$15,571.75

July income: \$8,585.48

Balance as of 8/01/18: \$79,800.42 checking

The Potter Utility report was given by Dennis Gruett

July expense: \$3,605.15

July income: \$5,297.66

Balance as of 8/01/18: \$ 27,287.41checking*

*\$2,000 is for equipment replacement fund

Sanitary District report:

Nothing new to report.

Clerk's Report given by Heather Gibler

Reviewed upcoming election. Overview of finalizing website design. Village will link Facebook and Twitter to website.

Presidents Report given by Gary Lemke

Building permit requirements and discussion on Schneider Rd.

correspondence

County Well Testing summary results

Email from DOR on Equalized Value reports

Focus on Energy report of 90% of energy assessments for water utilities

Notice of non-compliance of permit for wastewater requirements from May 4, 2018

Building code grade schedule

Insurance – class rating of B++

No building permits were issued in the month

Discussion and overview of road work beginning on County Rd. PP

A letter was received from the DNR about the overflow that happened in May. Gary read the letter to the board.

Changes to ordinance for garbage and recycling was tabled.

Vouchers were approved. Motion by Rob Schoen, Second by Kristin Polifka, Motion carried.

Motion to adjourn by Rob Schoen, Second by Gary Lemke, Motion carried. Meeting was adjourned at 7:45pm.

Minutes of the Village of Potter Board Meeting
September 12, 2018

The Village of Potter monthly board meeting was called to order by President Gary Lemke at 7:00 p.m. Rob Schoen excused. Others in attendance were: Kristen Polifka, Dennis Gruett, Heather Gibler

Notation was made that proper posting had been carried out at the Potter Post Office, Potter Village Hall, Gruett's and Village Website

Pledge of Allegiance was recited

Minutes of the previous meeting were read and approved with amendments by Kristen Polifka seconded by Gary Lemke. Motion carried

Public Participation – None

Treasurer's report was given by Dennis Gruett

August expense: \$3,670.78

August income: \$10,196.15

Balance as of 9/01/18: \$86,325.79 checking

The Potter Utility report was given by Dennis Gruett

August expense: \$3,212.31

August income: \$604.33

Balance as of 9/01/18: \$24,679.43 checking*

*\$2,000 is for equipment replacement fund

Sanitary District report:

Review of water softener guidelines letter

Clerk's Report given by Heather Gibler

Website updates, clerks meeting at county courthouse in October

Presidents Report given by Gary Lemke

League of municipalities convention, Letter regarding sale of property to church for raze orders, Title is now clear. Letter from East Central planning commission regarding technical assistance. WISLR program for road ratings will be filled out again this year.

Correspondence

None

No building permits were issued in the month

Discussion and approval of road work on County Rd. PP through the Village to begin in 2019. Total cost will be \$167,539, County share will be \$148,731, Village share will be \$18,808. Motion by Gary Lemke, seconded by Kristin Polifka, motion carried

A brochure regarding water softener guidelines will be sent out to Village residents. Motion by Kristin Polifka, Seconded by Gary Lemke, motion carried

Board of review and open book meetings were reviewed. There were no concerns.

Hall cleaning contract was renewed with no changes. Motion by Kristin Polifka, seconded by Gary Lemke, motion carried. Hall floor cleaning will be done by LB carpet Cleaning.

Standards for issuing operators licenses was tabled.

Vouchers were approved. Motion by Gary Lemke, Second by Kristin Polifka, Motion carried.

Motion to adjourn by Kristin Polifka, Second by Gary Lemke, Motion carried. Meeting was adjourned at 7:45pm.

Minutes of the Village of Potter Board Meeting
October 10, 2018

The Village of Potter monthly board meeting was called to order by President Gary Lemke at 8:00 p.m. Others in attendance were: Rob Schoen, Kristen Polifka, Dennis Gruett, Heather Gibler

Notation was made that proper posting had been carried out at the Potter Post Office, Potter Village Hall, Gruett's and Village Website

Pledge of Allegiance was recited

Minutes of the previous meeting were read and approved with amendments by Rob Schoen, seconded Kristen Polifka. Motion carried -amendments were changing the name KB to LB and Whistler to WISLR

Public Participation – None

Treasurer's report was given by Dennis Gruett

September expense: \$8920.82

September income: \$15.99

Balance as of 10/01/18: \$77,420.96 checking

The Potter Utility report was given by Dennis Gruett

September expense: \$3325.56

September income: \$7344.10

Balance as of 10/01/18: \$ 28697..97 checking*

*\$2,000 is for equipment replacement fund

Sanitary District report:

The DNR WET test will be redone and board will review the results.

Clerk's Report given by Heather Gibler Talked about upcoming election and county wide meeting for new election voting machines

Presidents Report given by Gary Lemke

Rantoul will bill Village for road work from Pheasant St to sewage treatment plant

Resident on Market St. complained about pot holes. Checks will be done for issues and any needed repairs will be arranged.

Correspondence

Nationwide savings and IRA accounts offers

Building permits issued in the month: Martin Polifka

June meeting minutes needed amendments for adding Calumet County Civic League with the \$60.00 approval. Motion by Rob Schoen, Second by Kristin Polifka Motion carried

Poll workers pay will be increased from the current rate of \$10.00/hour to \$11.00/hour starting in 2019. Last time it was changed was in 2014. Village will still provide meals. Motion by Rob Schoen, Second by Kristin Polifka. Motion carried

Board has decided to have clerk expenses submitted monthly via expense vouchers. Motion by Rob Schoen, second by Kristin Polifka. Motion carried.

County maintenance contract was reviewed and approved. Motion by Rob Schoen, second by Kristin Polifka. Motion carried.

Board set 2018 Village Trick or Treat time for October 28 from 1pm to 3pm. Motion by Gary Lemke, second by Rob Schoen. Motion carried.

All board members were reminded to get any budget items to Dennis Gruett for the budget review meeting in November.

DNR WET test results need to be re-done. Gary will keep the board posted.

There will be a 20% increase for the First responder budget. Motion by Rob Schoen, second by Gary Lemke. Motion carried.

Assessor contract approval was tabled until the Village receives the contract. Expected to have it by the November meeting.

Birschbach contract will remain as is with no changes.

Fire Department contract is a 3 year contract, no changes at this time.

Salaries for Village Board, Clerk and Treasurer positions were reviewed. Last modified in 2014 and 2015. Board will increase meeting payment to \$50.00/meeting starting January 2019. Motion by Gary Lemke, Second by Rob Schoen. Motion carried.

The next board meeting will be November 14, 2018 at 7pm. The budget meeting will be November 14, 2018 at 8pm.

Vouchers were approved. Motion by Gary Lemke, Second by Rob Schoen, Motion carried.

Motion to adjourn by Rob Schoen, Second by Kristin Polifka, Motion carried. Meeting was adjourned at 9:17pm.

Minutes of the Village of Potter Board Meeting
November 14, 2018

The Village of Potter monthly board meeting was called to order by President Gary Lemke at 7:03 p.m. Others in attendance were: Rob Schoen, Kristen Polifka, Dennis Gruett, Heather Gibler

Notation was made that proper posting had been carried out at the Potter Post Office, Potter Village Hall, Gruett's and Village Website

Pledge of Allegiance was recited

Minutes of the previous meeting were approved by Rob Schoen, seconded Kristen Polifka. Motion carried

Public Participation – None

Treasurer's report was given by Dennis Gruett

October expense: \$6970.19

October income: \$1845.95

Balance as of 11/01/18: \$72,296.72 checking

The Potter Utility report was given by Dennis Gruett

October expense: \$5177.01

October income: \$3982.51

Balance as of 11/01/18: \$ 28503.47 checking*

*\$2,000 is for equipment replacement fund

Sanitary District report:

Review of USDA water and waste disposal loan and grant program

Clerk's Report given by Heather Gibler Talked about need for more poll workers and offering in person absentee voting hours in addition to the current availability for absentee voting.

Presidents Report given by Gary Lemke

The intergovernmental meeting went well

Correspondence

Letter from USDA

Building permits issued in the month: Luchinski

The MCO contract will be increased about \$400.00 Motion by Rob Schoen second by Kristin Polifka Motion Carried

Review and discussion was held on Village and Utility budgets.

Budget for 2019 was approved Motion by Rob Schoen second by Kristin Polifka Motion carried

Vouchers were approved. Motion by Rob Schoen, second by Gary Lemke,, Motion carried.

Motion to adjourn by Rob Schoen, Second by Kristin Polifka, Motion carried. Meeting was adjourned at 8:02 pm.

Minutes of the Village of Potter Board Meeting
December 12, 2018

The Village of Potter monthly board meeting was called to order by President Gary Lemke at 7:00 p.m. Others in attendance were: Rob Schoen, Kristen Polifka, Dennis Gruett, Heather Gibler

Notation was made that proper posting had been carried out at the Potter Post Office, Potter Village Hall, Gruett's and Village Website

Pledge of Allegiance was recited

Minutes of the previous meeting were approved by Rob Schoen, seconded Kristen Polifka. Motion carried

Public Participation – None

Treasurer's report was given by Dennis Gruett

November expense: \$7836.27

November income: \$37,229.87

Balance as of 12/01/18: \$101,690.32 checking

The Potter Utility report was given by Dennis Gruett

November expense: \$5004.37

November income: \$2125.71

Balance as of 12/01/18: \$25624.81 checking*

*\$2,000 is for equipment replacement fund

Sanitary District report:

Review of Chloride report for treatment plant, Rail road cleaned out Culvert that had been blocked

Clerk's Report given by Heather Gibler: no new items

Presidents Report given by Gary Lemke

The board was presented with an idea for a beautification committee to be formed. Several citizens have already begun organizing. The board approved this effort with a motion by Gary and 2nd by Rob to support a group effort for Potter.

Correspondence

None

Building permits issued in the month: None

Discussion and voting on the updated recycling ordinance was tabled until the January 2019 meeting.

The assessor's contract with Tennesen Appraisal was approved. Motion by Rob Schoen, 2nd by Kristin Polifka. Motion carried

The Village received a new fee schedule from the Village attorney. The hourly rate has been increased from \$160.00/hour to \$190.00/hour

Sewer rates for 2019 will be increased by \$10.00/quarter. Motion by Rob Schoen second by Kristin Polifka Motion carried

Rates for 2019 per garbage can will be increased by \$10.00. Recycling rates will remain the same. Motion by Rob Schoen second by Kristin Polifka Motion carried

Snow plowing for Village Hall will be done by Rob Schoen for \$30.00/plow. Motion by Gary, 2nd by Kristin, Rob Abstained, Motion carried.

Vouchers were approved. Motion by Rob Schoen, second by Kristin Polifka, Motion carried.

Motion to adjourn by Gary Lemke, Second by Rob Schoen, Motion carried. Meeting was adjourned at 7:32 pm.