

**Phone:** 608-996-2195 **Email:** villageofbagley@gmail.com **Address:** PO Box 116, Bagley WI 53801

*Call to order, Pledge of Allegiance. Roll Call.* Donna Schafer, Louise Ketterer and Randy Place in attendance, Mike Mezera and Jerry Kopp absent.

### AGENDA ITEMS:

*PUBLIC HEARING: Citizen Participation Plan for Proposed Community Development Block Grant - Public Facilities (CDBG-PF)*

Louise motioned to move into the Public Hearing, Randy seconded, all approved

1. List of attendees.
2. Time and place of meeting.
3. Topics of discussion –
  - The Citizen Participation Plan for the Community Development Block Grant for Public Facilities (CDBG-PF)
  - Proposed activities for Proposed 2026 Infrastructure Improvements – Bagley Project:
    - Walnut Street (Northern Ave. – Grover St.): 8” sanitary sewer replacement; 6” water main to be replaced with 8” water main; storm sewer replacement and additions; curb and gutter replacement and installation; sidewalk replacement; full street reconstruction; and yard landscaping/restoration
    - W. Chicago Street (Northern Ave. – Bagley Ave.): 6” water main to be installed for looping purposes; storm water control additions; sidewalk replacement; full street reconstruction; and yard landscaping/restoration
    - E. Chicago Street (Burlington Ave. – approx. 150’ east of Grover St.): replacement of sanitary sewer laterals and manholes; manhole rehabilitation; street pavement patching; and yard landscaping/restoration
  - Estimated Project Costs = \$1,510,000
  - LMI % = 61.60%
  - Amount to be requested for Project (\$1,000,000)
  - The proposed amount of funds (\$1,000,000) to be used to benefit low-and moderate-income persons
  - Goals and objectives of the CDBG program
  - The total amount of CDBG funds available
  - Public facilities, economic development, and housing needs
  - Whether any persons will be displaced as a result of the proposed activities.
4. Evidence that attendees were advised that CDBG-PF Application Proposal can be changed in response to local demand or can apply for funding for other activities at a later date.
5. Evidence that attendees were advised of other housing, public facility, and economic development activities that can be assisted with a CDBG Grant.

Donna motioned to close the public hearing, Randy seconded, all approved.

Donna motioned to take agenda item 4a related to the CDBG-PF Proposed 2026 Infrastructure Improvements out of order, Randy seconded, all approved.

Donna motioned to take agenda item 5c related to the generators out of order, Louise seconded, all approved.

#### 1) *President's Report*

Previously approved for Chris and Lori Kraker to buy some of the old Christmas street lights and the rest to go to WI Surplus Auction. Has been arranged, they will take the lights they want and transport the remainder to WI Surplus Auction, saving the Village money.

Grass/Weed will start enforcing this week, instead of waiting until May 15<sup>th</sup>. Notice was posted 3/25/2025 so the 30 day requirement has been met.

Sheriff's Report, there are a lot of repeat names, intending to be stricter going forward which may mean fines if not in compliance. Spring Cleanup is May 10<sup>th</sup> for those eligible to participate, flyers are posted in the Village and online.

#### 2) *Treasurer/Clerk Report*

a. *Prior Meeting Minutes Approval* Randy motioned to approve, Louise seconded, all approved.

b. *Unpaid Bills* Payroll and Payroll taxes for Ryne and Shelly added under Village. Payroll comes out of the Village bank account then is later reallocated. Waiting on receipts for one bill, but check was printed. Louise motioned to approve, Randy seconded, all approved.

c. *Bank Balances* Randy motioned to approve, Louise seconded, all approve.

d. *Jan-Mar 2025: Quarterly Budget to Actual Expenses* Provided, no questions

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e. *Reminders/Updates: utility bills, licenses, CDBG Housing* May utility bills are due 5/31/2025, pay online, by mail or the drop box on the back side of the Village Hall (old bank building). Liquor, tobacco, etc licenses are due to Village Clerk by May 15<sup>th</sup>, need to post in paper prior to board vote at June meeting. CDBG Housing program will be changing, and information will be shared when received.

f. *Ordinance, Resolutions:*

i. *Ordinances or Resolutions Publicly Provided:* NONE

ii. *Ordinances or Resolutions to Discuss/Vote: Social Media Policy (Tabled from Apr Mtg), Complaint/Comment Policy*

Louise motioned to approve Social Media Policy if it is updated to shut off comments, assign roles for each department as discussed, sharing can remain on but no tagging allowed. Randy seconded, all approved.

Louise motioned to approve Complaint/Comment form as provided without the ordinance, Randy seconded, all approved.

3) *Public Works Report:*

a. *Updates and items from Director of Public Works* Bids for Sludge removal on Aeration Tank received, Dresen \$8.4K, Kleiber \$15.8K, both companies have performed work for us in the past. Sludge accumulates overtime and capacity in tank to treat the wastewater is less so there is less time to treat the wastewater meaning it does not treat as well. This is general maintenance to have performed every X number of years depending on the municipality. Louise motioned to approve Dresen bid, Randy seconded, all approve. Badger Blvd and West Pier Rd the road is starting to bank, Ryne will work with appropriate properties to get bids on solutions.

There is \$5K in the tree removal/planting budget, \$800 has been used. Need to remove 4 stumps in order to do the sidewalk like planned. Will get quotes on removing the stumps.

Basketball courts, confirmed it was previously agreed to put remove two courts and due to ground issues will put in one court the same size as one of the existing courts.

4) *Priority Items:*

a. *CDBG-PF-Proposed 2026 Infrastructure Improvements* Project is to make necessary improvements to the sewer infrastructure for Walnut St (Northern Ave to Grover St), W Chicago St (Northern Ave to Bagley Ave), and E Chicago St (Burlington Ave to approx 150' east of Grover St). There are other areas that need improvement, but these three were the top three priorities items.

i. *Resolution Adopting a Citizens Participation Plan (Resolution #2025-05-06.01)* Louise motioned to adopt, Randy seconded, all approved.

ii. *Resolution Adopting Excessive Use of Force/Non-Violent Demonstration Policy (Resolution # 2025-05-06.09)* Louise motioned to adopt, Randy seconded, all approved.

iii. *Certifications* – Donna motioned to adopt or accept, Louise seconded, all approved.

- *Initial Eligibility Certification*
- *Statement of Assurances Certification*
- *Lobbying Certification*
- *Acquisition, Relocation & Demolition Certification*
- *Fair Housing Actions Certification*

iv. *Matching Funds Commitment Letter from local bank* The Village has obtained their matching funds commitment letter from People's State Bank

v. *Matching Funds Resolution (Resolution #2025-05-06.02)* Donna motioned to adopt, Louise seconded, all approved.

vi. *Fair Housing Ordinance Resolution (Resolution #2025-05-06.03)* Randy motioned to adopt, Louise seconded, all approved.

vii. *Fair Housing Ordinance – (Ordinance #17.01 signed 3/3/1998)* Louise motioned to adopt, Randy seconded, all approved.

viii. *Residential Anti-Displacement and Relocation Assistance Plan* Randy motioned to adopt, Louise seconded, all approved.

ix. *Capital Improvements Program (C.I.P.)* Louise motioned to approve, Randy seconded, all approved.

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- x. *Authorizing Resolution to Submit CDBG-PF App. (Resolution #2025-05-06.04)* Randy motioned to adopt, Louise seconded, all approved.
- xi. *Wisconsin DNR Safe Drinking Water Loan Program (SDWLP) Application submittal* Louise motioned to approve, Randy seconded, all approved.
- xii. *Wisconsin DNR SDWLP Authorized Representative Resolution (Resolution #2025-05-06.05)* Louise motioned to adopt, Randy seconded, all approved.
- xiii. *Wisconsin DNR SDWLP Reimbursement Resolution (Resolution #2025-05-06.06)* Randy motioned to adopt, Louise seconded, all approved.
- xiv. *Wisconsin DNR Clean Water Fund Program (CWFP) Application submittal* Randy motioned to approve, Louise seconded, all approved.
- xv. *Wisconsin DNR CWFP Authorized Representative Resolution (Resolution #2025-05-06.07)* Randy motioned to adopt, Louise seconded, all approved.
- xvi. *Wisconsin DNR CWFP Reimbursement Resolution (Resolution #2025-05-06.08)* Louise motioned to adopt, Randy seconded, all approved.
- xvii. *Plans, Specifications, and Estimates* Randy motioned to approve, Louise seconded, all approved.
- xviii. *Village Procurement Policy* Previously adopted and acceptable for grants.
- xix. *Engineering Contract – Delta 3 Engineering* Louise motioned to approve, Randy seconded, all approved.
- b. *Schedule Board of Review (BOR) due before end of July* Per Assessor will convene BOR at June Meeting to motion to adjourn to a later date. Assessor will provide items needed as well as information on revaluating Village, currently out of compliance and only have two years to get in compliance.
- c. *BNSF Public Crossings request* Have attempted to contact sender of email multiple times for more information. No response was received. Unsure if valid requests will be addressed if further communication is received.
- d. *Vote on updated budget to reflect new water rates.* Budget updated to reflect new water rates taking effect, need to reallocate expenses for changes. Accounts near or over budget as of 3/31/25 were highlighted, items with expenses but were not budgeted for also highlighted. Procedure from League of Wisconsin Municipalities on amending a budget read out loud. Proposed plan to have Shelly draft a proposed amended budget for the board to review at the June meeting, she will meet with others as needed to draft. Randy motioned to table to June meeting, Louise seconded, all approved.

### 5) Old Business:

- a. *Status update on Village Hall: cameras, furniture, etc*  
Randy motioned to table the discussion for cameras to June meeting when bids can be reviewed, Louise seconded, all approved.  
Quote received from Paul Ketterer to remove glass window in office and convert to a counter with plexiglass that allows for items to be passed through. Also to install screens in all windows and make them operable. Bid not to exceed \$1,800, will use renovation funds. Randy motioned to table to June, Louise seconded, all approved. Later withdrew the motion, \$1,800 is under \$5K so Village President can approve per Procurement Policy.
- b. *Bids on sidewalks and roads* Bids still have not come in, Ryne followed up last week.
- c. *Generators: multiple to review, discuss and vote on* Generator at the Willow Ln Storm Shelter not operable, Portable Generator also not operable. No generator is needed at Village Hall if Community Building/Fire Department serves as the backup location. Item taken out of order to allow for Bart of Delta3 Engineering to provide insight and advice. Discussion of pros and cons of available options. Between dedicated funds, savings and potential insurance proceeds, if any, should be able to cover the cost.  
Randy motioned for Ryne to confirm if the quote for the portable generator could cover everything needed. If the current quote can then approval for Ryne to order the Portable Generator as quoted. If not, then approval for Ryne to order whichever of the options costs less: A) The Portable Generator or B) the Portable Generator and the Permanent Generator for the Willow Ln Storm Shelter. Louise seconded, all approved.
- d. *Cancel phone contracts with the Storm Shelters, 1<sup>st</sup> contract renews Jun 2025. (Informally tabled Apr Mtg)*  
Confirmed phones are not needed in either storm shelter as long as radios or some working communication available. Randy motioned to cancel phone contracts when they expire, Louise seconded, all approved.

### 6) New Business (May be taken in any order.)

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- a. *Status update on Memorial* Spencer White will be out the week of 5/7/2025 to do previously approved brick work. Donating labor, Village will use Memorial Fund to cover cost of supplies.
- b. *Setback Ordinance Waiver Request* Item pulled by requester, was able to be resolved without needed a waiver.
- c. *Community Building Clean up Proposal* Plan to declutter or better organize items at the Community Building, Donna will take lead on scheduling and managing. Other groups currently storing items at the Community Building are encouraged to participate. Non-Village items will not be removed without the owners approval, Donna will have final say on Village owned items.
- d. *Street/Sidewalk Permit requests* Donna motioned to approve the Street/Sidewalk Permit for Ribfest on 8/9/2025 to Lucky's Bar & Grill, Randy seconded, all approved. Randy motioned to approve the Street/Sidewalk Permit for 4<sup>th</sup> of July Street Dance on 7/5/2025 to Lucky's Bar & Grill, Louise seconded, all approved.
- e. *Removal of non Village owned property from sewer plant and dump.* Randy motioned to have non Village property at the sewer plant and dump removed, Louise seconded, all approved.
- f. *Review bids for repairs of damage to Village Park bathroom* Paul Ketterer submitted quote for the Park bathroom door, door plus install for \$1,300. No vote needed, approved per the procurement policy. Will confirm keying to same as other bathroom door.

### *Informal Comments.*

- *Any Informal Comments*

Resident requested that Fire Department and 1<sup>st</sup> Responder fundraising bank account balances be listed with the bank account balances.

Resident requested if an audit has been scheduled. Will discuss in a future date.

Resident asked about the complaint form. All forms will go to the Village President, but a copy will need to be filed in the Village Office.

Resident suggested we remove the barricades in front of the bathroom doors so that cameras can view who goes in and out if they are ever damaged again.

CLOSED SESSION: **(NONE)** Statute and if adjourning meeting at closed session

*Motion to Adjourn...* Randy motioned to adjourn, Louise seconded, all approved.

Next Meeting: 6/3/2025