

MISHICOT VILLAGE BOARD
Regular Meeting
March 1, 2022

The Mishicot Village Board was called to order by President Samz at 7:00 p.m. at the Village Hall. Roll call indicated Trustees Becker, Beranek, Ferry, Franz, Haack, Kliment and Samz. Chief Granger, John Tulachka, and Clerk Reissmann were also present.

President Samz led everyone in attendance in the Pledge of Allegiance.

A motion was made by Trustee Kliment to approve the February 15, 2022, meeting minutes, seconded by Trustee Beranek. All in favor, motion carried.

President Samz thanked John for what he did at the house fire on Riverwood Dr. He received a call from Assistant Chief Jim Haese and told him that John cleaned the snow out of the fire hydrant area and went inside the house and closed the door to the room where the fire was. Mike Koepfel also mentioned to congratulate Adam too for his services. John explained to the board what he did.

Chief Granger had nothing to report.

John informed the board that they had a few water main breaks recently, the bearings went out on the water booster pump and needed to be repaired, and last week Northern Pipe has been in to clean the sewer lines and lift stations. Sabel Mechanical was also in and checked out the lift station pumps. There was one issue with a pump that they will need to come back for.

Trustee Haack informed the board that the Audit Committee met and did the audit for the 4th quarter of 2021 and everything was good. The next audit will be in April for the 1st quarter 2022.

Trustee Beranek brought up that he was working with President Samz, Clerk Reissmann and Rick Schwarz and Bill Jindra to redo the building permit process. He has the first draft of the building permits. President Samz explained more of the process and what the board will need to make decisions on. Discussion was held.

Trustee Franz brought up the issue of all the junk on Hwy 147 at Farr's place. Discussion was held.

Clerk Reissmann informed the board that ES&S will be performing maintenance on the voting machine on Friday, March 4th and that they will be having training at that time too. She noted that she went through the training to have total access to WisVote and can have the MOU with Christina Hill discontinued. She will get the agreement for the next meeting. She brought up that the 2022 Board of Review training will be ready soon and she will be taking it. President Samz suggested that another board member take the training also so that at least 2 people are up to date and have training. She showed the board the new letterhead she created. President Samz noted that the 2 inspectors should have Village ID's and have their photo's put on the website also. The new office hours started this week and the new hours will be put on the door in the morning.

A motion was made by Trustee Kliment to approve the Class B picnic license #6, Kettle Range Snow Riders and operator licenses #73, Dean S Anhalt, #74, Jessica Brandt, and #75 Kristine Miller, seconded by Trustee Haack. All in favor, motion carried.

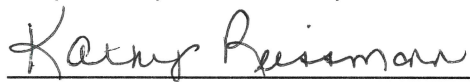
President Samz introduced general fund claims in the amount of \$12,519.08, water utility fund claims in the amount of \$5,254.36 and sewer utility fund claims in the amount of \$9,626.91 for Board action. A motion was made by Trustee Beranek to accept the claims as presented and posted, seconded by Trustee Ferry that claims totaling \$27,400.35 to be approved and the Treasurer to be authorized the same. Roll call indicated as follows: Ayes - 7; Nays-0; Absent-0, motion carried.

Ordinance 2022-01, Ordinance for Alternative Claims Procedure was presented. President Samz noted that Attorney Lambert has already given his ok on it. A short discussion was held. Moved by Becker, seconded by Kliment to approve Ordinance 2022-01 as presented. Roll call indicated as follows: Ayes-7, Nays-0, Absent-0, motion carried.

The EBC Pop Agreement was presented. Clerk Reissmann also presented an option for the EBC Flex Agreement where employees could have an amount deducted from their paycheck pretax and put into a Flex Plan account to use for unreimbursed medical expenses. Discussion was held regarding the cost differences with the POP agreement as the Flex Plan fees include the POP fees and the cost/savings to the village. There were still questions that will need to be asked and brought back to the next meeting. This agreement was tabled until the next meeting.

A motion was made by Trustee Kliment, seconded by Trustee Beranek to adjourn at 7:40 pm until the next meeting on March 15, 2022. All in favor, motion carried.

Respectfully Submitted by:

A handwritten signature in cursive script, reading "Kathy Reissmann", written over a horizontal line.

Kathy Reissmann, Village Clerk-Treasurer

ORDINANCE FOR ALTERNATIVE CLAIMS PROCEDURE
ORDINANCE 2022-01
VILLAGE OF MISHICOT

It is hereby ordained by the VILLAGE OF MISHICOT, Manitowoc County, Wisconsin, as follows:

Section 1. Authority: This ordinance is adopted pursuant to the authority granted village boards under Stat. §66.0609, which allows for the adoption of an alternative claim procedure for approving financial claims against the village which are in the nature of bills and vouchers.

Section 2. Applicability: Payments may be made from the village treasury pursuant to this ordinance for bills or vouchers that are of a routine nature, namely: payroll, payroll liabilities (including, but not limited to, social security taxes, federal and state withholding taxes, health, dental, vision and life insurance premiums, WRS liabilities and other related items authorized by the village board), utilities, monthly fuel bills, postage, contracted services from contracts previously approved by the village board, lease payments, credit card charges (after verification from person in charge of credit card and proper receipts), refunds, overpayments, park/VFW rental deposits and other purchases in order to avoid interest or finance charges.

Section 3. Procedure: Payments may be made from the village treasury after the village clerk/treasurer audits and approves each claim as a proper charge against the treasury by first determining that the following conditions have been complied with:

1. Funds are available under the village budget to pay the bill or voucher.
2. The item or service covered by the bill or voucher has been duly authorized.
3. The item or service covered by the bill or voucher has been supplied or rendered in conformity with the authorization.
4. The claim appears to be a valid claim against the village.

The village clerk/treasurer may require submission of proof to determine compliance with the conditions under (1-4), prior to approval. For example, the clerk/treasurer may require verification of quantity, quality, etc. by another village official or employee.

After determining that the above conditions have been met, the clerk/treasurer shall indicate approval of the claim by placing his or her signature on the voucher/bill. Upon approval of a bill or voucher under this procedure, the clerk/treasurer shall prepare and sign a check and have it countersigned by the village president, pursuant to Wis. Stat. §66.0607. The clerk/treasurer shall then mail or deliver the completed checks to the appropriate parties.

At least monthly, the village clerk/treasurer shall file with the village board a written list of claims approved pursuant to this ordinance. The list shall include the date paid, name of claimant, purpose and amount.

Section 4. Effective Date: This ordinance shall become effective upon adoption and publication or posting, as provided by law, pursuant to Wis. Stat. §60.80.

Date of Passage: 3/1/2022

Vote For: 7 Vote Against: 0 Not Voting: 0

Signed by [Signature] Date: 3-1-22
Village President

Attest: Kathy Reseman Date: 3/1/22
Village Clerk/Treasurer