

Caucus for the Village of Merrilan was held at the village hall on Tuesday January 5, 2016 at 6:45 PM with Margaret Young, Doreen Demaskie, Genny Eddy, Dana Solberg, Debra Horan, Nancy Hindes, Gayle Horton, Lisa Harmer, Paul Harmer and Debra Green.

Margaret Young acted as Chairperson and Debra Green as Clerk.

Nominations required at this Caucus are for 2-year terms for three (3) Trustees.

Elected officials Trustee terms that are expiring are: Debra Horan, Doreen Demaskie and Gayle Horton.

Chairman Margaret Young opened the Caucus at 6:45 PM and asked for nominations for Trustee.

Eddy moved, seconded by Horton to nominate Doreen Demaskie.

Hindes moved, seconded by Horan to nominate Horton.

Horton moved, seconded by Eddy to nominate Debra Horan.

Lisa Harmer moved, seconded by Hindes to nominate Paul Harmer.

Chairman Young asked three (3) more times if there were any other nominations for Trustee, there being none she declared the Caucus closed at 6:47 PM.

COMMITTEE OF THE WHOLE MEETING TUESDAY JANUARY 5, 2016

The Committee of the Whole met Tuesday January 5, 2016 at 7:00 Pm at the village hall with Margaret Young, Dana Solberg, Genny Eddy, Nancy Hindes, Debra Horan, Gayle Horton, Doreen Demaskie, MSA Engineer Todd Trader, Officer Mike Johnson, First Responder Coordinator Scott Loveland, Fire Chief Wayne Lunderville, Fire Clerk-Treasurer Jennifer Kondell and Debra Green.

1. Call to Order – 7:00 PM

2. **Vouchers:** were approved and signed.

3. **Delinquent List:** Demaskie moved, seconded by Hindes to approve as printed. Carried.

4. **MSA & Municipal Utility Water/Sewer Projects/Pay Requests/Updates/Financing:** Horan moved, seconded by Horton to approve the 3rd and final pay application of Gerke Excavating, Inc. for \$17, 694.90, as recommended by Village MSA Engineer Todd Trader for the 2015 Street and Utility Improvements on Wisconsin, Railroad and N Main Streets. Carried. A few punchlist warranty items will be completed in the Spring, along with the re-seeding of any areas where the grass has not been established.

5. Communications with Village Maintenance Department:

a. Trow Lake Dam DNR Safety Inspection Report: after the inspection was done by Mark Stephenson with the DNR, the following a list of work to be performed: inspect concrete spillway surface at least once a year; remove debris build-up along spillways and in front of tainter gate and slide gates as needed; operate the tainter gate at least once a year and keep records of operation dates; scrape and repaint the slide gate in accordance with the Inspection, Operation & Maintenance Plan (IOM); monitor the abutment areas; repair the concrete along the base of the powerhouse by November 2017; review the Emergency Action Plan (EAP) and submit any changes to the document to the Department by March 1, 2016; review the Village's Inspection, Operation and Maintenance Plan and submit any changes to the document to the Department by March 1, 2016.

b. Capacity, Management, Operation, and Maintenance (CMOM): Superintendent Miller spoke to the Committee about the CMOM. CMOM is a holistic way of managing and operating the village sewer system. Kind of an asset management, environmental management system and Operation & Maintenance program all rolled into one. A village CMOM Program must be developed by August 1, 2016 and implementation of the program initiated thereafter.

c. December Activities Report: Superintendent Miller reported on: 2 power outages, one due to a Jackson Electric outage problem the other was a tree down on the power line on S Hayden St.; bushes located at the 104 N Main property are overgrown and up into the transformer located there, the owner will be contacted to get the bushes trimmed back; the village sign on US 12/27 located north of the village has been rewired and is now working; the sewage treatment plant influent numbers are way up. The village continues to work on the I & I problem from properties draining water into the sewer system; Superintendent Miller will be attending CMOM training; and he has purchased portable LED lighting to use for emergency night work.

6. Communications with Village Fire Department:

a. December Activities Report: the 401 Polk Street training burn caused some heat damage to the siding of the neighboring property. This has been filed with the village insurance company; was a structure fire, with one fatality, which is still being investigated. Fire Chief Lunderville said he had President Young's blessing to order more fire gear for \$6,760.00. This will be placed on the January 12, 2016 Board agenda for formal approval by the Board.

7. Communications with Village Police Department:

a. December Activities Report: Officer Johnson updated the Committee on the Booze and Belts Stats.

b. Ticket or Click It - Grant Funding: there is funding available through the DOT for extra hours for doing traffic enforcement in Merrilan and Alma Center, from March 2016 thru August 2016. The village will be reimbursed by the DOT up to \$1,000.00 a month. Kay Larsen, with the Black River Falls Police Department, will be administering the grant funds. The Black River Police Department and Jackson County Sheriff's Department will also benefit from this DOT grant.

c. New Squad – Update: the new squad is here, just a few minor things left to do on it. The old squad is being readied to sell. The USDA will receive 45% of the sale of the old squad and the Village 55%, as it had been purchased using USDA funds.

8. 2016 General Fund Budget - Restricted Funds Amount: Horan moved, seconded by Horton to approve correcting the restricted fund amount of the 2016 General Fund Budget from \$6,904.00 to \$15,154.00. Carried.

9. Public Comment: none.

10. Adjournment: Hindes moved, seconded by Eddy to adjourn at 8:09 PM. Carried.

Respectfully submitted,
Debra Green, Clerk

01/06/16