

This notice is not to be removed from premises. Copies may be requested from the Village Clerk.

SS 946.72 **Tampering with public records and notices.**

- (1) Whoever with intent to injure or defraud destroys, damages, removes or conceals any public record is guilty of a Class H felony.
- (2) Conviction of a Class H felony is punishable by up to six (6) years imprisonment and/or a fine of \$10,000.00

Date Posted:

**FRANCIS CREEK VILLAGE REGULAR BOARD MEETING  
June 1, 2020**

**Call to Order:** Village President Matt Payette called the meeting to order at 7:00 P.M. at village municipal garage with Eric Nelson, Paul Rahmlow, Steve Holschbach, and Robert Dirkman in attendance. Also in attendance, David Endries, Todd Weyenberg from Robert E Lee, Tyler Duessing of 203 Oakwood Dr, Emma Burbey of 203 Oakwood Dr, Brittany Rudebeck of 305 N Packer Dr, Andrew Hogan of 305 N Packer Dr, Amber Kornely of 416 Laurel Dr from Francis Creek Youth Sports, Heather Garceau of 3521 Gass Lake Rd Manitowoc from Francis Creek Youth Sports, Nikki Delfosse for Francis Creek Shell Station, Joe Lambert for Francis Creek Shell Station.

**Pledge of Allegiance:** Everyone present stood to recite the Pledge of Allegiance.

**Approval of Meeting Minutes from May 4, 2020 and May 18, 2020 Meetings:** Motion was made by Robert Dirkman to approve the May 4, 2020 Agenda, second by Steven Holschbach. All in favor, motion carried unanimously.

Motion was made by Eric Nelson to approve the May 18, 2020 Agenda, second by Paul Rahmlow. All in favor, motion carried unanimously.

**Approval of Agenda:** Motion was made by Steven Holschbach to approve, second by Eric Nelson. All in favor, motion carried unanimously.

**Public Input:**

- Amber Kornely and Heather Garceau representing Francis Creek Youth Sports addressed the board regarding the Summer 2020 Youth Sports League plan with regards to the COVID-19 health crisis. So far, they have interest and sign-ups to hold Peanuts, Pee Wee, and Senior Fastpitch leagues.
- Tyler Duessing representing the Francis Creek Fire Department addressed the board regarding the July 10<sup>th</sup> Truck Pulls guidelines and restrictions with the COVID-19 health crisis in mind. The Francis Creek Fire Department and Kellnersville Fire Department are having a meeting on June 11, 2020 to see if they will proceed with the event.

**Items for Action or Discussion:**

- a. Motion was made by Steve Holschbach to approve the Combination Class “B” Liquor License Renewal application from Marshall Wagner, Wagner’s Country Restaurant LLC, 106 S Packer Dr, Francis Creek, WI., second Robert Dirkman. All in favor, motion carried unanimously.
- b. Motion was made by Eric Nelson to approve the Combination Class “A” Liquor License Renewal application from Simranveer Singh, Singhs C Store 4 LLC, 184 Hillcrest Rd, Francis Creek, WI, second Steve Holschbach. All in favor, motion carried unanimously.
- c. Joe Lambert and Nikki Delfosse spoke to the board representing the Francis Creek Shell Station regarding their intent to open a “Fish n’ Chips” restaurant adjacent to the Francis Creek Shell Station. Motion was made by Robert Dirkman to approve the Class “B” Beer License application from Simranveer Singh, Singhs C Store 4 LLC, 184 Hillcrest Rd, Francis Creek, WI, second Eric Nelson. All in favor, motion carried unanimously.
- d. The Village Board heard from residents about flooding that occurred on May 18,2020. Andrew Hogan and Brittany Rudebeck showed the board photos of damage sustained and property that was damaged on May 18<sup>th</sup>. Tyler Duessing and Emma Burbey presented receipts for cleaning services hired for damage sustained on

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May 18<sup>th</sup>.

The Village Board requested Todd Weyenberg and Robert E Lee to help the Board take steps to repair or replace the West Lift Station.

Todd and Robert E Lee will be on the July agenda to discuss next steps.

- e. Todd Weyenberg from Robert E Lee presented the 2019 Compliance Maintenance Annual Report. The Village received an "A" grade. Motion was made by Robert Dirkman to Approve the 2019 Compliance Maintenance Annual Report, second Steve Holschbach. All in favor, motion carried unanimously.
- f. Motion was made by Steve Holschbach to approve the Resolution #2020-2, Compliance Maintenance Annual Report (CMAR), second Paul Rahmlow. All in favor, motion carried unanimously.
- g. Motion was made by Robert Dirkman to approve the #2020-3, Manitowoc County Multi-Hazards Mitigation Plan 2020-2025, second Eric Nelson. All in favor, motion carried unanimously.
- h. The Village Board heard via phone from Chuck Krueger of Hawkins Ash CPA about the Annual Accounting Report and Audit.
- i. Motion was made by Eric Nelson to approve the operator licenses for Haley Wagner and Elizabeth Wagner, second Robert Dirkman. All in favor, motion carried unanimously.

**Village Clerk/Treasurer Report:**

- a. The Clerk to submit invoices and payroll to be approved and paid for the month, board reviewed and approved invoices and payroll.

- b. The Village Office will resume normal hours:

Monday, Wednesday, Thursday 9AM-3PM

Tuesday 12:30-6:30PM

While the Village Office is open, the Clerk asks that anyone who has come into contact with someone who has tested positive for COVID-19 or is suspected of having COVID-19 NOT come into the building. They can call 920-682-7410 to speak to the Clerk. If anyone coming to the Village Office has any of the COVID-19 symptoms listed by the CDC on [cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html) they are being asked not to enter. They can call 920-682-7410 to speak to the Clerk.

There is hand sanitizer throughout the entryway, tape on the floor to mark 6 feet from the Clerk's desk, and visitors are asked to wear a mask if they can.

If anyone is uncomfortable entering the building, they can call 920-682-7410 and speak to the Clerk.

- c. The Clerk presented her drafted Maternity Leave Plan to the Board and discussed processes.

**Village Update Since Last Meeting:**

- a. Motion was made by Eric Nelson to approve the proposal received from A1 Asphalt to Clean and Fill Cracks in Tennis Courts in Pla-Mor Park, second Steve Holschbach. All in favor, motion carried unanimously.

**Village Sewer Update Since Last Meeting:**

The Board discussed invoices and labor for the emergency work performed on May 18,2020 at the West Lift Station.

**Adjournment:** Meeting called to adjournment at: 9:28 p.m.

Respectfully submitted by: Margaret Peroutka, Village Clerk and Treasurer