



## **BOARD OF TRUSTEES MEETING MINUTES**

**November 14, 2023 at 7:00 PM**

**Ridgeway Community Center - Room 101/102 208 Jarvis Street, Ridgeway, WI 53582**

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### **CALL TO ORDER AND ROLL CALL**

Meeting called to order by President Casper at 7:00 pm.

PRESENT: President Michele Casper, Trustee Kellee Venden, Trustee Ruth Nevins, Trustee Rick Short, Trustee Julene Garner, Trustee Steve Vosberg, Dale Peterson-Director of Public Works, Braden Losby - Streets and Parks Superintendent, Marshal Michael Gorham, Lori Phelan-Clerk/Treasurer  
Absent: Trustee Cindy Niehaus

### **CONFIRMATION OF OPEN MEETING**

Phelan indicated this was a properly noticed meeting posted on November 10, 2023, at the Ridgeway Community Center and the Village website, with notification sent via email/text to subscribers.

### **PLEDGE OF ALLEGIANCE**

The pledge was recited.

### **ANNOUNCEMENTS, DEPARTMENT REPORTS, AND CORRESPONDENCE**

1. Announcements

Betty Johnson Memorial donated \$1,400 and Bob Cullen Memorial donated \$5,000

December Board Meeting to be held on 12.05.2023

Casper thanked the families of Betty Johnson and Bob Cullen for their generous donations to the Community Center.

Also thanked Lori Phelan and Maggie Johnson for helping out at the Village office during this time of transition.

2. Department Reports

Received and filed.

3. Correspondence

4. Principal Life Renewal  
Notice of no increase in the Life Insurance for 2024.

#### **PUBLIC COMMENT**

No one present wanting to speak.

#### **CONSENT AGENDA**

**Motion by Venden, seconded by Short to adopt the consent agenda as presented. Motion carried.**

5. Minutes to be Adopted: Finance Committee Meeting 10/09/2023; Regular Board of Trustees Meeting 10/10/2023; Finance Committee 11/06/2023; Special Board of Trustees Meeting 11/07/2023
6. ACH Payments and General Fund Disbursements
7. Adoption of Agenda

#### **ITEMS FOR CONSIDERATION AND ACTION**

8. SUN Program  
Melissa Weier present from the Sun (Seniors United for Nutrition) Program a non-profit serving Iowa and Lafayette Counties. Presented information about the services provided and costs. Donations are accepted and welcome to help this program be able to provide the service.
9. Sanitary Survey Report  
Dale spoke of the main item regarding Well #1. Quotes were received from Water Tower Clean and Coat, Inc and James Orr Coating Inspection for the repairs needing to be done to be in compliance with the DNR.  
**Motion by Vosberg, second by Garner to accept the Sanitary Survey Report as presented. Motion carried.**  
**Motion by Venden, second by Nevins to accept the bid from James Orr Coating for \$3000.00 and will determine the best timing. Motion carried.**
10. EE Handbook Revisions  
Casper recommended an update to the vacation policy from the Finance Committee.

**Motion by Vosberg, second by Short to accept the updates to section 4.02 (vacation) of the employee handbook.**

11. Land Purchase

Casper informed the board of negotiations with Emerald Ridge for the land west of Grove Street. We have an accepted offer which will go through in early 2024.

12. DNR LWCF Bid Project and Agreement with Friends of the Military Ridge State Trail  
Tabled

13. DOR Notice of Non-Compliance

Phelan shared the Village will be compliant per the Village Assessor.

14. Command Central Agreement

**Motion by Venden, seconded by Nevins to approve the Command Central Agreement for 2024. Motion carried.**

15. Final 2022 Audit

Informational purpose, no action taken.

16. Johnson and Block 2023 Audit Engagement Letter

Table until December 5th meeting.

17. Holiday Helpers Budget

Saturday, December 9th Holiday Helpers Celebration

Santa, Treat Bags, Advertising (WDMP & Dodgeville Chronicle), Printing Flyers, Fireworks, Parade.

**Motion by Nevins, seconded by Short to approve the 2023 Holiday Helper Budget up to \$2425 paid from concession stand profits. Motion carried.**

18. Mixer and Microphone Setup for Community Center

**Motion by Venden, seconded by Garner to purchase a mixer, microphone and mic cable up to \$250 to complete a sound system. Motion carried.**

19. Quote Dependable Landscape - Portable Removal

Table until spring and get more bids.

## ADJOURNMENT

**Motion by Nevins, seconded by Garner to adjourn at 8:17pm.**