

Village of North Bay Virtual Stand Up Meeting Minutes
Tuesday, March 23rd, 2021 | 10:00 AM



Due to the COVID-19 pandemic, this Stand Up meeting of the Village of North Bay Board of Trustees met virtually.

Roll Call - Board of Trustees | President Roger Mellem, Treasurer Robert O'Brien, Trustee Paul Schroeder, Constable Kristin Wright, Clerk Dori Panthofer. NOTE: Kristin Wright & Clerk Panthofer attended together via Clerk Panthofer's Zoom session.

Excused | Trustee Rick Cermak

Public | None

Call to Order | Roger Mellem called the meeting to order at 10:02 AM

2021 Street Sweeping | Roger Mellem

The Clerk forwarded an email defining the terms of service for 2021 Street Sweeping to the VNB Board. In response to President Mellem's request to obtain a new Contract, Trustee Schroeder reported that the City of Racine provided an email and Clerk Panthofer responded that the City has not yet responded to the request for a new contract. Per Trustee Schroeder, in recent years, service was continued with a letter.

President Mellem stated the Village needs a new Contract and that we've had Contracts in the past. President Mellem stated the Board can proceed to approve the dollar amounts but it's pending a new contract signed by the Village of North Bay and countersigned by City of Racine.

Motion to approve 2021 Street Sweeping service performed by the City of Racine as proposed for every other Tuesday starting Aprils 6th and ending on September 21st with a Sweeper Hourly rate of \$92.48, Labor Hourly Rate of \$41.13 and an Administration Fee of 15% contingent on receiving a new Contract from the City of Racine for signature and countersignature made by Trustee Schroeder and seconded by Constable Wright. All in favor, none opposed. Motion passed at 10:06AM.

2021 Garlic Mustard Pull | Clerk Panthofer

Motion to approve the 2021 Community Garlic Mustard Pull organized by Lisa Scott Ptacek, Molly Buhler and Jodi Reilley that includes five dates in April with the stipulation that the bagged garlic mustard waste be placed behind Village Hall NO LATER than April 30th (the final pull date) and the lead Volunteer is to notify Trustee Schroeder that the Pull is complete, at which time Trustee Schroeder will schedule a garlic mustard waste pick up with Reliable made by Constable Wright and seconded by Trustee Schroeder. All in favor, none opposed. Motion passed at 10:11AM.

Tree Removal Estimate | Trustee Schroeder

Motion to approve Affordable Tree Care's estimate dated March 18th, 2021 in the amount of \$1800 to remove Village trees, excluding stump removal, adjacent to 3634 North Bay Drive to mitigate the hazard presented by said trees made by Constable Wright and seconded by Trustee Schroeder. All in favor, none opposed. Motion passed at 10:16AM.

Trustee Schroeder noted that due to the location of the stumps, Village protocol is not to remove them. Charlie and Molly Buhler offered to pay stump removal fees for the two trees scheduled to be removed.

Constable Wright recommends obtaining multiple quotes for future tree removal to ensure the Village is paying a fair price. Trustee Schroeder agreed. President Mellem offered to provide the contact information for a family owned tree service that performed quality work at a fair price on his property as well as Gail Simon.

Elections | | Dori Panthofer

- **Election Day Emergency Plan** | Clerk Panthofer asked for Board approval to adopt the WEC created Election Day Emergency Plan edited to include Village facts that was reviewed by Constable/Emergency Response Coordinator Wright and shared with the Board via Google Docs.

President Mellem questioned the need for a plan, stating common sense should be used. Per Clerk Panthofer, the November 2019 Presidential Election Training included a preparedness segment that outlined the WEC's recommendation for each municipality to have an ED Emergency Response plan in place. Prior to every election, the Clerk will review the plan with the Chief Inspectors and Election Officials as part of pre election training. Should an emergency arise, the plan will direct the response and minimize chaos and confusion.

Motion to allow the Village Clerk to use the WEC Election Day Emergency Response Plan made by Constable Wright and seconded by Trustee Schroeder. All in favor, none opposed. Motion passed 10:25 AM

- **Deputy Clerk** | Per Attorney Geary, Constable Wright cannot be named Deputy Clerk. Constable Wright expressed concern of Attorney Geary's opinion and that Geary didn't bring any of this up when the options were presented to him and he still doesn't have a definitive answer. President Mellem stated that previous Clerks relied on County Clerk Wendy Christensen or her staff to help. President Mellem stated County Clerk Christensen is who Clerk Panthofer reports to. Clerk Panthofer spoke with the County Clerk's staff about this issue and was advised that the County will not step in, rather, it's the Village's duty to cover Village election matters. No action at this time.

Adjourn

Motion to adjourn by Constable Wright, seconded by Trustee Schroeder. All in favor, none opposed. Adjourned 10:29 PM.