

VILLAGE OF ARLINGTON

NEWSLETTER

JANUARY 2012

VILLAGE BOARD ELECTION

Three candidates submitted nomination papers for the two open Village Board positions to be filled at the April 3, 2012 election: Bryan Bjorge, 126 Vega Drive; Mary Ann C. Frank, 114 Pierce Street; and Jason Humboldt, 307 Ellickson Street. Board terms are two years apiece. There will not be a primary election held on February 21, 2012.

PROPERTY TAX PAYMENTS

If you notice an error with your name or address on your property tax statement, you can contact the Columbia County Register of Deeds at 742-9677 to have the error corrected. If the escrow check you received was in excess of the property taxes owed for this year, the Village will issue a refund check to you in the amount of the excess paid. The deadline for making property tax payments to the Village is January 31, 2012. Property tax payments made after that point must go to the Columbia County Treasurer.

MAILBOXES

If your mailbox hangs over the face of the curb and out into the street and is hit by a Village snowplow, the Village will not be responsible for any damages or repairs. Be sure your mailbox is set at least six inches behind the curb face to prevent any damage. The Village is also not responsible for mailboxes that are damaged by plowed snow.

DOG LICENSES

A copy of the 2012 dog license application is attached to this newsletter. You can purchase dog licenses at any time. You must provide proof of a current rabies vaccination to receive your license. The fees for licensing for 2012 are \$5.00 for spayed/neutered dogs and \$10.00 for unspayed/unneutered dogs. You must include a self addressed stamped envelope with your license application if you choose to mail it in.

DEDUCT METERS

If you own a deduct meter, be sure to bring it in before winter. Deduct meters can burst if kept outside during freezing weather.

SNOWMOBILES

Snowmobiles are not allowed on Village streets unless they are using the most direct route from a residence to the nearest access point on the snowmobile trail. The end of the snowmobile trail in the Village is the Mender's Auto Service parking lot at the corner of Commercial and Main Streets.

SNOW REMOVAL

When removing snow from your driveway, it should be pushed into your yard rather than into the street. Snow should be removed from your sidewalks within 24 hours of the end of the snow event. Property owners should also clear the snow along the curb in front of their mailbox for a distance of 15 feet on either side of the mailbox to ensure that postal employees can deliver mail. If you have a fire hydrant on your property, be sure to clear the snow from around the hydrant to ensure that the Fire Department can gain access to the hydrant if necessary.

ON-STREET PARKING

Parking is only permitted on any street for up to 72 hours at a time. This applies to cars, trucks, motorcycles, boats, trailers and recreational vehicles. Overnight parking is not permitted on Main Street from November 15 to April 15 from 2:00 a.m. to 6:00 a.m.

Refrain from parking on the street during the winter months, especially during snow events. Snow removal is more difficult and time consuming when vehicles are parked on the street during snow events. If a snow emergency is declared, on-street parking is prohibited until the snow is removed from the roadway.

GARBAGE

Any garbage or recyclables set out on garbage collection day should be placed at the end of the driveway and not in the street where it could be struck by a passing vehicle. Be sure to secure your garbage and recyclables to prevent them from blowing into the street or onto neighboring properties.

CHRISTMAS TREE PICKUP

Public Works personnel will pick up Christmas trees through February 13, 2012.

WATER SOFTENERS

Water softeners should be checked to ensure that they only recycle (regenerate) as necessary. Regeneration should be based on flow rather than run on a timed basis. Water softeners that recycle more often than necessary have a significant impact on chloride limits set by the Department of Natural Resources for the sewer utility.

ONLINE WATER/SEWER BILL PAYMENTS

Customers can pay their water and sewer bills online with a credit card. Customers will be charged a convenience fee of 3.8% of their total payment plus \$1.00. More information is available from Wisconsin Payments at www.wisconsinpayments.com

ELECTIONS

In all elections beginning in 2012, voters are required to provide a valid form of photo identification and in most cases will need to sign one copy of the poll book when voting. Deadlines for late registration and absentee voting have also been moved to the Friday before the election. Election-day registration is still permitted.

VILLAGE OF ARLINGTON

Board Members

President James Laatsch
Trustee Michael Stewart
Trustee Bryan Bjorge
Trustee Sharon Miller
Trustee David Qualle

The Village Board meets the second Monday of the month at 6:30 p.m. at the Arlington Community Center

Village Public Works

Garage 635-4781

ANIMAL ORDINANCES

Section 7.06(d) of the Village Code prohibits animals from running at large in the Village. At large animals are those not on the owner's premises and not under control by a leash of less than ten feet in length or by some other means.

LITTERING AT THE VILLAGE YARD WASTE RECYCLING SITE

The brush and leaf piles provided by the Village at the Yard Waste Recycling Site are only for the disposal of grass, leaves, brush and other organic materials. Other materials, such as steel, bricks, concrete, painted wood, plastic or any garbage may not be dumped at the site. Garbage bags should be taken with you and disposed of properly. Individuals responsible for dumping materials other than those permitted at the site could face a fine of up to \$252.00 as well as the cost for Village employees to pick the material up and transport it to the Columbia County Solid Waste facility in Pardeeville.

OFFICE NOTES

If the Village office is closed, you can drop your payments in the box by the front door. If you need to contact me when the office is closed, you can leave a message at 635-2474 or email villageofarlington@centurytel.net Information is also available at the Village website: www.arlingtonwi.com

Emergency Numbers

Dan Mulhern 697-9685
Shannon Rohrbeck 516-3935

Village Building Inspector

James Lawton 697-7779
General Engineering

Administrator-Clerk-Treasurer

Michael McKinney 635-2474
Fax: 635-8699
Email: villageofarlington@centurytel.net

Office Hours: Monday, Wednesday and Friday 7:00 a.m. – 11:00 a.m. and 11:30 a.m. – 3:30 p.m.; Tuesday and Thursday 9:30 a.m. – 1:30 p.m. and 2:00 p.m. to 6:00 p.m.

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MINUTES

**VILLAGE OF ARLINGTON
BOARD OF TRUSTEES
REGULAR MEETING
ARLINGTON COMMUNITY CENTER
MONDAY, JANUARY 9, 2012
6:30 P.M.**

Call to Order

Village President James Laatsch called the meeting to order at 6:30 p.m.

Roll Call

The following Board members were present: David Qualle, James Laatsch and Bryan Bjorge. Sharon Miller was excused. Michael Stewart arrived at 6:34 p.m. Also present were Philip Hanson, Dave Taylor of the Madison Metropolitan Sewerage District, Columbia County Sheriff's Deputy Mike Schultz, Village Public Works Superintendent Dan Mulhern and Village Administrator/Clerk-Treasurer Michael McKinney.

Columbia County Sheriff's Department Report

Columbia County Sheriff's Deputy Mike Schultz presented the monthly report to the Board. He noted that there were 22 traffic stops made, 16 traffic citations issued, 14 traffic warnings given, 1 complaint received, 42 security checks performed and 1 EMS/Fire assist provided during December. He added that the Village owes the County 1 hour as of the end of December.

Public Hearing – The Village Board held a public hearing to hear comments on proposed revisions to the Village of Arlington Zoning Code regarding the storage of recreational vehicles.

No visitors came forward to address the Village Board.

Motion (Qualle, Bjorge) to close the public hearing at 6:35 p.m., Motion Carried (MC).

Recognition of Visitors

Philip Hanson addressed the Board regarding the icy street conditions following the most recent snow event and the need for cleanup of leaf piles after leaves are swept from the streets in fall.

Phosphorus Presentation by Dave Taylor, Madison Metropolitan Sewerage District

Dave Taylor provided information to the Board regarding a pilot program involving adaptive management of phosphorus levels in the Yahara Watershed. He outlined some of the changes to phosphorus limits that will be implemented in future wastewater treatment permits requiring additional treatment to remove phosphorus from wastewater discharge. He noted that the initial pilot program would last for three years and would cost the Village \$300.00 per year. He added that a full-scale program at the end of the pilot program would cost the Village approximately \$1,000.00 per year, which would provide an alternative to phosphorus treatment upgrades at the Village's wastewater treatment plant by providing funding assistance to other municipalities to upgrade their wastewater treatment facilities for phosphorus treatment. The Board asked Taylor to

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put together a memorandum of understanding that would indicate the Village's desire to participate in the program.

Public Works Report: Mulhern provided his report to the Board. He and the Board discussed the street conditions following the most recent snow event and identified the steps that will be taken to prevent similar issues from occurring in the future. He noted that work is progressing on the walls inside Well #2 and added that the overhead entry door at the well was damaged over the weekend as the result of an attempted break-in. He noted that he was planning to purchase foam insulation to cover the exposed grates at the wastewater treatment plant to replace the existing plywood covers. He informed the Board that the tornado siren would need to be upgraded when Columbia County switches from a wide- to narrow-band emergency communication system later in the month, which will cost approximately \$400.00. The Board also discussed the heat-related damage that occurred in the fluoride room at Well # 3 in 2011. McKinney noted that the heater manufacturer denied any responsibility for the damage and added that the insurance company reopened the claim at the request of the Wisconsin Commissioner of Insurance.

Approval of Minutes

Motion (Qualle, Laatsch) to approve the December 12, 2011 Regular Village Board meeting minutes as submitted, MC.

Reports

Administrator's Report: McKinney provided his report to the Board. He noted that there are three candidates running for the two open Village Board positions to be filled at the April 3, 2012 election: Bryan Bjorge, Mary Ann C. Frank and Jason Humboldt. He informed the Board that the Village has collected \$860,878.42 in property tax and special assessment payments to date. He presented information on an industrial firm conducting a multi-state site search that was forwarded to him. He discussed several management training opportunities with the Board, which are included in the 2012 budget. The Board asked McKinney to identify management training opportunities for the Public Works Superintendent as well.

Treasurer's Report: McKinney provided his report to the Board. This included the following voucher and financial information for December:

Account Balances (as of 12/31/2011):

- Bank of Poynette Checking Account – \$5,880.12
- DMB Checking Account – \$52,278.31
- Bank of Poynette Municipal Account – \$1,040,448.48
- Local Government Investment Pool – \$523,519.57
- Sewer Certificates of Deposit (3) – \$226,356.26
- Park Improvement Certificate of Deposit – \$36,614.38

December Vouchers

Alliant Energy	\$ 2,694.26	Karen Laatsch	\$ 14.50
Arlington BP	\$ 170.80	Lathrop and Clark	\$ 234.00
Arlington EMS	\$ 32,399.28	League of WI Municipalities	\$ 385.23
Arlington Fire Board	\$ 64,955.08	MATC	\$ 38,191.15
Arlington Hardware	\$ 1,594.95	Mary Wendt	\$ 14.50

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Arlington Water Utility	\$ 76.29	Menards - Baraboo	\$ 52.82
Badger Welding Supplies	\$ 6.20	Mike McKinney	\$ 31.30
Baer Insurance	\$ 3,115.00	Postmaster	\$ 440.00
Barrett Electric	\$ 443.68	Poynette School District	\$ 213,578.35
BB Community Leasing	\$ 60.62	Presto Prints	\$ 327.50
Bell Ford	\$ 1,610.03	Richard Wendt	\$ 14.50
Casper's Truck Equipment	\$ 17,328.00	Sandra Ruegsegger	\$ 14.50
CCP Industries	\$ 356.88	Sharon Miller	\$ 43.50
Centurylink	\$ 249.81	Shirley Qualle	\$ 14.50
Cintas	\$ 206.64	True Value Hardware	\$ 28.69
CNA Surety	\$ 100.00	University of Wisconsin	\$ 28.00
Columbia County Accounting	\$ 1,368.00	USA Bluebook	\$ 244.92
Columbia County Economic Dev.	\$ 1,638.00	Wisconsin Department of Revenue	\$ 10.00
Columbia County Solid Waste	\$ 3,025.51	Wisconsin State Hygiene Lab	\$ 20.00
Columbia County Treasurer	\$ 116,460.29	Wisconsin State Hygiene Lab	\$ 396.00
CT Laboratories	\$ 658.35	WMCA	\$ 45.00
DMB Community Bank	\$ 6,207.64		
Elaine Podoll	\$ 43.50	General Fund	\$ 480,174.28
Hawkins	\$ 175.93	Debt Service Fund	\$ 6,207.64
Hometown News Group	\$ 16.60	Capital Fund	\$ 17,328.00
J. Mauel and Associates	\$ 250.00	Water Utility	\$ 3,077.38
James Laatsch	\$ 14.50	Sewer Utility	\$ 2,596.50
Jane Wall	\$ 14.50		
Joyce Bauer	\$ 14.50	Total	\$ 509,383.80

Motion (Stewart, Laatsch) to approve the December vouchers for \$509,383.80, MC.

Building Permit Report: McKinney reported that no building permits were issued in December.

Unfinished Business

Discussion and possible action on Ordinance 01-2012 Regarding the Storage of Recreational Vehicles

Motion (Bjorge, Qualle) to approve Ordinance 01-2012 as submitted, MC.

New Business

Discussion and possible action on the 2012 Columbia County Sheriff Police Protection Agreement

McKinney noted that the 2012 contract would provide the same hours per month at the same cost per hour as the 2011 contract.

Motion (Stewart, Qualle) to approve the 2012 Columbia County Sheriff Police Protection Agreement as submitted, MC.

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Discussion and possible action on hiring an on-call, short-term snow plow operator

McKinney noted that two individuals were contacted regarding this position. He added that Scott Elert offered his services for \$25.00 per hour and Joe Manthe offered his services for \$20.00 per hour.

Motion (Stewart, Qualle) to hire Joe Manthe as an on-call, short-term snow plow operator at a rate of \$20.00 per hour, MC.

Discussion and possible action on changes to the Employee Handbook regarding pay periods

McKinney noted that the updates to the Employee Handbook are intended to change the workweek to reflect the existing Public Works work schedule. He added that these updates include changing the workweek from a Monday to Sunday workweek to a Saturday to Friday workweek and reorganizing the workweek in the handbook so that the employee that is scheduled to work an hour on Saturday and Sunday is also scheduled to leave two hours early on the following Friday, which falls in the same workweek.

Motion (Stewart, Bjorge) to approve the changes to the Employee Handbook as submitted, MC.

Discussion and possible action on renting out Village property within Prairieland Phase IV

McKinney noted that he spoke with Dennis Kelley regarding this issue and reported that Kelley felt that he did not farm as much of the Village's property as the Village believes. McKinney presented an acreage breakdown of Phase IV, which showed that Kelley owns 45.42 of the 71.89 acres in Phase IV, while the remainder of Phase IV is split between the Village with 26.39 acres and the Wisconsin Department of Transportation with 0.01 acres, while 0.07 acres in Phase IV are unaccounted for. The Village Board asked McKinney to contact Kelley to offer to permit farming on Village-owned property in Phase IV for \$1,000.00 per year in rent if he were willing to install a gravel driveway to the lift station at the northwest corner of the development.

No formal action was taken by the Board on this agenda item.

Other

The Board requested information about several items in the 2011 General Fund budget, including the excess expenditures in the Public Works – Supplies and Expense line item and the large amount of funds remaining in the Parks – Mower Repairs and Gas line item. McKinney noted that the funds remaining in the Mower Repairs line item was the result of mower maintenance being scheduled for early 2012 rather than late 2011. He added that mower maintenance would not be done again until early 2013 to prevent doubling of those expenses in the 2012 budget.

Adjournment

Motion (Bjorge, Qualle) to adjourn, MC. The meeting was adjourned at 9:48 p.m. The next regularly scheduled Village Board meeting is Monday, February 13, 2012, at 6:30 p.m.

Michael McKinney
Village Clerk

**Village of Arlington
P.O. Box 207
Arlington, Wisconsin 53911-0207**

Dog License Form

You are required to license each dog you own. Dog licenses are valid for January 1 - December 31 of the license year. The Village will not issue a license without proof of a current rabies vaccination. Please send a completed dog license form, a copy of a current rabies vaccination certificate, a check for the amount of the license(s) and a **self addressed stamped envelope** to **Village of Arlington, P.O. Box 207, Arlington 53911-0207.**

Fees: Male or Female dog \$10.00 Neutered or Spayed dog \$5.00

All dog(s) not registered by April 1st will be charged a \$5.00 per dog late fee.

Detach and mail with check & self addressed stamped envelope

Owner: _____ Phone number _____

Street Address: _____

Name	Breed	M/F	Color	Neutered/ Spayed?	Date of Vaccination	Rabies Exp. Date
1.	_____	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____	_____

Please include a copy of your dog's current rabies vaccination certificate