

**ALLOUEZ VILLAGE BOARD MEETING
TUESDAY, FEBRUARY 1, 2022
6:30 P.M., ALLOUEZ VILLAGE HALL**

CALL TO ORDER / ROLL CALL

President Rafter called the meeting to order at 6:30 p.m.

Present: Atwood, Deutsch, Genrich, Green, Harris, Rafter, Sampson
Also Present: Beauchamp, Fuller, Gehin, Lange, DEO Vogel

MODIFY / ADOPT AGENDA

Harris / Atwood moved to adopt the agenda as presented. Motion carried.

ANNOUNCEMENTS

- a. Village will be receiving sealed bids for Street Resurfacing & Doty SRTS Proposed Sidewalk Construction
- b. Allouez Winter Family Skate Night on February 4th from 4:30p.m.-8:30p.m. at Green Isle Ice Rink

Trustee Sampson- Central Brown County Water Authority Board added a new member, Village of Denmark.

PUBLIC COMMENT

Steve Soukup, 2688 Hillside Heights Drive

- Daughter bought a home in Allouez in 2020 and believes her home was unfairly assessed due to revaluation in 2021.

Haisan Williams, 111 Hoffman Road

- Purchased a home in Allouez not knowing it was located in Allouez. Registered sex offender and Allouez ordinance does not allow residency at the address.
- No one agrees with sex offender residency restrictions and believes text of the ordinance is based on fear. Hopes the Board would consider more information.

Tammy Konitzer-Williams, 111 Hoffman Road

- Invited Board to the Museum to view her painting on display. Disappointed and frustrated with sex offender residency restrictions.

POLICY ON WATER WRITE-OFFS

J. Beauchamp

- Utility billing will review outstanding receivables monthly and landlords of delinquent tenant accounts will be notified on a monthly basis.
- Accounts with delinquent amounts for services rendered prior to October 1st of each year will be levied as a tax against the lot or parcel of real estate for which the utility service was furnished per WI Stat§66.0809(3).
- Policy was approved at the Finance/Personnel Ad Hoc Committee meeting on January 24, 2022.

Recommends the following policy:

- Amounts on closed accounts of \$5 or less may be written off without approval.
- Accounts deemed uncollectible greater than \$5, and up to \$500, may be written off with the approval of the Finance Director.
- Accounts deemed uncollectible greater than \$500, and up to \$2,500, may be written off with the approval of the Administrator.
- Accounts deemed uncollectible greater than \$2,500 may be written off with the approval of the Village Board.
- In the first quarter of the calendar year, utility billing shall prepare an annual report for the Village Board of customer utility accounts written off in the preceding year.

Discussion:

- Board will still receive an annual report (checks and balances).
- Write-off: some accounts are not collectable due to bankruptcy.
- Procedure has changed over the last year by notifying landlords of delinquent bills.

Genrich / Sampson moved to approve the water write-off policy as recommended by the Finance/Personnel Ad Hoc Committee. Motion carried. (Green voted nay.)

PETITION FROM BRIAN MARTINSON – SCHEDULE PUBLIC HEARING FOR THE REZONING OF PARCEL AL-1981-2, LOCATED AT 315 BEAUPRE STREET AND LEGALLY DESCRIBED AS: 12,557 SQ FT J W WOODRUFF'S PLAT SLY 157 FT OF E1/2 OF LOT 18 & SLY 157 FT OF WLY 5 FT OF LOT 19, FROM "R1-75" (Single Dwelling Detached) to "R2" (Two-Unit Residential) (from Plan Comm 1/24/22)

T. Fuller

- The parcel in question currently has an upper/lower duplex on the property, which is not allowed under the current "R1-75" zoning district.
- It is unclear when the property was converted to a duplex, as records show the zoning has always been zoned for a single family dwelling (records dating as far back as 1962) and the property only has one water meter.
- The illegal non-conforming use came to the attention of the village through a bank title search and inquiry. The property owner would like to rezone the property to "R2" and keep the property as a duplex.
- Plan Commission recommended approval at their meeting on January 24, 2022.

Discussion:

- Has staff entered the home to take a look at the property? How do we know it is being used as a duplex? (Fuller clarified the home has two separate entrances, two electric meters, but one water meter.)
- Inspector not required to enter the home (liability).
- Separate entrances/exits & separate utilities constitute a two family dwelling.

Rafter/ Green moved to approve scheduling a public hearing for the rezoning of Parcel AL-1981-2 contingent upon property being compliant with zoning code and to include having separate utilities. Motion carried.

PETITION FROM GENERAL CAPITAL ACQUISITIONS, LLC. – SCHEDULE PUBLIC HEARING DESIGN EXCEPTION FOR THE PROPOSED MIXED-USE DEVELOPMENT LOCATED AT 1905 S. WEBSTER AVENUE, PARCELS AL-50-10 & AL-50-9-3 (current vacant Webster Mall property) (from Plan Comm. 1/24/22)

Harris / Deutsch moved to schedule a public hearing on March 1, 2022 for the design exception for the proposed mixed-use development located at 1905 S. Webster Avenue. Motion carried.

HOUSING REPORTS

T. Fuller prepared and provided a summary of:

- a. 2022 Housing Affordability Report
- b. 2022 New Housing Fee Report

Harris / Genrich moved to accept and place on file the 2022 Housing Affordability Report and 2022 New Housing Fee Report. Motion carried.

PRELIMINARY CSM FOR PARCEL AL-508 (220 Coolidge Street)

Green/Sampson moved to accept and place on file the CSM for parcel AL-508. Motion carried.

Sampson / Harris moved to:

- a. Approve Village Board minutes dated 12/21/21, 1/04/22, 1/18/22
- b. Accept and Place on File minutes from:
 - i. Plan Commission dated 12/20/2021
 - ii. Public Works Committee dated 12/15/2021
- c. Approval of accounts payable dated 12/30/21, 1/7/22, 1/14/22, 1/21/22

Motion carried.

AMENDMENT TO THE ENGINEERING AGREEMENT BETWEEN THE VILLAGE OF ALLOUEZ AND THE OWNER OF 2354 RIVERSIDE DRIVE PROPERTY

Genrich / Green moved to approve the amendment to the Engineering Agreement between the Village of Allouez and the owner of 2354 Riverside Drive. Motion carried.

FUTURE AGENDA ITEMS

- None

CONVENE INTO CLOSED SESSION

Sampson/ Deutsch moved to convene into closed session pursuant to Wis. Statute 19.85(1)(e), deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Roll call vote: Harris – aye, Genrich – aye, Green – aye, Rafter – aye, Deutsch - aye, Atwood- aye, Sampson- aye. Motion carried.

RECONVENE INTO OPEN SESSION

Harris / Green moved to reconvene into open session. Motion carried. No action taken.

ADJOURNMENT

Atwood / Green moved to adjourn at 8:00 p.m. Motion carried.

Minutes submitted by Carrie Zittlow, Clerk/Treasurer