

VILLAGE OF PADDOCK LAKE BOARD OF TRUSTEES MEETING
WEDNESDAY, SEPTEMBER 20, 2017, 7 PM

The meeting was called to order at 7:00 pm by President Burns

Village Board attendance: President Burns; Trustees Barb Brenner, Kathy Christenson, Gary Kaddatz, Chris Kram, Robert Spencer and Gloria Walter.

Staff present: Administrator Tim Popanda and Deputy Clerk-Treasurer Michelle Shramek. Also present was Attorney Jeff Davison.

The meeting agenda was posted Monday, September 18, 2017, 2 pm at the Village Hall, on the Village website, Southport Bank - Paddock Lake Branch and BMO Harris Bank – Paddock Lake Branch

President Burns moved to approve the minutes from the August 16, 2017 regular board meeting. Corrections to the minutes include a second and a roll call vote on the Baxter & Woodman motion. Seconded by Trustee Brenner and approved by roll call vote (7-0).

Allowances & Disallowances: August 1, 2017 – August 31, 2017 totals \$2,264,500.00. President Burns moved to approve the Allowances & Disallowances as presented. Seconded by Trustee Kram and approved by roll call vote (7-0).

President Burns moved to suspend the Rules of Order to allow citizens to address the board during committee reports. Seconded by Trustee Walter and approved by roll call vote (7-0).

PRESENTATIONS, PETITIONS & COMMUNICATIONS:

Engineers Report

- No additional items since the Committee of the Whole.

Community Library Report – Trustee Walter

- The next meeting will be Monday, August 28th, 6:30 pm at the Twin Lakes facility, the by laws will be discussed.
- The library web site has local history donated by Linda Valentine that is very interesting
- President Burns went over the plans the library has to do from the results of the survey. Trustee Christenson asked for a copy of the survey results and the plan.

Building & Zoning Report & Storm Water Management Report – Tim Popanda

- There has been discussion with a developer to build a third building at Paddock Lake Heights when the new water system is put in so they would have water suppression.
- Administrator Popanda is working on an ordinance amendment on density of impervious surfaces.

Elected County or State officials

- County Supervisor John Poole reported at the County meeting there was discussion about the purchase of a full body scanner for the jail purchased with money from the inmate commissary fund.
- Walk your socks off has finished up for the season. Eight teams walked 27,000 miles in 4 months.
- Thanked everyone for the help at Octoberfest.

REPORTS OF STANDING COMMITTEES

Finance & Administration – President Burns

President Burns moved to pay all bills over \$1,000 as presented. Seconded by Trustee Christenson and approved by roll call vote (7-0)

President Burns moved to authorize the Village Administrator to offer David Woodstock temporary seasonal employment as a DPW staff member. Term of employment will be from September 21, 2017 through December 1, 2017 at an hourly rate of \$10.00 without village sponsored benefits. Seconded by Trustee Christenson and approved by roll call vote (7-0)

President Burns moved to approve the damage claim policy and supporting documents. Seconded by Trustee Brenner and approved by roll call vote (7-0)

President Burns moved to approve driveway culvert policy. Seconded by Trustee Kaddatz and approved by roll call vote (7-0)

President Burns moved to approve the preliminary resolution for special assessments for properties in Village of Paddock Lake as per attached schedule "A". Seconded by Trustee Kaddatz and approved by roll call vote (7-0)

President Burns moved to approve Resolution R17-10, a resolution requesting exemption from County Library Tax for the 2018 budget. Seconded by Trustee Brenner and approved by roll call vote (7-0)

Judiciary & Licensing – Trustee Kram

Trustee Kram moved to issue new Operators License(s) to the following: Zackary Swenney-Smith and Benjamin Yelton-Stanley (Paddock Lake BP). Applicant has completed the Responsible Beverage Servers class and background checks. Licensed expires 06/30/2018. Seconded by Trustee Spencer and approved by roll call vote (7-0)

Court Report for August 2017 was reviewed.

Police & Fire - Trustee Walter

- The fire and rescue report has not been received by the Fire Department.
- The Sheriff's department report was reviewed.
- The water patrol report will be given at the October meeting with a detail of the season.
- Trustee Christenson asked about the graffiti on the Frontier building. The Sheriff's Department has been informed and they are working on an investigation.

Health, Welfare & Recycling – Trustee Spencer

- No report

Buildings & Grounds - Trustee Brenner

Trustee Brenner reported that the agenda item for the park pavilion was pulled by the Village President. She read an excerpt from the League of Municipalities publication on elected officials that stated Village Presidents may not pull items from an agenda. Attorney Davison agreed that the President could not pull items from the agenda. President Burns stated that this is a procedural issue and items to be discussed do not need a motion. Trustee Christenson stated that the members of the Board agreed at the Committee of the Whole meeting that a motion would be made at the Board meeting to have staff move forward with the planning of the pavilion. Trustee Brenner would like the motion returned to the agenda next month

Trustee Brenner moved to authorize the Village Administrator to issue village purchase order #4667 to Hoernel Lock and Key to install new door hinges on the two main entry doors and the north door. Cost

not to exceed \$1465.00. Costs to be allocated to account # 01-31-00-516-364. Seconded by Trustee Christenson and approved by roll call vote (7-0)

Public Works – Trustee Kaddatz

- No additional information from the Committee of the Whole meeting.

Trustee Kaddatz moved to approve Resolution #R17-11, approving the water utility district vulnerability study. Seconded by Trustee Christenson and approved by roll call vote (7-0).

Trustee Kaddatz moved to approve Baxter & Woodman work order #170964.40 to design engineering and project oversight of rehabilitation of sanitary sewers. Seconded by Trustee Brenner approved by roll call vote (7-0).

Tree Commission – Trustee Christenson

Trustee Christenson moved to approve ash tree removal assistance to Ryley Wier of 6019 248th Ave in the amount of \$350 and Ronald Lucius of 6042 239th Ave in the amount of \$640. Seconded by Trustee Brenner and approved by roll call vote (7-0).

REPORTS OF VILLAGE OFFICIALS:

President – Terry Burns

- The Octoberfest was a success there were 4,000 in attendance. The committee is currently looking for a sponsor for the fireworks.
- There will be safety lunch this Friday (9/22) with a walk safe presentation.
- The schedule for the budget workshop has been changed. Trustee Walter will be late on night of the second workshop.

Clerk-Treasurer – Emily Uhlenhake (Michelle Shramek)

- August treasurer report included in packet

Administrator – Tim Popanda

- The fall newsletter draft has been presented. For any changes please contact Tim within the next couple of days.
- The village currently uses the last survey and the CIP for the Village's "strategic plan"

Attorney – Jeff Davison

- Nothing to report

Old Business: None

New Business: Trustee Kram asked how much more money needs to be raised for the band shell. President Burns stated that the County is pursuing an RFP for costs.

Citizen Comments: None

At 7:50 pm Trustee Kram moved to adjourn. Seconded by Trustee Spencer and approved unanimously by voice vote.

Respectfully submitted,

Michelle Shramek
Deputy Clerk-Treasurer
Village of Paddock Lake