

VILLAGE OF PADDOCK LAKE BOARD OF TRUSTEES MEETING  
WEDNESDAY, AUGUST 15, 2012, 7 PM

The meeting was called to order at 7:02 pm by President Goodson.

Village Board attendance: President Goodson, Trustees Barbara Brenner, Terry Burns, Jake Hansen, Jill Smart and Patricia Warner. Excused: Chris Bucko

Staff present: Administrator/Building Inspector Tim Popanda, Clerk/Treasurer Emily Uhlenhake, Deputy Clerk/Treasurer, Attorney Jeff Davison, Engineers Bob Benson and Greg Boldt.

The meeting agenda was posted Monday, August 13<sup>th</sup>, 4:30 pm at the Village Hall, Southport Bank ó Paddock Lake Branch and M&I-BMO Harris Bank ó Paddock Lake Branch.

President Goodson moved to approve the minutes from the Regular Board meeting (07/18/12). Seconded by Trustee Hansen and approved by roll call vote (6-0).

Trustee Warner moved to suspend the Rules of Order to allow citizens to address the board during committee reports. Seconded by Trustee Burns and approved by roll call vote (6-0).

Allowances & Disallowances: July 19, 2012 ó August 15, 2012, checks 18707 - 18827 totaling \$896,483.02. Trustee Smart moved to approve the Allowances & Disallowances as presented. Seconded by Trustee Warner and approved by roll call vote (6-0).

**PUBLIC HEARING RELATING TO NATIONAL FLOODPLAIN INSURANCE PROGRAM**

President Goodson moved to open the public hearing to take public comments pertaining to the proposed flood plain ordinance, flood rate maps and enrollment into the flood insurance rate program. Seconded by Trustee Burns and approved by roll call vote (6-0).

The public hearing notice was published in the Kenosha News August 2, 3, 4, 2012 and posted at the Village Hall, Southport Bank ó Paddock Lake Branch and M&I-BMO Harris Bank ó Paddock Lake Branch August 2, 2012. There were no public comments.

President Goodson moved to close the public hearing. Seconded by Trustee Warner and approved by roll call vote (6-0).

**PRESENTATIONS, PETITIONS & COMMUNICATIONS:**

*Engineers Report* –Greg Boldt: WWTP construction is progressing smoothly and is ahead of schedule. There will be a final pay request tonight for the 250<sup>th</sup> Avenue project wrapping up the 2011 road project.

*Community Library Report* ó Glenda Morey: The library is applying for a business credit card that will give cash rewards. The Town of Salem is currently using this card successfully. Usage numbers at the Twin Lakes and Silver Lake branches remain steady. The blacktop and concrete at the Salem branch will be repaired soon. The board meets next on August 28<sup>th</sup>, 6:30 pm at the Salem branch.

*Building & Zoning Report* ó Tim Popanda: A new single family home is under construction on 67<sup>TH</sup> Street west of 248<sup>th</sup> Avenue. American Cellular will be opening a store in the village. There may need to be a special meeting in early September relating to correcting a service issue on the cell tower behind the village hall.

*Storm water Management Report* ó Tim Popanda: Debris is being removed from the ditches and catch basins. The lake level is up about 6 inches from the recent rains, but the overall level is still down about 18 inches.

*Elected County or State Officials* ó No reports

*2012 Financial Plan* ó Jim Mann of Ehlers & Associates reviewed the existing debt of the village and made recommendations to restructure existing debt. This restructuring would take advantage of the currently low interest rates and stretch out some upcoming balloon payments. This could be up to \$215,452 in savings. Trustee Burns inquired if it would be beneficial for the village to seek bond rating. Ehlers will perform an internal analysis to see if it is feasible. A resolution to move forward with selling obligation to facilitate the restructuring will be brought forward in September.

#### REPORTS OF STANDING COMMITTEES

*Finance & Administration* – President Goodson reviewed the August 8<sup>th</sup> meeting. There was a closed session to relating to property in the village. No action is being taken at this time.

President Goodson moved to pay bills over \$1,000 as presented. Seconded by Trustee Smart and approved by roll call vote (6-0).

President Goodson moved to pay Tom Porps General Maintenance in the amount of \$1,055 for filing cabinet locks and installation. Seconded by Trustee Brenner and approved by roll call vote (6-0).

President Goodson moved to approve the upgrading of the MSI software and Runtime for the office computers from Municipal Software, Inc., cost not to exceed \$1,555. Seconded by Trustee Warner and approved by roll call vote (6-0).

#### REPORTS OF STANDING COMMITTEES

*Judiciary & Licensing* - Trustee Smart: The committee will meet at the end of August.

July 2012 Court Report: 45 traffic tickets, 1 parking ticket and 16 village ordinance tickets were issued. These 62 tickets were issued to 61 adults and 1 juvenile. The bank balance at the end of the month was \$1,166.87.

Trustee Smart moved to approve operator license applications for the Kelly Humphrey (Brass Ball Mobil) and Zachary Tritten (Paddock Lake BP) ó for the period of August 16, 2012 through June 30, 2013. Seconded by Trustee Hansen and approved by roll call vote (6-0).

Trustee Smart moved to approve a Temporary Class B retail License for Westosha-Salem Kiwanis for Oktoberfest, September 22, 2012; application fee waived. Seconded by Trustee Hansen and approved by roll call vote (6-0).

*Police & Fire* - Trustee Hansen (pro tem): The committee met August 8<sup>th</sup>. There was discussion on the use of golf carts in the village, but more information is needed before a decision can be made. The committee is still working on Neighborhood Watch plans.

*Parks*–Trustee Warner: the committee met August 2<sup>nd</sup> to discuss the shoreline restoration at Hoag Park. Recycling totes will be placed at Hoag, Senior Citizen, McAlonan and Erickson parks. Santa will visit at the Village Hall December 15<sup>th</sup> and there will be pumpkin decorating for the kids in October. The final Picnic in the Park will be Tuesday, August 21<sup>st</sup> at McAlonan, noon until 2 pm.

Trustee Warner moved to approve the repair of Hoag Park's eroded shoreline with a total in-house cost not to exceed \$5,500. The board's approval is contingent upon approval of the project and cost sharing by the Paddock Lake Rehabilitation District at its annual meeting August 18, 2012. Seconded by Trustee Burns and approved by roll call vote (6-0).

*Health, Welfare & Recycling* ó Trustee Burns: No meeting in August. The July recycling rebate was slightly over \$1,800 and the year to date rebate is about \$11,800; these numbers will factor into the proposed rebate program. Trustee Burns informed the board that there are funds available through a Clean Sweep program that would make a deposit box available for residents to drop off expired medicines. The program is administered through the Kenosha County Health Department. Administrator Popanda is checking into the details.

*Buildings & Grounds* ó Trustee Brenner: The committee met August 7<sup>th</sup>. Annex building repairs were discussed. There will not be any motion at this time for the agenda item pertaining to heating and air conditioning alterations. It was also discussed to get an exterior bulletin board to be located by the village hall front doors for posting notices.

Trustee Brenner moved to approve painting contract for the annex building at 7001 236<sup>th</sup> Avenue with A&D Painting, Burlington, Wis. in the amount of \$3,950 contingent upon the village board approval of the annex building leases. Seconded by Trustee Burns and approved by roll call vote (6-0).

Trustee Brenner moved to approve the carpet and flooring contract for replacement of flooring at the annex building, 7001 26<sup>th</sup> Avenue with Hastings Carpet & Tile, Paddock Lake in the amount of \$4,550 contingent upon the approval of the annex building leases. Seconded by Trustee Burns and approved by roll call vote (6-0).

Trustee Brenner moved to approve carpentry contract for the annex building at 7001 236<sup>th</sup> Avenue with JK Building LLC, Paddock Lake in the amount of \$4,122, contingent upon the approval of the annex building leases. Seconded by Trustee Burns and approved by roll call vote (6-0).

No action was taken on the agenda item relating to heating and air conditioning alterations for the annex building.

*Public Works* - Trustee Hansen reviewed the August 8<sup>th</sup> meeting.

Trustee Hansen moved to approve the purchase of a new 25 cubic yard, self-contained leaf vac collection system; model number SCL800Tm25, from ODB Co., Richmond, VA, total sum of \$39,830. Seconded by Trustee Brenner and approved by roll call vote (6-0).

Trustee Hansen moved to approve CD Smith pay request #11 in the amount of \$311,319 for waste water treatment plant improvements. Seconded by Trustee Smart and approved by roll call vote (6-0).

Trustee Hansen moved to approve the final pay request from Payne & Dolan for 2011 road construction project on 250<sup>th</sup> Avenue in the amount of \$47,546.11. Seconded by Trustee Smart and approved by roll call vote (6-0).

*Tree Commission* ó President Goodson: No trees will be planted on 248<sup>th</sup> Avenue until fall.

## **REPORTS OF VILLAGE OFFICIALS:**

*President* ó M. Goodson:

President Goodson moved to approve the adoption of the following floodplain maps: 55059CO161D; 55059CO142D; 55059CO154D; 55059CO134D; 55059CO153D; 55059CO162D. Seconded by Trustee Hansen and approved by roll call vote (6-0).

President Goodson moved to waive the first reading of proposed ordinance 12-03 relating to the floodplain ordinance chapter 41. Seconded by Trustee Warner and approved by roll call vote (6-0).

President Goodson moved to approve ordinance 12-03 adopting floodplain ordinance chapter 41. Seconded by Trustee Brenner and approved by roll vote (6-0).

*Clerk-Treasurer* – E. Uhlenhake: The July treasurer's report is included in the packet. The village hall will be closed Monday, September 3<sup>rd</sup> in observance of Labor Day.

*Administrator* – T. Popanda: The handicap accessible door has been installed at the village hall front entrance. The insurance has paid the July lightning strike claim.

*Attorney* J. Davison: No report

*Old Business*: None

*New Business*: None

*Citizen Comments*: None

At 8:42 pm President Goodson moved to go into closed session per Wisconsin State Statute 19.85(1)(e) for the purpose of negotiating lease for the annex building. The board will return to open session. Included in the session will be Administrator Tim Popanda, Attorney Jeff Davison and Clerk-Treasurer Emily Uhlenhake. Seconded by Trustee Hansen and approved by roll call vote (6-0).

At 8:55 pm President Goodson moved to return to open session. Seconded by Trustee Hansen and approved by roll call vote (6-0).

Trustee Brenner moved to approve leases for annex building subject to allowing the Village Administrator the latitude to make minor adjustments in the language and start date. Seconded by Trustee Burns and approved by roll call vote (6-0).

At 9 pm Trustee Hansen moved to adjourn. Seconded by Trustee Smart and approved unanimously by voice vote.

Respectfully submitted,

Emily Uhlenhake, Clerk/Treasurer  
Village of Paddock Lake