

VILLAGE OF PADDOCK LAKE BOARD OF TRUSTEES MEETING  
WEDNESDAY, JUNE 20, 2012, 7 PM

The meeting was called to order at 7:05 pm by President Goodson.

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

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

The meeting agenda was posted Monday, June 18<sup>th</sup> 3:30 pm at the Village Hall, Southport Bank – Paddock Lake Branch and M&I-BMO Harris Bank – Paddock Lake Branch.

President Goodson moved to approve the minutes from the Regular Board meeting (05/16/12). Seconded by Trustee Warner and approved by roll call vote (6-0).

Allowances & Disallowances: May 15, 2012 – June 13, 2012, checks 18394 - 18569 totaling \$963,617.06. President Goodson moved to approve the Allowances & Disallowances as presented. Seconded by Trustee Bucko and approved by roll call vote (6-0).

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

Auditor Kathy Andrea reviewed the 2011 Audit for the board. All general accounts are in order and there were no expenditures over budget. The Sanitation Fund and the Water Fund are not operating at a loss. There will be an accounting correction for allocation of Park Fund expenses which does not affect the bottom line. One third of the Community Library assets have been added to the village's fixed asset since the village is part owner of the library. The additional auditing requirements for the Clean Fund Loan have been completed. The office staff does a good job of internal controls for being a small staff.

**PUBLIC HEARING FOR APPROVAL OF 2012-2013 LIQUOR LICENSES & CABARET LICENSES**

Trustee Smart moved to open a public hearing for liquor license applicants and cabaret license applicants. Seconded by Trustee Bucko and approved by roll call vote (6-0).

There were no public comments. Staff reported there were no issues that would prevent the approval of any of the licenses.

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

**PRESENTATIONS, PETITIONS & COMMUNICATIONS:**

*Engineers Report* –Greg Boldt: WWTP construction is on schedule. Four proposals were received for the Central High School Multi-Use Trail and they will be evaluated by the ad-hoc committee that will be appointed later in the meeting.

*Community Library Report* – Glenda Morey: The library board met May 22<sup>nd</sup> at the Twin Lakes facility. New board members include Diane Tesar, Bill Watson and Kevin Fitzgerald. The driveway at Salem still has not been fixed. The next meeting is June 25<sup>th</sup>, 6:30 pm at Salem.

*Building & Zoning Report* – Tim Popanda: May 17<sup>th</sup> through June 20<sup>th</sup> 15 building permits were issued with a valuation of \$88,300. Fees collected equaled \$1,140.

*Storm water Management Report* – Tim Popanda: There has not been any significant rain, therefore no problems.

*Elected County or State Officials* – No reports. Kenosha County Register of Deeds candidate Paula Blise introduced herself to the board.

#### REPORTS OF STANDING COMMITTEES

*Finance & Administration* – President Goodson reviewed the minutes from the June 13<sup>th</sup> meeting.

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

President Goodson moved to approve the 2011 Financial Audit with changes as presented. Seconded by Trustee Warner and approved by roll call vote (6-0).

President Goodson moved to approve the Public Records Policy as presented. Seconded by Trustee Bucko and approved by roll call vote (6-0).

President Goodson moved to purchase four computers from Stevens Technology Solutions, not to exceed \$929.97 each. Two computers to replace the Clerk-Treasurer's and Deputy Clerk-Treasurer's as budgeted for 2012; one computer as a replacement for the police as budgeted for 2012 and one computer for the sewer plant, budgeted through the new WWTP expenses. Seconded by Trustee Smart and approved by roll call vote (6-0).

President Goodson moved to purchase a router from Platinum Systems, not to exceed \$1,157.00. Seconded by Trustee Brenner and approved by roll call vote (6-0).

By unanimous group consent the President's Report was brought forward.

#### REPORTS OF VILLAGE OFFICIALS:

Ehlers & Associates representative Jim Mann reviewed the proposed Tax Increment District for the purpose of completing the west side water system. Village Board approval sends the plan to the Joint Review Board for final approval. Village staff facilitated an informational meeting for all business owners in the proposed district. The actual costs to the property owners cannot be determined until after the bid process is complete. The property south of Hartnell Chevrolet, owned by Countryside Commerce will be attaching to the Village of Paddock Lake.

*President - M. Goodson:*

President Goodson moved to waive the first reading of Ordinance 12-02 relating to the attachment of parcel 65-4-120-101-0401, Countryside Commerce Center LLC. Seconded by Trustee Brenner and approved by roll call vote (6-0).

President Goodson moved to approve Ordinance 12-02 as presented. Seconded by Trustee Hansen and approved by roll call vote (6-0).

President Goodson moved to approve Resolution R12-04, A Resolution Approving the Project Plan and Establishing the Boundaries for creation of Tax Increment District No. 1, Village of Paddock Lake, Wisconsin. Seconded by Trustee Bucko and approved by roll call vote (6-0).

President Goodson moved to appoint Marlene Goodson, Jake Hansen, Dr. Scott Pierce and Henry Billingsley for the Traffic Enhancement Grant Committee. Seconded by Trustee Bucko and approved by roll call vote (6-0).

#### REPORTS OF STANDING COMMITTEES

*Judiciary & Licensing* - Trustee Smart reviewed the minutes from the May 29<sup>th</sup> meeting.

May 2012 Court Report: 45 traffic tickets, 10 parking tickets and 20 village ordinance tickets were issued. These 75 tickets were issued to 58 adults and 17 juveniles. The bank balance at the end of the month was \$1,166.87.

Trustee Smart moved to approve Class A (beer only) for Triple B Enterprises – Judith Ann Schwartz, agent (Brass Ball Mobil); Paddock Lake BP Operating Group – Judith Ann Schwartz, agent (Paddock Lake BP); JRP Petroleum, Inc. – Jaswinder Kaur, agent (Paddock Lake Citgo); Sukdev Petroleum, Inc. – Parminder Singh, agent (Paddock Lake Shell); New Midwest Rentals LLC – Julie Santroch, agent (Paddock Lake Marathon #301) for the period July 1, 2012 through June 30, 2013. Seconded by Trustee Bucko and approved by roll call vote (6-0).

Trustee Smart moved to approve Class A combined (beer & intoxicating liquor) licenses for ATJ Foods, Inc. – Marvin Jenkins, agent (Lakeside Sentry) and Walgreen Co – Curtis McCoy, agent (Walgreens #05935) for the period July 1, 2012 through June 30, 2013. Seconded by Trustee Hansen and approved by roll call vote (6-0).

Trustee Smart moved to approve Class B Combined (beer & intoxicating liquor) for Drifter's Bar & Grill LLC – Shawn Russ, agent (Drifter's); Promiseland Family Restaurant – Alfredo Jaimes, owner; Vigas Log Cabin, Inc. – Cesar Jaimes, agent (La Cabana Mexican Restaurant) for the period July 1, 2012 through June 30, 2013. Seconded by Trustee Warner and approved by roll call vote (6-0).

Trustee Smart moved to approve cabaret license for Drifters Bar & Grill per local ordinance 23.01 with the following conditions: No music after 11 pm Sunday through Thursday; Friday & Saturday 2 am. Also to La Cabana Mexican Restaurant per local ordinance 23.01 and the following conditions: No music after 11 pm Sunday through Thursday; Friday & Saturday 2 am for the period July 1, 2012 through June 30, 2013. Seconded by Trustee Hansen and approved by roll call vote (6-0).

Trustee Smart moved to approve cigarette licenses for Walgreens #05935, Brass Ball Mobil, Paddock Lake BP, Paddock Lake Shell, Paddock Lake Citgo, Lakeside Sentry, Family Dollar, and Paddock Lake Marathon for the period from July 1, 2012 through June 30, 2013. Seconded by Trustee Hansen and approved by roll call vote (6-0). Please note that Drifters was listed on the agenda for approval, but they did not apply for a cigarette license.

Trustee Smart moved to approve the following coin machine licenses for Drifters Bar & Grill: Juke box (1), Black jack game (1), pool tables (2), dart board (1), Bugs video game (1), Carnival video game (1), War video game (1); also for Redbox Automated Retail LLC: (1) kiosk at Lakeside Sentry and (2) kiosks at Walgreens. These licenses are for July 1, 2012 through June 30, 2013. Seconded by Trustee Hansen and approved by roll call vote (6-0).

Trustee Smart moved to approve operator license renewal applications for the following: Brass Ball Mobil – Barbara J. Bell, Dorene Hardy, Mark Miller, Susan L Nejedly, Ronald V. Plants, Aaron Schiavone, Margaret Tillich, Rebecca Wickersham, Sean McBurney, Bonita Morton; Walgreens – Kristin Francour, Christine Dorfner, Curtis McCoy, Gilbert Larson, Christina Klaus; Lakeside Sentry – Helene H. Peterson, Marie L. Weis, Sandra Whitely, Sandra Christison, Deborah Schickel, Timothy Shuemate, Jeffrey Krueger, Christine Trombini; Paddock Lake BP – Philip Albers, Calvin DeLabio, Audrey Girardi, Patti A. Holbek, Mary Lester, Wendy Mesmer; Drifters – Tara Morgan, Crystal Sloan, Sara Hughes, Kenneth Clelland, Jacqueline Clark, Theresa Brucks, Andrea Belsky; Promiseland Family Restaurant – Alfredo Jaimes, Tara Lynn Morgan, Nancy Schaum; Paddock Lake Citgo – Jaswinder Kaur; La Cabana – Jamie Grogan, Amparo Trevino, Tiffany Hanson; Paddock Lake Shell – Parminder Singh for the period of July 1, 2012 – June 30, 2013. Seconded by Trustee Bucko and approved by roll call vote (6-0).

Trustee Smart moved to approve new operator licenses for: Lakeside Sentry – Diana VanDaele, Anthony Hansen; La Cabana – Abby Padlock; Paddock Lake Shell – Lorraine Lang for the period July 1, 2012 – June 30, 2013. Seconded by Trustee Hansen and approved by roll call vote (6-0).

*Police & Fire* - Trustee Bucko reviewed the June 13<sup>th</sup> meeting. There is a burning ban until further notice which includes recreational fires. The next meeting will be July 10<sup>th</sup> at 4 pm.

Trustee Bucko moved to approve the 2011 revised emergency services contract with the Town of Salem. Seconded by Trustee Brenner and approved by roll call vote (6-0).

*Parks*–Trustee Warner thanked all donors for the Picnic in the Park event; the next picnic is July 17<sup>th</sup> at Hoag Park. After Dark in the Park movie night is June 29<sup>th</sup> at Old Settlers Park. The Bike Parade is July 4<sup>th</sup> lining up at McAlonan Park at 9:30 am. There will decorated bike prizes, best costume prizes and a magician will perform at 12 noon. Members of the Southern Lakes Blue Devils semi pro football team will be assisting at this event.

*Health, Welfare & Recycling* – No report.

*Buildings & Grounds* – Trustee Brenner reviewed the June 6<sup>th</sup> meeting. The next committee meeting will be July 12<sup>th</sup> at 4:30 pm.

Trustee Brenner moved to approve the mold remediation in the amount of \$1,050 to the Air Doctor, contingent on the build out of the annex building. Seconded by Trustee Hansen and approved by roll call vote (6-0).

*Public Works* - Trustee Hansen briefly reviewed the June 13<sup>th</sup> meeting.

Trustee Hansen moved to approve allowing the Village Administrator to sell the following surplus equipment with Public Surplus: Trojan Ultra Violet disinfection unit, two non operable Honda powered trash pumps and man-hole grouting pump. Seconded by Trustee Smart and approved by roll call vote (6-0).

Trustee Hansen moved to approve Kenosha County Highway Department to patch various areas of village pavement at a cost not to exceed \$15,000. Seconded by Trustee Warner and approved by roll call vote (6-0).

Trustee Hansen moved to appoint Alpha Terra Science, Inc. as the new safety consulting firm, with a start up cost not to exceed \$3,500. Seconded by Trustee Smart and approved by roll call vote (6-0).

Trustee Hansen moved to approve using Kenosha County Highway Department and possibly Pat's Sanitary to perform annual storm sewer maintenance at a combined cost not to exceed \$3,800. Seconded by Trustee Warner and approved by roll call vote (6-0).

Trustee Hansen moved to approve the tree stump grinding proposal from Mike Levandowski with a cost not to exceed \$6,000 for the removal of 60 stumps. Seconded by Trustee Smart and approved by roll call vote (6-0)

Trustee Hansen moved to approve Resolution R12-05, approving the Wisconsin Department of Natural Resources 2011 Compliance Maintenance Annual Report. Seconded by Trustee Warner and approved by roll call vote (6-0)

Trustee Hansen moved to approve the payment of annual Department of Natural Resources environmental fees in the amount of \$500 for municipal storm water fees and \$4,152.89 for waste water treatment fees. Seconded by Trustee Smart and approved by roll call vote (6-0).

Trustee Hansen moved to approve a utility bill credit for Barry Boches, 6404 238<sup>th</sup> Avenue in the amount of \$200. Seconded by Trustee Warner and approved by roll call vote (6-0).

Trustee Hansen moved to approve CD Smith pay request #9 in the amount of \$775,802 for waste water treatment plant improvements. Seconded by Trustee Smart and approved by roll call vote (6-0).

*Tree Commission* – President Goodson: The commission has not yet had any meetings.

**REPORTS OF VILLAGE OFFICIALS:**

*Clerk-Treasurer* – E. Uhlenhake: The bank report will be distributed when completed. The village hall will be closed July 4<sup>th</sup> and the Partisan Primary is scheduled for August 14<sup>th</sup>.

*Administrator* – T. Popanda: No additional report.

*Attorney* – J. Davison: Attorney Davison commented to be mindful of selecting experienced candidates for the upcoming partisan county offices election.

*Old Business:* None

*New Business:* None

*Citizen Comments:* None

At 8:50 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. Included in the session will be Administrator Tim Popanda and Attorney Jeff Davison. Closed session adjourned at 9:45 pm.

Respectfully submitted,

Emily Uhlenhake, Clerk/Treasurer  
Village of Paddock Lake