

VILLAGE OF PADDOCK LAKE BOARD OF TRUSTEES MEETING
WEDNESDAY, NOVEMBER 16, 2011, 7 PM

President Goodson called the meeting to order at 7:00 pm.

Village Board attendance: President Marlene Goodson, Trustees Barbara Brenner, Chris Bucko, Jake Hansen, Karen Harris, Joe Riesselmann and Patricia Warner.

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

The meeting agenda was posted November 14, 2011, 2:45 pm at the Village Hall, Southport Bank – Paddock Lake Branch and M&I Bank – Paddock Lake Branch.

President Goodson moved to approve the minutes from the Regular Board meeting (10/19/11) and Special Board meeting (11/09/11). Seconded by Trustee Brenner and approved by roll call vote (7-0).

Allowances & Disallowances: October 29, 2011 – November 16, 2011. Checks 17457 - 17577 in the amount of \$302,382.50. Trustee Hansen moved to approve the Allowances & Disallowances as presented. Seconded by Trustee Riesselmann and approved by roll call vote (7-0).

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

PRESENTATIONS, PETITIONS & COMMUNICATIONS:
PUBLIC HEARING

President Goodson moved to open the public hearing for rezoning parcel 40-4-120-101-0350, owners – Antioch Holdings, LLC from Kenosha County B-3 to Village of Paddock Lake B-2. Seconded by Trustee Hansen and approved by roll call vote (7-0).

Administrator Popanda informed the board that this parcel known as Hartnell Chevrolet recently attached to the Village of Paddock Lake from the Town of Salem and the zoning needs to conform to village code, therefore this required public hearing. There were no other public comments.

Trustee Brenner moved to close the public hearing. Seconded by Trustee Riesselmann and approved by roll call vote (7-0).

Engineers Report – Greg Boldt: 250th Avenue was paved before Halloween, finishing items such as landscaping and striping will be completed in the spring. PASER ratings will be submitted to the state by December 15th. The wastewater treatment plant expansion project is progressing well, there will be a 2nd pay request approved for CD Smith and reimbursement will be requested from the Clean Water Fund.

Tim Popanda and Michelle Shramek have been diligent about updating photos of the progress weekly on the village website.

Community Library Report – Marlene Goodson: President Goodson distributed copies of the newly remodeled Twin Lakes branch floor plan and requested that a link be placed on the website so village residents can view the changes. The 2012 library budget has been approved and three new employees have been hired.

Building & Zoning Report – Tim Popanda: 14 permits were issued from October 20th through November 16th with \$615 fees collected and a valuation of \$57,000. Some earth work has begun at Hartnell Chevrolet, but the majority of the work will occur after January 1st. Family Dollar has obtained permits, but no occupancy is expected until after January 1st.

Storm water Management Report – Tim Popanda: 2011 storm water sewers cleaning is complete. Some repair work needs to be done in the spring.

Elected County or State Officials – Mike Underhill: No report.

REPORTS OF STANDING COMMITTEES

Finance & Administration – President Goodson: The committee met in conjunction with the Health, Welfare & Recycling committee on November 9th to discuss the John’s Disposal contract for 2012. No action was taken on the proposal. Bids for new health insurance are being solicited.

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

Judiciary & Licensing - Trustee Warner:

October 2011 Court Report.

80 citations issued: 39 traffic, 18 parking and 23 village ordinance violations. 6 water patrol tickets
7/11 – 10/11

Beginning Balance	\$1,165.87	
Deposits		\$3,585.30
Other		\$0.00
NSF		\$0.00
Disbursements		
County Jail		\$320.00
State		\$945.30
Village of Paddock Lake		\$2,320.00
Other		\$0.00
Ending Balance	\$1,165.87	

Trustee Warner moved to approve a new operator license for Calvin DeLabio (Paddock Lake BP). This license expires June 30, 2012. Seconded by Trustee Riesselmann and approved by roll call vote (7-0).

Police & Fire - Trustee Bucko: The committee met November 14th and discussed the Safe Harbor bill for feral cats. The bill has been sent to the property owner. The Kenosha County Sheriff bike patrols used during Trick or Treat hours were well received by the public and may be used again. The committee went into closed session to discuss the Town of Salem Emergency Services contract, no action was taken. The next meeting will be December 6th, 4 pm.

Parks–Trustee Harris: The committee met November 10th and discussed the Children’s Christmas party which will be Saturday, December 17th, 10 am – 12 noon. The committee will be preparing items for this event on Tuesday, November 29th, 1:30 pm at the village hall. The next Bingo Night is Friday, November 18th, 5 pm – 7 pm.

Health, Welfare & Recycling – Trustee Brenner: In addition to meeting with the Finance Committee the committee also met on November 10th. The committee wants to address the problem of scrap salvagers picking up materials the night before or in the early morning before garbage pick up. This action violates village ordinance 25.31 and reduces the amount of recycling rebate the village residents receive from John’s Disposal. The third annual Green Expo will be held in conjunction with the spring clean up May 19, 2012. The committee has begun discussing purchase of a new leaf vacuum but no action has been taken.

Buildings & Grounds - Trustee Hansen: There was no meeting in November. Roof repair at the Sharing Center has began and should be completed by next week.

Public Works – Trustee Riesselmann:

Trustee Riesselmann moved to approve the pay request from Payne & Dolan for 2011 road construction project with an amount not to exceed \$278,953.86. Seconded by Trustee Harris approved by roll call vote (7-0).

Trustee Riesselmann moved to approve pay request #2 for CD Smith, Inc. for the wastewater treatment plant project with an amount not to exceed \$718,912.50 in reimbursement funds from Wisconsin DNR Clean Water Fund loan. Seconded by Trustee Harris and approved by roll call vote (7-0).

Trustee Riesselmann move to approve Layne Christensen Co. to calibrate municipal water flow meters, not to exceed \$2,400. Seconded by Trustee Hansen and approved by roll call vote (7-0).

Trustee Riesselmann moved to allow staff to submit a work order to Kenosha County Highway Department to crack seal village roads in the Dells, Hartnell Heights AND Woodcrest Subdivisions with a cost not to exceed \$19,000. Seconded by Trustee Harris and approved by roll call vote (7-0).

Administrator Popanda researched software to track equipment maintenance for the public works department. It is intended that office staff will complete the initial data input and public works employees will maintain daily input.

Trustee Riesselmann moved to approve the purchase of fleet maintenance software Fleet Pro, Inc. in the amount not to exceed \$1,500. Seconded by Trustee Harris and approved by roll call vote (7-0).

Trustee Riesselmann moved to approve the purchase of concrete and supplies by the village public works crew to install a 30' x 40', 6 inch thick concrete slab with a cost for material and labor not to exceed \$4,700.

Baxter & Woodman Engineers submitted a \$20,000 proposal to plan for the shoreline restoration of 72nd Street along the channel. The proposal included \$5,000 to conduct soil borings, \$5,000 to televise the sewer line under 72nd Street and \$10,000 for engineering services. Trustee Harris requested that the public works committee looks for grants to pay for the cost of the study and grants to pay for completing the project. This item is referred back to the committee.

Trustee Riesselmann moved to table the motion regarding a Baxter & Woodman work order to complete a study for the shoreline restoration of 72nd Street along the channel. Seconded by Trustee Harris and approved by roll call vote (7-0).

President Goodson moved to table action on the Melvin & Sippy Miller claim for sewer charge reimbursements. Seconded by Trustee Brenner and approved by roll call vote (7-0).

Tree Commission – Trustee Harris: Arbor Day is scheduled for April 28, 2012. Preliminary plans include planting a tree at the Sharing Center in conjunction with a food drive for the Sharing Center.

REPORTS OF VILLAGE OFFICIALS:

President - M. Goodson:

President Goodson moved to approve the rezoning of parcel 40-4-120-101-0350, owners Antioch Holdings, LLC from Kenosha County zoning B-2 to Village of Paddock Lake B-2 zoning. Seconded by Trustee Warner and approved by roll call vote (7-0).

President Goodson moved to approve the Developers Agreement for Antioch Holdings, LLC as presented. Seconded by Trustee Riesselmann and approved by roll call vote (7-0)

Scott Henry and Harvey Goldstein representing Celadon Holdings LLC reviewed the conceptual plan for their development as approved by the plan commission. This property is located on the west side of CTH F, south of STH 50 and was formerly proposed as Whitetail Ridge Subdivision. Phase 1 would

include 14 single family homes and 10 duplexes. Discussion also included concerns about handicap accessibility, formation of a new developer's agreement, on site management and landscaping plans. Since the Village of Paddock Lake has designation as a Tree City Trustee Bucko wants to insure that there are plenty of trees included in the landscape plan.

President Goodson moved to approve the conceptual plan submitted by Celadon Holdings LLC for the property formerly proposed as Whitetail Ridge subdivision. Seconded by Trustee Harris and approved by roll call vote (7-0)

Clerk-Treasurer – E. Uhlenhake: The October Treasurer's report was included in the meeting packet. The first day to circulate nomination papers for the Spring General Election is December 1st. Papers need to be returned by 5 pm Tuesday, January 3, 2012.

Administrator – T. Popanda: There was a preliminary staff meeting with Jim Mann from Ehlers & Associates on November 14th on developing a Tax Incremental Finance District to finance the completion of the Westside water system. Jim Mann will report back to the village board at a Committee of the Whole meeting on December 14th with a summary of the district set up, cost estimates and proposed time line. Attorney Davison added that this would be in form of a work order for the board to review and approve at the regular board meeting December 21st.

Attorney – J. Davison: No additional report.

Citizen Comments: Glenda Morey updated the board on information pertaining to the purchase of furniture for the Twin Lakes branch.

Old Business: None.

New Business: None

At 8:47 pm Trustee Harris moved to adjourn. Seconded by Trustee Riesselmann and approved unanimously by voice vote.

Respectfully submitted,

Emily Uhlenhake, Clerk/Treasurer
Village of Paddock Lake