

VILLAGE OF PADDOCK LAKE BOARD OF TRUSTEES MEETING  
WEDNESDAY, DECEMBER 21, 2011, 7 PM

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

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

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

The meeting agenda was posted December 19, 2011, 12:30 pm at the Village Hall, Southport Bank – Paddock Lake Branch and M&I – BMO Harris – Paddock Lake Branch.

Trustee Harris moved to approve the minutes from the Regular Board meeting (11/16/11) as corrected and Committee of the Whole Meeting (12/14/11). Seconded by Trustee Riesselmann and approved by roll call vote (5-0).

Allowances & Disallowances: November 17, 2011 – December 21, 2011. Checks 17578 - 17713 in the amount of \$1,289,671.19. Trustee Brenner moved to approve the Allowances & Disallowances as presented. Seconded by Trustee Harris and approved by roll call vote (5-0).

Trustee Warner moved to suspend the Rules of Order to allow citizens to address the board during committee reports. Seconded by Trustee Riesselmann and approved by roll call vote (5-0).

PRESENTATIONS, PETITIONS & COMMUNICATIONS:  
PUBLIC HEARING

*Engineers Report* – Greg Boldt: 250<sup>th</sup> Avenue has been shut down for the winter, finishing items such as landscaping and striping will be completed in the spring. PASER ratings have been completed submitted to the state.

*Community Library Report* – Glenda Morey: there is not much to report. There was no quorum at the meeting on Monday, December 19. They are working on getting signage and furnishings for the Twin Lake Branch. Some old shelving has been reinstalled and books are being put on them. New shelving should be arriving within the next couple of weeks. The next meeting is scheduled for January 23, 2012 at Twin Lakes if the branch is open.

*Building & Zoning Report* – Tim Popanda: 5 permits were issued from November 16<sup>th</sup> through December 21<sup>st</sup> with \$1909.00 fees collected and a valuation of \$161,180. There was no planning commission meeting in December.

*Storm water Management Report* – Tim Popanda: Nothing to report this time of year.

*Elected County or State Officials* – Mike Underhill: Reported on some of his accomplishments and the committees he has worked on for the past two years. He is running for reelection. There were presentations by Judge Jason Rossell and Attorney Ed Antaramian, both of whom are candidates Kenosha County Circuit Judge about their accomplishments and qualifications for the position.

REPORTS OF STANDING COMMITTEES

*Finance & Administration* – President Goodson: The committee on December 14<sup>th</sup> at 7:06 p.m. following the Committee of the Whole meeting. There was discussion about waiving fees and permits requested by David Melone for a handicapped accessible home that is being built in the Village for Mike DeVries. For various reasons, as explained by Attorney Davison, this can not be done. There was discussion on clarification on payout of unused vacation hours and comp time in excess of 40 hours to comply with the new employee handbook. There was discussion about an accounting entry to clear developers accounts going back several years. There was discussion about a tax bill error and how it was to be corrected. Salem Grade School will be donating some art projects to display on Village Hall walls.

President Goodson moved to pay bills over \$1,000 as presented. Seconded by Trustee Riesselmann and approved by roll call vote (5-0).

President Goodson moved to pay out to employees, of unused vacation hours and pay out of comp time in excess of 40 hours to comply with new employee handbook. Seconded by Trustee Harris and approved by roll call vote (5-0).

*Judiciary & Licensing* - Trustee Warner: No meeting in December. November 2011 Court Report. 80 citations issued: 23 traffic, 8 parking and 11 village ordinance violations.

Beginning Balance	\$1,165.87	
Deposits		\$1,960.20
Other		\$0.00
NSF		\$-12.00
Disbursements		
County Jail		\$159.94
State		\$516.67
Village of Paddock Lake		\$1283.59
Other		\$0.00
Ending Balance	\$1,153.87	

*Police & Fire* - Trustee Harris: There was discussion about feral cats and coyotes. The next meeting will be Thursday, January 5, 4 pm.

*Parks*–Trustee Harris: Santa Claus visited on December 17. Thanks go to Trustee Brenner and Warner for their help in packing bags, decorating and helping with Santa’s visit. Trustee would like to have a joint meeting with Public Works to discuss plans and possible solutions to the 72<sup>nd</sup> Street problems from the DNR. Much of it can be corrected with plantings that do not need permits. The lakes association has put aside money to help with this project. The next meeting will be the second Tuesday in January at 4:00 p.m.

*Health, Welfare & Recycling* – Trustee Brenner: No meeting in December. A tentative date for the Green Expo is May 19, 2012. Michelle Shramek has put a recycling display in the foyer to let residents know what can be recycled.

*Buildings & Grounds* – Administrator Popanda: There was discussion about the roof repairs and the heat exchanger on the Annex Building. Trustee Brenner moved to approve Reliable HVAC to replace the heat exchanger at the annex building cost not to exceed \$1,300.00. Seconded by Trustee Harris and approved by roll call vote (5-0).

*Public Works* – Trustee Riesselmann: The minutes of the previous meeting were distributed to all in the board packets. There was discussion on the need to hire a part-time employee for 2012.

Trustee Riesselmann moved to approve the repair of Waste Water Treatment Plant coupling and shaft on oxidation ditch by Process Equipment Inc. not to exceed \$4653.00. Seconded by Trustee Harris and approved by roll call vote (5-0).

Trustee Riesselmann moved to approve pay request #3 to wastewater treatment plant contractor C. D. Smith in the amount of \$380,804.65 Seconded by Trustee Brenner and approved by roll call vote (5-0).

Trustee Riesselmann move to approve Eric Richter as a part time employee for 2012, as defined in the 2011 employee manual with an hourly rate of \$10.00 and not to exceed 30 hours per week. Seconded by Trustee Warner and approved by roll call vote (5-0).

Trustee Riesselmann moved to waive first reading of ordinance 11-07, relating to sidewalk snow removal. Seconded by Trustee Harris and approved by roll call vote (4-0, Trustee Warner abstained).

Trustee Riesselmann moved to approve ordinance 11-07, an amendment to sidewalk snow removal ordinance 6.09. Seconded by Trustee Harris and approved by roll call vote (4-0, Trustee Warner abstained).

*Tree Commission* – Trustee Harris: No Report

#### **REPORTS OF VILLAGE OFFICIALS:**

*President* - M. Goodson:

President Goodson moved to appoint the election inspectors as presented. Seconded by Trustee Riesselmann. Trustee Warner inquired whether it was proper for elected officials to serve as poll workers. Discussion followed about this and a clarification on election officials was made by Attorney Davison. There is no conflict if the election inspector does not have a personal or family interest in the election. The motion was approved by roll call vote (3-1, Trustee Warner, no; Trustee Harris abstained).

President Goodson moved to approve the contract with Ehlers, Inc for the Tax Incremental District as presented. Seconded by Trustee Harris and approved by roll call vote (5-0).

*Clerk-Treasurer* – J.Cushing for E.Uhlenhake: The November Treasurer's report was included in the meeting packet. The nomination papers for the Spring General Election need to be returned by 5 p.m. on Tuesday, January 3, 2012. The office will remain open on that day until 5:00 p.m.

*Administrator* – T. Popanda: There is an incident report of a problem at the Waste Water Treatment Plant that has been resolved.

*Attorney* – J. Davison: No additional report.

*Old Business*: None.

*New Business*: None

*Citizen Comments*: Glenda Morey thanked the Village for the repairs on 61<sup>st</sup> Street. It is so much nicer now to drive and walk on.

At 8:20 p.m., the Board took a break. The Board reconvened at 8:40 p.m.

At 8:42 p.m. Trustee Harris moved to go into closed session as per WI State Statutes 19.85 (i)(e) for the purpose of discussing the annex building's lease and 19.85(i)(e) for the purpose of negotiating sewer bill claim. Will not return to open session for adjournment. Seconded by Trustee Riesselmann and approved by roll call vote (5-0).

Respectfully submitted,

Janet Cushing, Deputy Clerk/Treasurer  
Village of Paddock Lake