

VILLAGE OF PADDOCK LAKE BOARD OF TRUSTEES MEETING
WEDNESDAY, JULY 17, 2013, 7 PM

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

Village Board attendance: President Burns, Trustees Kathy Barry, Barbara Brenner, Kathy Christenson and Gary Kaddatz. Excused: Dick Fish and Gloria Walter.

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

The meeting agenda was posted Monday, July 15, 2013, 4:30 pm at the Village Hall, BMO Harris Bank Paddock Lake Branch and Southport Bank - Paddock Lake Branch.

President Burns moved to approve the minutes from the Regular Board meeting (6/19/13) and the Special Board meeting (7/15/13). Seconded by Trustee Brenner and approved by roll call vote (5-0).

Allowances & Disallowances: June 20, 2013 ó July 17, 2013; checks 20220 - 20364 totaling \$80,711.29. President Burns moved to approve the Allowances & Disallowances. Seconded by Trustee Christenson and approved by roll call vote (5-0).

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

PRESENTATIONS, PETITIONS & COMMUNICATIONS:

Engineers Report ó Bob Benson: No additional report in addition as to the items that will be covered under public works.

Community Library Report ó Glenda Morey: The budget process is starting next week and the summer reading program is on its way. The next meeting is Monday, July 22nd, 6:30 pm at the Twin Lakes branch.

Building & Zoning Report ó Tim Popanda: A minimal amount of building permits have been issued since the last board meeting.

The village is still waiting for the offer to purchase the 40 acres next to the Fox Hollow property. A plan commission meeting will not be scheduled to act on the proposed amendment to the zoning ordinance to create A-2 Agricultural and changes to the Village of Paddock Lake Comprehensive Plan until the offer comes through.

Storm water Management Report ó Tim Popanda: The first round of storm sewer and catch basin cleaning has been completed and all are draining properly during rain events.

Elected County or State Officials ó No officials present.

REPORTS OF STANDING COMMITTEES

Finance & Administration: The committee met July 11th; in addition to items on the board meeting agenda the committee also discussed the following:

- Possibly eliminating the current requirement that any monies owed to the village be paid before any permits could be issued for a parcel. This will go before the next Committee of the Whole (COTW) meeting for additional discussion.

- In September Time Warner Cable will no longer offer an analog signal for Public, Education and Government (PEG) channels.
- Hartland Bank & Trust will be acquiring title to the property known as "Urban Green" west of 248th Avenue. The village may have the opportunity to purchase a portion of the property for storm water retention.
- Employee performance review schedule and potential wage increases.
- There was a closed session to consider options for wastewater treatment plant operations in the absence of Chief Operator Mike Johnson.

President Burns moved to pay all bills over \$1,000. Seconded by Trustee Christenson and approved by roll call vote (5-0).

President Burns moved to allow Village Clerk-Treasurer and Village Administrator to obtain a Village credit card from Community State Bank for Deputy Clerk-Treasurer Michelle Shramek, total line of credit not to exceed \$5,000. Seconded by Trustee Brenner and approved by roll call vote (5-0).

President Burns moved to waive the first reading of Village Ordinance 13-06 to repeal and recreate section 2.06 of the Village of Paddock Lake Code of Ordinances. Seconded by Trustee Christenson and approved by roll call vote (5-0).

President Burns moved to approve Ordinance 13-06, to repeal and recreate section 2.06 of the Village of Paddock Lake Code of Ordinances. This changes the existing committee structure to Committee of the Whole format. Seconded by Trustee Christenson and approved by roll call vote (5-0). Attorney Davison offered clarification on sub paragraph b; this gives the option to the President to nominate and the board to confirm special committees for particular issues and report back to the larger Committee of the Whole.

Judiciary & Licensing: At its last meeting the committee reviewed applications for liquor licenses, cabaret license, operator licenses, cigarette licenses and coin machine licenses.

The July court report showed 85 traffic violations, 5 village ordinance violations involving adults, 2 village ordinance violations involving juveniles, 3 pre-trials, 4 Indigency hearings and 0 water patrol citations.

Trustee Kaddatz moved to approve the renewal operator license for Dorene Hardy (Paddock Lake Citgo). License expires 6/30/14. Seconded by Trustee Brenner and approved by roll call vote (5-0).

Trustee Kaddatz moved to approve the new operator's license for Michelle Figueroa (Drifters). License expires 06/30/14.

Police & Fire: The committee met July 8th at 6 pm. In addition to the proposed ordinance changes they discussed the new village citation form and its implementation. It was also clarified on how the deputies should proceed with overnight parking violations.

Trustee Christenson moved to waive the first reading of Ordinance 13-05, an ordinance to amend section 26.02(a), all night parking. Seconded by Trustee Kaddatz and approved by roll call vote (5-0).

Trustee Christenson moved to approve Ordinance 13-05, to Repeal and Recreate Section 26.02(a) of the Code of Ordinances of the Village of Paddock Lake, Relating to All Night Parking, and to amend the forfeiture from \$10.00 to \$20.00. Seconded by Trustee Kaddatz and approved by roll call vote (5-0).

Trustee Christenson moved to approve the humane society and veterinary service contract with Safe Harbor Humane Society of Kenosha, with a monthly retainer/service fee of \$226.60 and an annual cost of \$2,719.20. Costs to be allocated to accounts #01-45-26-54951, animal control special department expenses; #01-45-26-54953, boarding & euthanasia; and #01-45-26-54960, animal control. Seconded by Trustee Brenner and approved by roll call vote (5-0).

Health, Welfare & Recycling: No meeting held. Trustee Brenner thanked Bob Benson for the Baxter & Woodman donation of the medals distributed to the Bike Parade participants on July 4th.

Buildings & Grounds: The committee met on July 15th. In addition to the annex building landscaping they discussed the following:

- HVAC maintenance contract for the village hall and annex building as stated on the agenda because it is less than \$1,000. Reliable Heating & Air-conditioning will perform this service for an annual cost of \$720.00. No motion needed as stated on the agenda.
- Service calls on the handicap automatic doors would be made as needed rather than entering into a service contract.
- There are three additional vintage Paddock Lake photos that President Burns will have framed for the front foyer

Trustee Brenner moved to approve the quote submitted by Vozel Landscape Maintenance, Inc. to repair and modify the landscaping at the village owned annex building located at 7001 236th Avenue, with a cost not to exceed \$2,600. Cost to be allocated from account #01-31-00-5166, annex building outlay. Seconded by Trustee Christenson and approved by roll call vote (5-0).

Public Works: At the July 9th meeting the committee discussed the following:

- Annual maintenance for the lift stations & design plans for the Paddock Lake lift station.
- Sewer backups and lateral obstructions
- Temporary replacement for the lead wastewater operator who was injured in a motorcycle accident.

President Burns moved to purchase up to 300 tons of sodium chloride (road salt) in cooperation with the State of Wisconsin Department of Transportation, from North American Salt at a price of \$54.34 per ton and a total cost of \$16,302. Cost to be allocated to account #01-41-34-5335, maintenance operational expenses. Seconded by Trustee Kaddatz and approved by roll call vote (5-0).

President Burns moved to approve the payment of Crane engineering invoice in the amount of \$12,337.09 for the repair of the sewer lift stations #4 (Hooker lake) and lift station #2 (Central High School) which included impeller replacement as well as annual maintenance of all five lift stations. Cost to be allocated to account #04-33-00-53667, lift station maintenance. Seconded by Trustee Christenson and approved by roll call vote (5-0).

Tree Commission: No report.

REPORTS OF VILLAGE OFFICIALS:

President ó T. Burns: WisDOT hosted an information meeting for proposed improvements to STH 83 at the Salem Town Hall. The majority of the changes will be in the Town of Salem.

Clerk-Treasurer – E. Uhlenhake: The June bank report is in the packets.

Administrator – T. Popanda: Saturday, August 17th is the Lake District Annual meeting, 9 am. The weed conveyor is repaired and the harvester is able to work on the lake again. Kerry Gloss, the new temporary wastewater treatment plant operator started on Tuesday, July 16th.

Attorney ó J. Davison: No additional report.

Old Business: None

New Business: None

Citizen Comments: Glenna Morey thanked President Burns for the concise explanations of agenda items presented.

At 7:40 pm Trustee Kaddatz moved to adjourn. Seconded by Trustee Christenson and approved unanimously by voice vote.

Respectfully submitted,

Emily Uhlenhake, Clerk-Treasurer
Village of Paddock Lake