

VILLAGE OF PADDOCK LAKE BOARD OF TRUSTEES MEETING
WEDNESDAY, AUGUST 21, 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, Dick Fish, Gary Kaddatz and Gloria Walter.

Staff present: Administrator/Building Inspector Tim Popanda, Clerk-Treasurer Emily Uhlenhake, Engineer Bob Benson and Auditor Kathy Andrea.

The meeting agenda was posted Monday, August 19, 2013, 4 pm at the Village Hall, BMO Harris Bank Paddock Lake Branch and Southport Bank - Paddock Lake Branch.

President Burns moved to approve the minutes (with corrections) from the Regular Board meeting (7/17/13). Seconded by Trustee Christenson and approved by roll call vote (7-0).

Allowances & Disallowances: July 18, 2013 ó August 21, 2013; checks 20365 ó 20494 totaling \$203,556.31. President Burns moved to approve the Allowances & Disallowances as presented. Seconded by Trustee Fish and approved by roll call vote (7-0).

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

PRESENTATIONS, PETITIONS & COMMUNICATIONS:

2012 Audit ó Kathy Andrea, Andrea & Orendorff LLP. Ms. Andrea briefly reviewed the 2012 Audit and highlighted the following items:

- The auditors do not conduct a line by line review of the village finances; instead they focus the review on areas of potential risk such as revenues. They have issued a clean opinion of the finances which is the desired outcome.
- The new bond issue in 2012 entailed very complicated accounting since it included refinancing of current bonds and issuance of new money so they did assist office staff with it. It is not a violation of GASB to assist staff in determining the correct accounting for various items and it facilitates keeping the accounting up to date throughout the year.
- There is also a Single Audit done to comply with the federal requirements of Clean Water Fund Loan.
- Business Operations (Sewer and Water activity) and the General Operations (all other activity) were reviewed.
- It was pointed out that the Notes to Financial Statements section explain the actual audit statements.
- The board was commended for being fiscally responsible and for planning ahead. It will save money in the long run for village residents.

Administrator Popanda stressed the importance of the five year plan for budget forecasting. President Burns added that the 2012 bond issue received a very good interest rate because the village pursued attaining a bond rating by Moody's Investors. He agreed that the village needs to begin designating the unrestricted funds to capital projects for the benefit of the village and also that the deficit in the water district is being supplemented by general funds and the village needs to work towards making the water operations self-sustaining.

Engineers Report ó Bob Benson: New specifications and drawings for the lift station are done. No additional report in addition to the items that will be covered under public works.

Community Library Report ó Glenda Morey: Not present; no report.

Building & Zoning Report ó Tim Popanda: No report.

Storm water Management Report ó Tim Popanda: No report.

Elected County or State Officials ó No officials present.

REPORTS OF STANDING COMMITTEES

Finance & Administration: President Burns reviewed items from the August 13th Committee of the Whole meeting.

President Burns moved to pay all bills over \$1,000. Seconded by Trustee Christenson and approved by roll call vote (7-0).

President Burns moved to accept the 2012 Audit as presented. Seconded by Trustee Brenner and approved by roll call vote (7-0).

President Burns moved to donate \$1,000 to the Kiwanis International, Paddock Lake Chapter for community fireworks display, funds to be allocated from village culture & recreation account #01-45-27-55343. Seconded by Trustee Fish and approved by roll call vote (7-0).

President Burns informed the board that on August 20th a letter was received from Mark Olszewski, owner of Popø Dog House requesting the board table the two items relating to the property on the agenda. President Burns stated that while the letter indicated Mr. Olszewski had retained an attorney for this matter the letter itself was not from an attorney and the board would proceed with the agenda items.

President Burns moved to deny the request from Mark Olszewski owner of Popø Dog House, 24920 75th Street for exception to Village Ordinance 4.08 requiring money owed to the village be paid prior to the issuance of non-essential permits and services from the village. Seconded by Trustee Brenner and approved by roll call vote (Yes: Barry, Brenner, Burns, Christenson, Fish and Walter. Abstain: Kaddatz).

President Burns moved to deny the request from Mark Olszewski owner of Popø Dog House, 24920 75th Street for exception to Village Ordinance 7.56(2)(g) requiring external grease traps. Seconded by Trustee Christenson and approved by roll call vote (Yes: Barry, Brenner, Burns, Christenson, Fish and Walter. Abstain: Kaddatz).

Judiciary & Licensing

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 issue a temporary Class B alcohol license to Kiwanis International, Paddock Lake Chapter for Oktoberfest held on September 14, 2013. Seconded by Trustee Walter and approved by roll call vote (7-0).

Trustee Kaddatz moved to approve the new operator's license for Zachary Merrick (Paddock Lake BP). License expires 06/30/14.

Police & Fire: No report

Health, Welfare & Recycling: There was a significant increase in July recycling resulting in almost a \$600 increase in revenue received. The annual report received from John's Disposal indicated that the per capita recycling for the Village of Paddock Lake exceeds the minimum required by the DNR.

Buildings & Grounds: No report

Public Works: President Burns reviewed the last Committee of the Whole items relating to public works. The village will also be entering into an agreement with Kenosha County Public Works to stripe roads adjacent to STH 50, the cost is less than \$1,000.

President Burns moved to approve Baxter & Woodman work order in the amount of \$3,000 to complete the State of Wisconsin required PASER inspection and report for village roads. Seconded by Trustee Fish and approved by roll call vote (7-0).

President Burns moved to deny the request of David Pastel, 6033 241st Avenue to install additional speed limit signs, handicapped warning signs and two additional stop signs at 241st Avenue & 61st Street. Seconded by Trustee Brenner and approved by roll call vote (7-0).

Tree Commission: The board is still reviewing the proposed ordinance relating to urban forestry management.

REPORTS OF VILLAGE OFFICIALS:

President ó T. Burns: A thank you note was received from Alice & Nancy Arnison for the tribute to the late Tom Arnison at the Lake District annual meeting and is available for anyone to read.

Clerk-Treasurer – E. Uhlenhake: The July bank report is in the packets. The village hall will be closed Monday, September 1st for the Labor Day holiday.

Administrator – T. Popanda: No additional report.

Attorney ó J. Davison: Not present; no report.

Old Business: Bob Benson informed the board that the Local Road Improvement Program funding application is due this fall and Baxter & Woodman will complete it under the PASER rating work order at no additional cost to the village.

New Business: None.

Citizen Comments: None.

At 8 pm President Burns moved to go into closed session per Wisconsin §19.85(1)(e) for the purpose of discussing the sale of village owned land. The board will return to open session to vote on the sale of lands and to accept offers to purchase. Included in the closed session are Village Board, Village Administrator Tim Popanda and Clerk-Treasurer Emily Uhlenhake. Seconded by Trustee Kaddatz and approved by roll call vote (7-0).

At 8:20 pm President Burns moved to return to open session. Seconded by Trustee Christenson and approved by roll call vote (7-0).

President Burns moved to accept the offer to purchase made by Justin Weis for parcel 40-4-120-103-1001, 13.40 acres in the amount of \$118,000 or \$8,805 per acre with the following conditions:

- Seller to provide written third party easements
- Seller shall provide a list of all conservation easements
- Seller to provide buyer with written evidence that special assessments have been paid

Seconded by Trustee Fish and approved by roll call vote (7-0).

President Burns moved to accept the offer to purchase made by Brian Filiatreault for parcel 40-4-120-120-103-1000, 24.65 acres in the amount of \$65,000 or \$2,640 per acre with the following conditions:

- Creation of A-2 hobby farm parcels
- Parcel to be taxed as agricultural until developed.
- Allowance of pole barns
- Agreement that equine development operate on private well and septic systems.
- No phase 1 environmental survey required

Seconded by Trustee Kaddatz and approved by roll call vote (7-0).

At 8:25 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