

VILLAGE OF PADDOCK LAKE BOARD OF TRUSTEES MEETING
WEDNESDAY, NOVEMBER 20, 2013, 7 PM

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

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

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

The meeting agenda was posted Monday, November 18, 2013, 11:30 am at the Village Hall, Southport Bank - Paddock Lake Branch and BMO Harris Bank ó Paddock Lake Branch.

PUBLIC HEARING

President Burns moved to open the public hearing for the 2014 General Budget. Seconded by Trustee Fish and approved by roll call vote (6-0)

There were no public comments on the proposed 2014 General Budget. President Burns commended the board and staff on working together as a team to reduce the budget.

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

President Burns moved to approve the 2014 proposed General Fund Budget as presented. The 2014 General Fund tax levy is \$1,566,931; a 2.53% decrease from 2013. For levy limit calculation purposes the board is not using the available 2013 carryover. Seconded by Trustee Brenner and approved by roll call vote (6-0).

President Burns moved to approve the minutes from the Regular Board meeting (10/16/13). Seconded by Trustee Kaddatz and approved by roll call vote (6-0).

Allowances & Disallowances: September 18, 2013 ó October 16, 2013; checks 20579 - 20722 totaling \$149,991.91. President Burns moved to approve the Allowances & Disallowances as presented. Seconded by Trustee Christenson and approved by roll call vote (6-0).

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 (6-0).

PRESENTATIONS, PETITIONS & COMMUNICATIONS:

Engineers Report ó Bob Benson

- The pre-construction meeting for lift station #5 repairs is complete and the repairs can proceed. The DNR has given its approval to proceed with closing the Clean Water Fund requests for distribution.
- Administrator Popanda met with Greg Boldt about change orders for the CHS multi-use trail from the contractor. The change orders need to be approved by the high school.
- Administrator Popanda also informed the board that the village is eligible for Local Road Improvement Program funds. These funds were intended for partial reconstruction of 235th Avenue and the state now requires that bicycle lane provisions also be included with the scope of the project. These funds may possibly be applied to a different project.

Community Library Report ó Glenda Morey

- 2014 budget is complete.
- Long time Salem resident and area educator Art Bushing bequeathed some of his estate to the Community Library.
- The next meeting is Monday, November 25th, 6:30 pm at Twin Lakes.

Building & Zoning Report ó Tim Popanda

- Permit activity is increasing, one single family home permit has been issued and another will be issued soon.
- The preliminary plat for ðThe Paddocksö development on CTH F is received. The Plan Commission will meet Monday, Dec. 9th to review the plat and the proposed zoning changes needed.

Storm water Management Report ó Tim Popanda

- The DNR is proposing to require more reporting for MS4 Storm Water Permit compliance. The CHS Environmental Club is interested helping with public education requirements of the permit.

Elected County or State Officials ó No report.

REPORTS OF STANDING COMMITTEES

Finance & Administration - President Burns

President Burns moved to pay all bills over \$1,000. Seconded by Trustee Fish and approved by roll call vote (6-0).

President Burns moved to approve Waste Water Treatment Plant (WWTP) improvement change order #3 in the amount of \$7,207 and change order #4 reducing the retainer by \$127,625. Seconded by Trustee Christenson and approved by roll call vote (6-0).

President Burns moved to amend previous road salt purchase motion dated July 2013 from 300 tons of salt at a price not to exceed \$16,302 to 313 tons of salt at a price not to exceed \$17,008.42. Seconded by Trustee Brenner and approved by roll call vote (6-0).

President Burns moved to approve interim building inspector employment contract. Seconded by Trustee Walter and approved by roll call vote (6-0).

President Burns moved to authorize the village administrator to advertise and sell surplus village equipment (150kw generator). Seconded by Trustee Kaddatz and approved by roll call vote (6-0).

President Burns moved to authorize village staff to make application to the Public Service Commission of Wisconsin for a simplified rate case increase of 3% to the user charges of the water system. Seconded by Trustee Fish and approved by roll call vote (6-0).

President Burns moved to approve Village Administrator's recommendation to hire Louise Gillmore as a part time office staff member at \$10 per hour and not to exceed 450 hours per year; subject to signing an employment agreement. Seconded by Trustee Brenner and approved by roll call vote (6-0).

President Burns moved to waive the first reading of Ordinance 13-07 relating to speed restrictions on Hooker Lake. Seconded by Trustee Christenson and approved by roll call vote (6-0).

President Burns moved to amend Village Ordinance 16.05(b) from current language of: between the hours of 7 pm and 10 am in either the shore of traffic lanes to the following: between sunset and 10 am in either the shore zone or the traffic lane. Seconded by Trustee Fish and approved by roll call vote (6-0).

Judiciary & Licensing - Trustee Kaddatz

October Court Report: 14 parking violations, 47 traffic violations, 3 village ordinance violations involving adults, 7 village ordinance violations involving juveniles, 2 water patrol, 13 pre-trials, 9 Indigency hearings.

Trustee Kaddatz moved to approve a new operator's license for Sarah Burnett (Brass Ball Mobil). License expires June 30, 2014. Seconded by Trustee Walter and approved by roll call vote (6-0).

Police & Fire - Trustee Christenson

- The 2014 Kenosha County Sheriff's contract will be acted on at the December meeting.
- Trustee Christenson was contacted by resident Chris Bucko about the recent car and home break-ins. Captain Weyker will be contacted for a report on the activity.
- Neighborhood Watch program is still under consideration.

Health, Welfare & Recycling - Trustee Fish

- Holiday Parade is set for Saturday, December 14th, 4 pm starting at McAlonan Park. Santa will be at the village hall at the conclusion of the parade until 7 pm.

Buildings & Grounds - Trustee Brenner

- CHS National Honor Society members will help fill candy bags for Santa's visit.

Public Works - President Burns

Non action items discussed at the Committee of the Whole:

- The Kenosha County Highway Department pavement repairs approved in June for \$20,000 actually cost the village \$16,325.

President Burns moved to approve the estimate received from E&A Electric for the following services:

- Install wiring & switch gear as well as exit lights to the lean-to structure in Building #5.
- Remove all non-intrinsically safe circuitry from the fuel hut and install new exit sign in Building #12.

Cost not to exceed \$1,220. Seconded by Trustee Kaddatz and approved by roll call vote (6-0).

President Burns moved to hire Fox Plumbing to install a water sampling spigot at the municipal water plant, with a cost not to exceed \$839. Seconded by Trustee Fish and approved by roll call vote (6-0).

Tree Commission – President Burns

- The proposed ordinance relating to urban forestry management is still under review. It is intended to implement a program to financially assist residents remove diseased ash trees and this would be part of the ordinance.

REPORTS OF VILLAGE OFFICIALS:

President ó Terry Burns

- President Burns attended a Kenosha County Transit meeting. Travel costs will remain the same and buses will deviate up to ¾ mile off set routes for an additional \$1.00 passenger cost. Two new buses will be a Lakeside Sentry Saturday, November 23rd for a "Stuff the Bus" food drive.

Clerk-Treasurer – Emily Uhlenhake

- The October bank report is in the packets.
- The village hall will be closed November 28th & 29th for the Thanksgiving holiday.
- December 1st is the first day candidates for the April 1, 2014 Spring Election can gather signatures for nomination papers. All required paperwork must be returned to the clerk-treasurer by Tuesday, January 7, 2014, 5 pm. Notification of Non Candidacy for incumbents not seeking re-election due by 5 pm on December 27, 2013.

Administrator – Tim Popanda

- The OSHA re-inspection is complete except the electrical in Building #5. All other items were corrected satisfactorily.
- In an effort to reduce the chloride in the ground water that enters the WWTP road salt will be applied differently this winter season.
- Safety pruning of trees in the village is complete.

Attorney ó Jeff Davison

- Work continues with Baxter & Woodman and Administrator Popanda to complete the permitting process for the new WWTP.

Old Business: None

New Business: None

Citizen Comments: None

At 7:45 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