

VILLAGE OF PADDOCK LAKE BOARD OF TRUSTEES MEETING  
WEDNESDAY, JULY 16, 2014, 7 PM

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

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

Staff present: Administrator Tim Popanda, Clerk-Treasurer Emily Uhlenhake, Attorney Jeff Davison and Bob Benson of Baxter & Woodman.

The meeting agenda was posted Monday, July 14, 2014, 11:30 am at the Village Hall, Southport Bank - Paddock Lake Branch and BMO Harris Bank ó Paddock Lake Branch.

President Burns moved to approve the minutes from the Regular Board meeting (06/18/14). Seconded by Trustee Brenner and approved by roll call vote (7-0).

Allowances & Disallowances: 06/18/14 ó 07/10/14; checks 21672 - 21763 totaling \$241,522.30. President Burns moved to approve the Allowances & Disallowances as presented. Seconded by Trustee Christenson 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:

*Engineers Report ó Bob Benson*

- The 235<sup>th</sup> Avenue paving project is out to bid and those bids will be opened on Wednesday, July 30<sup>th</sup>, 11 am.

*Community Library Report ó Kathy Christenson*

- The Summer Reading Program is in progress. Silver Lake Village President Sue Gerber reported their Village Attorney and the Kenosha County District Attorney did not find any illegalities in the purchase of the building in Silver Lake. The Silver Lake board of Trustees will present an intergovernmental agreement for the municipalities to participate in the cost of the Silver Lake building.

*Building & Zoning Report ó Tim Popanda*

- The six month building report was presented; it shows significant commercial permit activity. The high school is doing extensive bathroom facilities remodeling and some work on the front of the building. The school does pay full price for the permits, but since it is tax exempt there is no value added to the tax base. The owners of óThe Paddocksö are waiting for final determination on the ATC power line location before submitting their homeownerø association agreement. The final route should be chosen by spring.

*Elected County or State Officials ó Kenosha County Board Supervisor John Poole*

- The Kenosha County Board approved the pre-sale of an \$11.9 million general obligation bond. Supervisor Poole voted against it due to the fact that some of the proposed items to be purchased had a lifespan of fewer years than the term of the obligation and some items were not defined adequately.

*Storm water Management Report ó Tim Popanda*

- June rainfall equaled 6.9 inches and the July amount is 2.7 so far. Some street flooding has occurred, but no residents have been displaced.

*2013 Financial Audit* ó Kathy Andrea, Andrea & Orendorff LLP

- The annual audit looks at high risk areas of the financials and rotates areas each year. They also check that internal controls are in place for handling finances. An analysis of governmental activity (General Fund) and business type activity (Sewer and Water Funds) is conducted. All revenue and expense activity is reasonable. A clean audit opinion is issued.

## **REPORTS OF STANDING COMMITTEES**

*Finance & Administration* - President Burns

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

President Burns moved to accept the 2013 Audit as presented by Kathy Andrea, Andrea & Orendorff, LLP. Seconded by Trustee Christenson and approved by roll call vote (7-0).

President Burns moved to approve Resolution R14-05, a resolution restricting use of monies in Fund 03, Capital Improvement Fund. Seconded by Trustee Brenner and approved by roll call vote (7-0).

President Burns requested that the two agenda items (Finance & Administration #5 & #6) pertaining to the referendum question relating to golf carts be tabled because there had not yet been a posted discussion on the issue. The final question does not need to be submitted to the Kenosha County Clerk until the third week in August.

Trustee Brenner moved to authorize village staff to prepare all necessary documents to place on the November 4<sup>th</sup> General Election the following nonbinding referendum question: Should golf carts be allowed to operate on Village of Paddock Lake right-of-ways? YES/NO. Motion seconded by Trustee Christenson. President Burns indicated the wording was confusing and would actually allow golf carts to travel in the ditches and on private property. The right-of-ways on village streets are not consistent in size. Trustee Fish suggested substituting paved streets. Both Trustees Brenner and Christenson were agreeable to the amendment. Trustee Fish moved to amend the original motion changing the words "broad right-of-way" to read "paved streets". Trustee Walter seconded the motion, approved by roll call vote (7-0).

Amended motion approved by roll call vote (7-0).

No action was taken on the other motion labeled Finance & Administration Motion #6.

President Burns moved to purchase a CISCO 891 router for the village hall from Platinum systems at a cost not to exceed \$1,592.07. Included in this cost is 6 (six) professional hours to configure the new router and configure the move of the existing village hall router to WWTP. Seconded by Trustee Fish and approved by roll call vote (7-0).

*Judiciary & Licensing* - Trustee Kaddatz

June Court Report: 7 parking violations, 50 traffic violations, 2 village ordinance violations involving adults, 1 village ordinance violation involving juveniles, 16 pre-trials, 0 Indigency hearings.

Trustee Kaddatz move to table the operator license request for Parminder Singh (Paddock Lake Shell) until the issue of the business ownership is resolved. Seconded by Trustee Walter and approved by roll call vote (7-0). Clerk-Treasurer Uhlenhake explained that Parminder Singh surrendered her intent to renew her liquor license when Pawns Shell applied for the license at that site. Singh was at the village hall on July 7<sup>th</sup> and stated the sale was not yet complete. There has not been any notification from Pawns Shell that they were not going to buy the business or use the license. At this time there is no alcohol being sold at the premises. Both agents of both businesses will be notified to attend the August Committee of the Whole meeting to explain what is happening.

Trustee Kaddatz moved to approve a new operator license for Tommi Small (Walgreens). Seconded by Trustee Fish and approved by roll call vote (7-0). License expires June 30, 2014. Applicant has a clean back ground check and has completed a responsible beverage server's class.

*Police & Fire - Trustee Barry*

- Trustee Barry summarized last month's Kenosha County Sheriff report.

*Health, Welfare & Recycling - Trustee Christenson*

- The Fourth of July bike parade was well attended and an overall success.
- Tentatively there may be a 5K run/walk in conjunction with a Halloween event.

*Buildings & Grounds - Trustee Brenner*

- The side walk at the front of the village hall was repaired and the patio around was resealed.
- Annex building continues to have issues with insects.

*Public Works – Trustee Fish*

Trustee Fish moved to approve the purchase confined space safety equipment from 5-Alarm Fire & Safety in the amount of \$7,838.40. Costs to be allocated from sanitary sewer replacement fund account #14-00-21-55670. Seconded by Trustee Christenson and approved by roll call vote (7-0).

Trustee Fish moved to approve Resolution R14-04, the 2013 Compliance Maintenance Annual Report (CMAR), subject to correction of data by the Wisconsin Department of Natural Resources (WDNR). Seconded by Trustee Brenner and approved by roll call vote (6-0).

Trustee Fish moved to approve stump grinding proposal from Mike Levandowski in the amount of \$1,320.00. Seconded by Trustee Brenner and approved by roll call vote (7-0). This entails the grinding of 12 stumps.

Trustee Fish moved to approve the purchase of a replacement dissolved oxygen meter in the amount of \$1,450.50. Seconded by Trustee Kaddatz and approved by roll call vote (7-0).

Trustee Fish moved to approve the replacement of the municipal water system multi-stage pump alternating relay with a cost not to exceed \$1,000.00. Seconded by Trustee Kaddatz and approved by roll call vote (7-0).

*Tree Commission – President Burns*

- The DNR has commented on the Nuisance Tree Abatement Ordinance and the village attorney will review and implement the changes.

**REPORTS OF VILLAGE OFFICIALS:**

*President ó Terry Burns:*

- Monday, July 21<sup>st</sup> the Town of Salem is hosting a public input session relating to use of ATVs on streets in the town, President Burns will be attending.

*Clerk-Treasurer – Emily Uhlenhake*

- June Treasurer report included with packets
- Partisan Primary Election is Tuesday August 12, 2014

*Administrator – Tim Popanda*

- Nuisance weeds and grass is being cut on the Whitetail Ridge and the Bryzek properties.

*Attorney ó Jeff Davison:*

- The bank which owns the Whitetail Ridge property is seeking bids to raze the home on the property.
- Congratulations to the board and staff on the audit report. It is very strong compared to some municipalities.

*Old Business:* None

*New Business:* None

*Citizen Comments:* None

There is not a closed session as listed on the agenda. The village may still buy a small portion of land along 248<sup>th</sup> Avenue for storm water management.

At 8:35 pm Trustee Fish moved to adjourn. Seconded by Trustee Kaddatz and approved unanimously by voice vote.

Respectfully submitted,

Emily Uhlenhake, Clerk-Treasurer  
Village of Paddock Lake