

VILLAGE OF PADDOCK LAKE BOARD OF TRUSTEES MEETING  
WEDNESDAY, JUNE 18, 2014, 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: Kathy Barry

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

The meeting agenda was posted Monday, June 16, 2014, 4:30 pm 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 (05/21/14). Seconded by Trustee Christenson and approved by roll call vote (6-0).

Allowances & Disallowances: 05/21/14 ó 06/17/14; checks 21440 - 21671 totaling \$200,433.11. 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 Walter and approved by roll call vote (6-0).

**PUBLIC HEARING FOR APPROVAL OF 2014-2015 LIQUOR LICENSES & CABARET LICENSES.**

Trustee Kaddatz moved to open the public hearing for liquor license applicants and cabaret applicants. Seconded by Trustee Fish and approved by roll call vote (6-0).

Class A (beer only): Triple B Enterprises (Brass Ball Mobil), Paddock Lake BP Operating Group (Paddock Lake BP), JRP Petroleum (Paddock Lake Citgo), New Midwest Rentals, LLC (Paddock Lake Marathon), Pawns Shell, Inc. (Paddock Lake Shell).

Class A (beer & liquor): ATJ Foods (Lakeside Sentry), Walgreens Store #005935.

Class B (beer & liquor): Drifters Bar & Grill LLC (Drifters), Vigas Log Cabin, Inc. (La Cabana Mexican Restaurant).

Cabaret: Drifters Bar & Grill LLC (Drifters), Vigas Log Cabin, Inc. (La Cabana Mexican Restaurant).

Comments: The clerk-treasurer informed the board that all applicants had clean background checks, were current with utility bills, taxes and life safety inspections were conducted by the building inspector. La Cabana completed payment of delinquent real estate taxes on June 18<sup>th</sup> and their approval would be contingent on all checks clearing all banks. Resident Pat Warner expressed concern about Drifters outside speakers, but she did state that when she would call to tell them to turn the speakers down they were cooperative.

Trustee Kaddatz moved to close the public hearing for liquor license applicants and cabaret applicants. Seconded by Trustee Fish and approved by roll call vote (6-0).

**PRESENTATIONS, PETITIONS & COMMUNICATIONS:**

*Engineers Report* ó Bob Benson

- He is still working with the WDNR to adjust some of the calculations in Compliance Maintenance Annual Report (CMAR) before it is submitted. He recommended the board should still approve the CMAR resolution contingent on the numbers being corrected.

*Community Library Report* ó Kathy Christenson

- The next meeting is Monday June 23<sup>rd</sup>, 6:30 pm at the Salem branch.

*Building & Zoning Report* ó Tim Popanda

- Central High School was issued a permit for remodeling bathrooms and there have been other minor permits issued in the past month.
- A potential buyer has inquired about the Brighttree property.

*Storm water Management Report* ó Tim Popanda

- Catch basins may need to be jetted due to the large amount of rain in the last week.

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

- Last month resident Pat Warner questioned Supervisor Poole about the County having an ordinance about concealed carry law in parks. He verified that concealed carry is allowed in the parks, but not in the park buildings.
- There will be an advisory referendum on the November general ballot relating to changing the minimum wage law in the State of Wisconsin.

**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 (6-0).

President Burns moved to enter into an agreement with the Kenosha Area Business Alliance for a business park feasibility analysis per the submitted Memorandum of Understanding dated June 6, 2014. Cost not to exceed \$3,000. Seconded by Trustee Fish and approved by roll call vote (6-0).

President Burns moved to approve Resolution R14-02, a resolution to transfer monies in 2013 from the General Fund #01 to the previously approved 2013 Capital Improvement Plan in the Capital Projects Fund #03 and then transfer those funds to the 2014 Capital Improvement Fund #04 per attached disbursement. Seconded by Trustee Brenner and approved by roll call vote (6-0).

President Burns moved to approve Resolution R14-03, a resolution to transfer unspent budget amounts from the 2013 general budget and carryover these amounts to the 2014 general budget per attached fiscal notes detailing the application of the funds. Seconded by Trustee Fish and approved by roll call vote (6-0).

*Judiciary & Licensing* - Trustee Kaddatz

May Court Report: 1 parking violation, 72 traffic violations, 3 village ordinance violations involving adults, 3 village ordinance violations involving juveniles, 0 pre-trials, 2 Indigency hearings.

Trustee Kaddatz moved to authorize the municipal judge to amend the current court clerk's compensation structure of monthly to hourly.

Details: Annual compensation	\$5,700
Monthly	\$475
Hourly (\$5,700÷480 hours)	\$11.87 per hour

Seconded by Trustee Christenson and approved by roll call vote (6-0).

Trustee Kaddatz moved to approve renewal Class A (beer & liquor) license for ATJ Foods (Lakeside Sentry), Walgreens Store #005935. Licenses expire 06/30/15. Seconded by Trustee fish and approved by roll call vote (6-0).

Trustee Kaddatz moved to approve renewal Class A (beer only) for Triple B Enterprises (Brass Ball Mobil), Paddock Lake BP Operating Group (Paddock Lake BP), JRP Petroleum, Inc. (Paddock Lake

Citgo), New Midwest Rentals, LLC (Paddock Lake Marathon). Licenses expire 06/30/15. Seconded by Trustee Fish and approved by roll call vote (6-0).

Trustee Kaddatz moved to approve new Class A (beer only) for Pawns Shell, Inc. (Paddock Lake Shell). License expires 06/30/15. Seconded by Trustee Fish and approved by roll call vote (6-0).

Trustee Kaddatz moved to approve renewal Class B (beer & liquor) for Drifters Bar & Grill LLC (Drifters). License expires 06/30/15. Seconded by Trustee Fish and approved by roll call vote (6-0).

Trustee Kaddatz moved to approve renewal Class B (beer & liquor) for Vigas Log Cabin, Inc. (La Cabana Mexican Restaurant) contingent upon the checks for delinquent taxes have cleared all banks. License expires 06/30/15. Seconded by Trustee Christenson and approved by roll call vote (6-0).

Trustee Kaddatz moved to approve renewal Cabaret license for Drifters Bar & Grill LLC (Drifters), Shawn Russ ó agent. No music after 11 pm Sunday, Monday, Tuesday & Thursday. No music after 2 am Wednesday, Friday & Saturday. Music allowed in the beer garden 7 days per week until 9:30 pm. License expires 06/30/15. Seconded by Trustee Fish and approved by roll call vote (6-0).

Trustee Kaddatz moved to approve renewal Cabaret license for Vigas Log Cabin, Inc. (La Cabana Mexican Restaurant), Cesar Jaimes-agent, contingent upon the checks for delinquent taxes have cleared all banks. No music after 11 pm Sunday through Thursday. No music after 2 am on Friday & Saturday. License expires 06/30/15. Seconded by Trustee Fish and approved by roll call vote (6-0).

Trustee Kaddatz moved to approve cigarette licenses for Paddock Lake Citgo, Brass Ball Mobil, Paddock Lake BP, Paddock Lake Shell, Lakeside Sentry, Walgreens Store #005935, Paddock Lake Marathon and Family Dollar. Licenses expire 06/30/15. Seconded by Trustee Brenner and approved by roll call vote (6-0).

Trustee Kaddatz moved to issue Coin Machine Licenses to the following: Drifters [pool tables (2), juke box (1), dart board (1), black jack game (1), video games (3)] and Redbox Automated Retail LLC [1 kiosk at Lakeside Sentry, 2 kiosks at Walgreens]. Licenses expire 06/30/15. Seconded by Trustee Fish and approved by roll call vote 6-0).

Trustee Kaddatz moved to approve Operator licenses renewals. Licenses expire 06/30/15. Seconded by Trustee Walter and approved by roll call vote (6-0).

BRASS BALL MOBIL

Barbara J. Bell	Trisa Koldeway	Nicolas DiPersio
Susan L. Nejedly	Sean McBurney	Jessica Spencer
Aaron Schiavone	Rebecca Wickersham	Sarah Burnett

Scott Schinler

WALGREENS

Christine Dorfner	Daryl Armstrong	Paul Kunaschk
Shaun Whately		

SENTRY

Helene H. Peterson	Marie L. Weis	Diana VanDaele
Sandra Christison	Timothy Shuemate	Lukas Kopczynski
Angela McKillips	Anthony Hansen	

PADDOCK LAKE BP

Philip Albers	Sara Sherwood	Jeanne Lentz
Patti A. Holbek	Mary Lester	Anthony Corduck
Justin Tritten	Margarita Manarik	Vince Fratus
Stacy Harvey	Nathaniel Yarger	Ron Walsh

DRIFTERS

Brandie Ravagni	Sara Hughes	Heather Melchiorre
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Kenneth Clelland	Theresa Brucks	Michelle Dix
Jessica Barhyte		
<u>PADDOCK LAKE CITGO</u>		
Jaswinder Kaur	Mandeep Kaknia	Carl Shanor
Denise Daniels		
<u>PADDOCK LAKE MARATHON</u>		
Sharon Brown	Donna Blankenship	Christina Martinez
<u>LA CABANA</u>		
Amparo Trevino	Charlene Smith	
<u>PADDOCK LAKE SHELL</u>		
Mathew Kritikos	Deborah Wendt	

Trustee Kaddatz moved to issue new Operator Licenses to the following:

Breanne Hastings (Drifters)	Diana Obregon (Paddock Lake Shell)
Heather Danielle Pisano (Drifters)	Rattandeeep Verma (Paddock Lake Shell)
Connor McDonough (Drifters)	Pawanvir Singh (Paddock Lake Shell)
Jack Perry II (Drifters)	Reena Carveau (La Cabana)

All applicants have completed the Responsible Beverage Servers course. Licenses expire 06/30/15. Seconded by Trustee Christenson and approved by roll call vote (6-0).

*Police & Fire*

A copy of the monthly sheriff department report was distributed to board members. Based on that report Administrator Popanda generated an additional report that confirmed there were no registered sex offenders living in the corporate limits.

*Health, Welfare & Recycling - Trustee Christenson*

Bike Parade is July 4<sup>th</sup>, line up at McAlonan Park 9:30 am.

*Buildings & Grounds - Trustee Brenner*

Trustee Brenner moved to authorize village staff to repair village hall subgrade drain system with a cost not to exceed \$3,000. Seconded by Trustee Fish and approved by roll call vote (6-0).

*Public Works – Trustee Fish*

Trustee Fish moved to authorize village administrator to enter into a lease agreement with Crane Engineering to lease/purchase an Omnisite Auto Dialer, pressure switch and 3 year service contract for the water department; with a total cost not to exceed \$4,140 and a monthly lease payment of \$115. Seconded by Trustee Christenson and approved by roll call vote (6-0).

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 payment of WDNR environmental fees in the amount of \$2,898.69 invoices for the WWTP and \$500 for the storm water MS4 permit, totaling \$3,398.69. Seconded by Trustee Kaddatz and approved by roll call vote (6-0).

Trustee Fish moved to approve payment to Baxter & Woodman Control Systems for lift station #5 SCADA integration with a cost not to exceed \$12,500. Seconded by Trustee Kaddatz and approved by roll call vote (6-0).

Trustee Fish moved to approve contractor's (John Crane) change order for the repair of the public works building in the amount of \$450 subject to submittal of material lien waivers. Seconded by Trustee Kaddatz and approved by roll call vote (6-0).

Trustee Fish moved to authorize village administrator to offer cross training opportunity to Gary Meyers of the public works department. Attached for reference is the appointment agreement. Also, to approve compensating waste water operator Jay Simek successfully obtaining the following WDNR licenses:

WDNR Waterworks Distribution Grade 1	.25
WDNR Waterworks Ground Water Grade 1	.25
WDNR Wastewater Operator Grade 3	.50
WDNR Wastewater Operator Grade 4	.50
WDNR Wastewater Subcategory Activated Sludge Grade 4	.25
WDNR Wastewater Disinfectant Grade 4	.25

In addition to compensation for obtaining required licenses Mr. Simek will receive his 2013 2 % merit pay. Seconded by Trustee Kaddatz and approved by roll call vote (6-0). Pay rate effective immediately.

Trustee Fish moved to approve partial payment #2 to Midwest General Mechanical Contractors, Inc. for construction and repairs to sanitary sewer lift station #5 in the amount of \$29,901.25. Seconded by Trustee Walter and approved by roll call vote (6-0).

*Tree Commission* – President Burns

- The blue spruce planted at Arbor Day is growing well but does have several damaged branches that need to be removed.

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

*President* ó Terry Burns: No report.

*Clerk-Treasurer* – Emily Uhlenhake

- May Treasurer report included with packets
- Village Hall will be closed July 4<sup>th</sup> in observance of Independence Day.
- The 2013 Financial Audit will be available for review prior to the July board meeting.

*Administrator* – Tim Popanda

- Lake District Commissioners need to meet prior to the July Board of Trustees meeting to approve invoices for harvester repair and review of the presentation Administrator Popanda will be giving to the State for the harvester grant.

*Attorney* ó Jeff Davison: No report

*Old Business*: None

*New Business*: None

*Citizen Comments*: None

At 7:50 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