

VILLAGE OF PADDOCK LAKE BOARD OF TRUSTEES MEETING  
WEDNESDAY, MARCH 18, 2015, 7 PM

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

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

Staff present: Administrator Tim Popanda, Clerk-Treasurer Emily Uhlenhake and Engineer Mark Kolczaski.

The meeting agenda was posted Monday, March 16, 2015, 11:45 am at the Village Hall, Southport Bank - Paddock Lake Branch and BMO Harris Bank – Paddock Lake Branch.

President Burns moved to approve the minutes from the regular board meeting (02/18/15) as presented. Seconded by Trustee Brenner and approved by roll call vote (6-0).

Allowances & Disallowances: 02/19/15 – 03/16/15; checks 22620 to 22713 totaling \$179,935.15. President Burns moved to approve the Allowances & Disallowances as presented. Seconded by Trustee Walter 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 – Mark Kolczaski*

- The Central High School trail grant contracts with Alfred Benesch for engineering and Wanasek for trail construction are ready to sign. No other changes since the Committee of the Whole meeting.

*Community Library Report – Gloria Walter*

- The Village of Twin Lakes is no longer interested in being the fiscal agent for the library. President Burns stated that whoever becomes the agent needs to be compensated for the work. Administrator Popanda stated the Village of Paddock Lake does not have the staff to take on that responsibility.
- The next meeting is March 23<sup>rd</sup>, 6:30 pm at the Twin Lakes branch.

*Building & Zoning Report & Storm Water Management Report – Tim Popanda*

- Build out permits are issued for the frozen yogurt shop that will be located at the west end of the commercial property owned by James Becker on the north side of STH 50 across from the high school.
- Administrator Popanda met with Steve Mills regarding the development of the property south of Walgreens.
- Curbs and streets will be swept by Kenosha County public works next week. In April the board needs to discuss how the three acres purchased by the Village and the Lake District will be developed for flood management. The Village of Paddock Lake does not qualify for any grant assistance.

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

- The County Board passes a resolution opposing going to county wide assessing as required in the proposed State Budget.

**REPORTS OF STANDING COMMITTEES**

*Finance & Administration - President Burns*

- No additional information from the Committee of the Whole meeting.

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

President Burns moved to approve Resolution R15-02 to transfer monies in the 2014 General Fund, to fund the previously approved Village of Paddock Lake Capital Improvement Plan and amending the 2015 Capital Improvement Fund Budget. Seconded by Trustee Christenson and approved by roll call vote (6-0).

President Burns moved to waive the first reading of Ordinance 15-03, adopting Chapter 44 of the Municipal Code of Ordinances. Seconded by Trustee Barry and approved by roll call vote (6-0).

President Burns moved to approve Ordinance 15-03, adopting Chapter 44 of the Village of Paddock Lake Code of Ordinances regulating the on-street operation of golf carts. Seconded by Trustee Brenner and approved by roll call vote (Yes: Barry, Brenner, Burns, Fish and Walter. No: Christenson).

*Judiciary & Licensing – President Burns (pro-tem)*

February Court Report: 9 parking violations, 56 traffic violations, 0 village ordinance violations involving adults, 5 village ordinance violation involving juveniles, 4 pre-trials, 0 trials, 2 Indigency hearings.

President Burns moved to approve new operator's licenses for: Samantha Fish (Paddock Lake Shell) and Marissa Manwell (Benjamin Beer). Seconded by Trustee Fish and approved by roll call vote (6-0). Licenses expire June 30, 2015. Applicants have completed a responsible beverage server's class and background check.

*Police & Fire - Trustee Barry*

- There were 17 calls for January and 8 calls for February for Salem Emergency Services There were 355 February police calls.

*Health, Welfare & Recycling - Trustee Christenson*

- Administrator Popanda reviewed the total costs, per capita costs along with the spread sheet for the sale of recyclables for the annual recycling report. The Village recycles well, but the commodity prices have dropped resulting in smaller monthly rebates. Administrator Popanda is applying for a State recycling award on behalf of the Village.

Trustee Christenson moved to approve the 2014 Annual Recycling Report as presented and submitted to the State of Wisconsin Department of Revenue. Seconded by Trustee Brenner and approved by roll call vote (6-0).

*Buildings & Grounds - Trustee Brenner*

- No report.

*Public Works – Trustee Fish*

- Trustee Fish commended WWTP employees and staff for electricity cost saving that have been achieved in the last few months.

Trustee Fish moved to approve engineering services work order with Baxter & Woodman Engineering services for 235<sup>th</sup> avenue and 248<sup>th</sup> Avenue in an amount not tot exceed \$23,000. Cost allocated for Capital Improvement Fund account 03-02-09-56930. Seconded by President Burns and approved by roll call vote (6-0).

Trustee Fish moved to approve and accept the lowest responsible bidder, Stark Asphalt-Brookfield, Wis. for pavement improvements on 235<sup>th</sup> Avenue and 242<sup>nd</sup> Avenue with a cost not to exceed \$229,257.50 for 235<sup>th</sup> Avenue and \$68,688 for 242<sup>nd</sup> Avenue. Total cost not to exceed \$297,964.25. Seconded by Trustee Brenner and approved by roll call vote (6-0).

Trustee Fish moved to allow the Village President and Village Clerk-Treasurer the authorization to sign such documents necessary to execute a contract between the Village of Paddock Lake and Stark Asphalt of Brookfield, Wis. for pavement improvements on 235<sup>th</sup> Avenue and 242<sup>nd</sup> Avenue with a cost not to exceed \$297,946.25. Seconded by Trustee Christenson and approved by roll call vote (Yes: Barry, Brenner, Christenson, Fish and Walter. Abstain: Burns).

Trustee Fish moved to approve the purchase of a new 25hp aeration drive motor and reconditioning the existing drive motor at a cost not to exceed \$4,927. Seconded by Trustee Christenson and approved by roll call vote (6-0).

Trustee Fish moved to authorize the Village Administrator to purchase dissolved oxygen meter and contract with Pieper Electric and Baxter & Woodman Controls to install and program the analyzer at a cost not to exceed \$4,632.

Allocation of costs: 04-21-00-53651 Special Dept. Expenses. 40% = \$1,857.80

04-66-00-53652 Outlay. 25% = \$1,158.

04-21-00-53656 Computer. 10% = \$463.20

04-21-00-53654 Outside Services. 25% = \$1,158.

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

Trustee Fish moved to authorize the village staff to contract with Pieper Electric and Baxter & Woodman Controls to install a variable speed drive and controls on the WWTP post aeration blower with a cost not to exceed \$10,130. Seconded by Trustee Brenner and approved by roll call vote (6-0).

*Tree Commission* – Trustee Brenner

- Arbor Day will be Saturday, April 25<sup>th</sup>, 10 am at Erickson Park.

President Burns moved to approve Resolution R15-03, approving and adopting the Village of Paddock Lake Ash Tree Removal Assistance program and policy. Seconded by Trustee Christenson and approved by roll call vote (6-0).

President Burns moved to approve Community Tree Management Institute (CTMI) student project for public works employee Greg Glaze. The student project includes the removal of diseased ash trees, the planting of replacement trees and construction of park benches at Senior Citizen Park. Seconded by Trustee Walter and approved by roll call vote (6-0).

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

*President* – Terry Burns:

- The March 14<sup>th</sup> Kenosha County Council of Governments meeting was well attended. President Burns updated the group about the Ash Tree Abatement Program and the golf cart ordinance. He also initiated conversation about the municipalities having vehicles that use compressed natural gas (CNG). Resident Mike Underhill and Trustee Fish both offered opinions on the use of CNG.

*Clerk-Treasurer* – Emily Uhlenhake

- February treasurer report included with packet.
- The Spring Election is Tuesday, April 7<sup>th</sup>.

*Administrator* – Tim Popanda

- Street crack sealing begins next week. Our employees will assist Kenosha County Highway Department employees.
- The American Tower Company has purchased the Verizon tower and will need to renegotiate the tower rental contract and ground lease agreement with the Village of Paddock Lake.
- The Village is still working with Baxter & Woodman on requesting a variance from the DNR for the WWTP Permit. The Village has a court date for contesting the DNR's statement that the village does not qualify for a variance. Other options are being considered.

*Attorney* – Jeff Davison:

- No report.

*Old Business:*

- Trustee Walter inquired about the origin of the bond schedule for the golf cart ordinance.
- Trustee Brenner wanted to know when spring leaf would begin. It will start in May; until then the drop off sites are available for leaves and branches.

*New Business:* None

*Citizen Comments:* Salem School Board candidate Robert Spencer asked the board to consider improving the basketball courts at McAlonan Park for 3 on 3 tournaments.

At 8:20 pm President Burns moved to adjourn. Seconded by Trustee Fish and approved unanimously by voice vote.

Respectfully submitted,

Emily Uhlenhake, Clerk-Treasurer  
Village of Paddock Lake