

VILLAGE OF PADDOCK LAKE BOARD OF TRUSTEES MEETING  
WEDNESDAY, SEPTEMBER 16, 2015, 7 PM

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

The Pledge of Allegiance was led by members of Girl Scout Troop 7311 that were present.

Village Board attendance: President Terry Burns, Trustees Barb Brenner, Kathy Christenson Dick Fish, Gary Kaddatz and Gloria Walter. Please note there is a vacant trustee position at this time.

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

The meeting agenda was posted Monday, September 14, 2015, 4:30 pm 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 August 22, 2015 village board meeting. Seconded by Trustee Christenson and approved by roll call vote (6-0)

Allowances & Disallowances: 08/19/2015 – 09/16/2015; checks 23227 - 23340 totaling \$619,604.50. President Burns moved to approve the Allowances & Disallowances as presented. Seconded by Trustee Brenner 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 multi-use trail project is almost complete. Assistance at the wastewater treatment plant continues and the village was assisted in determining insurance values of the wastewater treatment plant property in the open.

*Community Library Report* – Gloria Walter

The last meeting was August 28<sup>th</sup> at the Twin Lakes branch. New carpet is installed at the Salem location and that parking lot's seal coating is complete.

Trustee Christenson stated the Kenosha Library System is joining the Integrated Library Service that shares services with the Lakeshore Library System therefore the Community Library will be part of it also. There is no addition cost to the library for this.

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

The village is waiting for site plans for proposed development on the west side of the village. The public works staff will start vacuuming storm sewer catch basins soon with the assistance of an outside vendor.

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

The tax levy for the county is going up between 2 – 5%.

“Walk Your Socks Off” is done for the season. Team Benjamin Beer placed first and the trophy presentation is Saturday, September 19<sup>th</sup>, 9 am, at the Glazed Bakery.

**REPORTS OF STANDING COMMITTEES**

*Finance & Administration* - President Burns

President Burns reviewed the information from the Committee of the Whole meeting.

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 approve Resolution #R15-09 opposing the American Transmission Company's Spring Valley, Lake Geneva project planned routes of electrical transmission lines as they relate to the Village of Paddock Lake. Seconded by Trustee Brenner and approved by roll call vote (6-0).

President Burns moved to authorize the Village Administrator to enter into an employment agreement with Gerald Gilbertson to pursue Wastewater Operator and Water System certifications. Seconded by Trustee Christenson and approved by roll call vote (6-0).

President Burns moved to authorize the Village Administrator to accept the quote from Platinum Systems to replace the village hall on premises server, with a three year cost not to exceed \$27,432 with the monthly cost not to exceed \$762. Costs allocated from General Fund account #01-27-00-51456, Computer Hardware/Software and Capital Improvement Fund account #03-02-09-56900, Administration. Seconded by Trustee Brenner and approved by roll call vote (6-0).

President Burns moved to authorize village staff to submit a Letter of Intent to elect dental insurance as part of the 2016 Group Health Insurance Plan with the State of Wisconsin Group Health Insurance Program as well as authorize a Resolution of Inclusion under the Wisconsin public Employers Group Health Insurance Program. Seconded by Trustee Brenner and approved by roll call vote (6-0).

President Burns moved to approve Resolution #R15-10, A Preliminary Resolution for Special Assessments for Properties located in the Village of Paddock Lake. Seconded by Trustee Walter and approved by roll call vote (6-0).

President Burns moved to waive the first reading of Ordinance 15-10 adopting section 5.21 of the Village of Paddock Lake Code of Ordinances as it relates to illegal dumping of debris. Seconded by Trustee Kaddatz and approved by roll call vote (6-0).

President Burns moved to approve Ordinance 15-10 adopting section 5.21 of the Village of Paddock Lake Code of Ordinances as it relates to illegal dumping of debris. Seconded by Trustee Brenner and approved by roll call vote (6-0). President Burns asked for a more detailed definition of "contractor". It will be available for the October meeting.

#### *Judiciary & Licensing – Trustee Kaddatz*

August Court Report: 15 parking violations, 60 traffic violations, 1 village ordinance violations involving adults, 0 water patrol violations, 1 village ordinance violation involving juveniles, 1 village ordinance for golf carts, 4 pre-trials, 0 trials, 0 Indigency hearings, totaling 82 cases.

Trustee Kaddatz moved to issue new operator licenses to Katie Jo Harris (Drifters), Shazad Thind (Paddock Lake Shell) and Richelle Taylor & Wallace Townsend Jr. (Brass Ball Mobil). Applicants have completed the Responsible Beverage Servers class and back ground checks. Licenses expire 06/30/2016. Seconded by Trustee Walter and approved by roll call vote (6-0).

#### *Police & Fire - Trustee Walter*

Trustee Walter summarized the latest police report. The deputies logged 3,318 miles in August. There was not fire/rescue report available.

#### *Health, Welfare & Recycling – Trustee Christenson*

No additional information from the Committee of the Whole meeting

Trustee Christenson moved to authorize the Salem/Paddock Lake Girl Scout Troop 7311 to design, construct and maintain five (5) kiosk libraries within Senior Citizen Park, North Park, Hoag Park,

Pathway Glen park and McAlonan Park, subject to Troop 7311 providing the village a Certificate of Liability Insurance and signing a Hold Harmless Agreement. The locating and installation of each library kiosk in the parks will be performed by volunteer village staff and board members. Seconded by Trustee Brenner and approved by roll call vote (6-0).

*Buildings & Grounds* - Trustee Brenner

The Piers Condo Assn. will meet at the village hall on Saturday, September 19<sup>th</sup>.

Trustee Brenner moved to approve the three (3) year lease with Weil Foot & Ankle Institute to rent tenant space "B" located at 7001 236<sup>th</sup> Avenue, AKA the Annex Building. Seconded by Trustee Christenson and approved by roll call vote (6-0).

Trustee Brenner moved to approve the three (3) year lease with Edenhofer Law Offices, SC to rent tenant space "A" located at 7001 236<sup>th</sup> Avenue, AKA the Annex Building. Seconded by Trustee Christenson and approved by roll call vote (6-0).

*Public Works* – Trustee Fish

President Burns moved to approve Baxter & Woodman's work order # 150799.40 to provide engineering services to facilitate the replacement of a cross culvert ditching of the drainage ditch adjacent to 61<sup>st</sup> Street & 236<sup>th</sup> Avenue. Cost not to exceed \$2,500 and allocated to public works accounts #01-41-44-53441, Road Maintenance, #01-41-42-53450, MS4 Storm Water and #01-41-06-53183, Professional Services. Seconded by Trustee Kaddatz and approved by roll call vote (6-0). Seconded by Trustee Kaddatz and approved by roll call vote (6-0).

Trustee Fish moved to accept MBR Products revised invoice and quote to repair siding on buildings #5 and #7 for damage caused by landscaping contractor Shawn Roberts LLC, cost not to exceed \$2,350. Seconded by Trustee Kaddatz and approved by roll call vote (6-0).

Trustee Fish moved to authorize village administrator to sell surplus village equipment using Public surplus Group, Inc. Items for auction include the 2004 weed harvester, trailer and shore conveyor; 1997 GMC Top Kick C8500, plow and salter; 1974 Chevy Step Van Model P-30; HPS shoe Box street lights; manhole grouting machine; various gear drives and pumps. Seconded by Trustee Brenner and approved by roll call vote (6-0).

*Tree Commission* – President Burns (pro-tem)

No additional information from the Committee of the Whole meeting

President Burns moved to authorize village staff to reimburse Mrs. Gold \$500 from the Ash Tree Removal Fund subject to the successful removal and inspection of two infested ash trees at 24206 74<sup>th</sup> Place. Cost allocated from account #01-47-36-56912. Seconded by Trustee Christenson and approved by roll call vote (6-0).

## **REPORTS OF VILLAGE OFFICIALS:**

*President* – Terry Burns

No additional comments.

*Clerk-Treasurer* – Emily Uhlenhake

The August treasurer report included with packet.

*Administrator* – Tim Popanda

Budget Workshops are set for October 6<sup>th</sup> and 22<sup>nd</sup>. On October 29<sup>th</sup> there will be a workshop to discuss the west side water system and if necessary conclude the budget work.

Leaf pick up begins October 12<sup>th</sup> and continues through December 5<sup>th</sup>. E-waste collection is December 5<sup>th</sup>, am – 12 noon at the public works yard.

*Attorney* – Jeff Davison  
No additional report.

*Old Business:* None

*New Business:* None

*Citizen Comments:* none

At 7:41 pm President Burns moved to go into closed session per §19.85(1)(e) conferring with legal counsel regarding the Community Library agreement. Included with the board members are the village administrator, clerk-treasurer and village attorney. Seconded by Trustee Christenson and approved by roll call vote (6-0).

At 8:33 pm President Burns moved to return to open session. Seconded by Trustee Fish and approved by roll call vote (6-0).

President Burns moved to approve Resolution R15-08, A Resolution Requesting Exemption from County Library Tax for 2016 Budget for the Village of Paddock Lake. Seconded by Trustee Fish and approved by roll call vote (6-0).

At 8:35 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