

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

The meeting was called to order at 7:03 pm by President Burns.

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

Staff present: Administrator Tim Popanda, Deputy Clerk-Treasurer Michelle Shramek and Attorney Jeff Davison.

The meeting agenda was posted Monday, December 14, 2015, 11:30 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 November 18, 2015 village board meeting. Seconded by Trustee Brenner and approved by roll call vote (5-0)

Allowances & Disallowances: 11/18/15 – 12/15/15; checks 23549 - 23627 totaling \$259,977.85. President Burns moved to approve the Allowances & Disallowances as presented. Seconded by Trustee Walter and approved by roll call vote (5-0).

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 (5-0).

PRESENTATIONS, PETITIONS & COMMUNICATIONS:

Engineers Report – Mark Kolczaski (not present)

There is no additional information to be presented since the Committee of the Whole meeting. Administrator Popanda stated there would be new information before the next meeting.

Community Library Report – Gloria Walter

The library has sent the full time employees to various training and webinars to improve services. The roof at The Salem branch has been repaired. The employees will now contribute to the health insurance. The wage scale and budget for 2016 was passed. The meeting was held Monday, December 14, 2015.

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

The year-end report was given. 131 permits were issued; the value was \$3,410,099.00 with \$26,547.00 in fee collected. Three new business in the Village for 2016, Cherry Berry, Living Well and Bella's Pizzeria. Continued cleaning of the interceptors and catch basins is happening as long as the weather holds. In the processes of testing where a catch basin deposits the green dyed used made its way to the lake. Administrator Popanda will look into various catch basins along 248th Ave.

Elected County or State officials – John Poole

The county held training for railway accidents. The ATC is moving forward and looks like a decision will possibly be made in February.

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 (5-0).

President Burns moved to approve survey map altering property lines on tax parcel 40-4-120-031-1401 and 40-4-120-031-1415 for property owners Brian Sullivan and DeBell Dairy LLC. Seconded by Trustee Brenner and approved by roll call vote (5-0).

President Burns moved to appoint the following poll workers for the term 1/1/16 through 12/31/17; Chief Inspectors: Sally Crnich, Karen Harris, Tom Lubke and Marjory Smelzer. Inspectors: Louise Gillmore, Patricia Merrill, Gloria Walter and Sarah Washack. Alternates: Chris Bucko, Cheryl Godin, Amy Jehlicka, Bill Knigee, Dolores Kowlake, Linda McKinney, Kallie Shramek and Cliff Shramek. Seconded by Trustee Christenson and approved by roll call vote (5-0)

President Burns moved to transfer funds from sewer wages and related accounts to cover the Outside Services deficit relating to Baxter & Woodman assistance for WWTP operation Assistance. Estimated deficit not to exceed \$70,000. Transfer unspent funds from : 04-21-00-53601, sewer wages; 04-21-00-5360, social security \$ MC; 04-21-00-53604, state retirement; and 04-21-00-53605, group health insurance to transfer to account 04-21-00-53654; outside services. Seconded by Trustee Fish and approved by roll call vote (5-0)

President Burns moved to approve the use of a newly designated village logo as designed per attached. Seconded by Trustee Brenner and approved by roll call vote (4-1. Yes: Brenner, Burns, Fish, Walter. No: Christenson).

Judiciary & Licensing – President Burn pro tem for Trustee Kaddatz

November Court Report: 7 parking violations, 31 traffic violations, 0 village ordinance violation involving adults, 10 village ordinance violations involving juveniles, 2 pre-trials, 0 trials, 1 Indigency hearings, totaling 51 cases.

President Burns moved to issue new operator licenses to Eric Jones (Drifters) and Nancy Kukla (Brass Ball Mobil). Applicants have completed the Responsible Beverage Servers class and back ground checks. Licenses expire 06/30/2016. Seconded by Trustee Christenson and approved by roll call vote (5-0).

Police & Fire - Trustee Walter

Trustee Walter summarized the most recent police there was no fire/rescue reports.

Trustee Walter moved to approve the 2016 Kenosha County Sheriff contract with a cost not to exceed \$263,868 per year. Seconded by Trustee Brenner and approved by roll call vote (5-0).

Trustee Walter moved to approve the 2016 animal control contract that includes an increase of \$25 per month for the retainer fee. Seconded by Trustee Christenson and approve by roll call vote (5-0).

Health, Welfare & Recycling – Trustee Christenson

Christmas Parade & Tree lighting is set for Saturday, December 19th, 4 pm. Parade line up will is 3:30 pm at McAlonan Park.

The village had a request at Committee of the Whole from the Westosha-Salem Kiwanis for a donation to offset the July fireworks display. The amount will be determined after all the 2015 bill have been paid.

Trustee Brenner moved to authorize village staff to expend remaining funds of the 2015 general budget account number 01-45-27-55343 to Westosha –Salem Kiwanis, Inc to offset the 2016 July 4th fireworks display. Seconded by Trustee Walter and approve by roll call vote (4-1. Yes: Brenner, Burns, Fish, Walter. No: Christenson).

Buildings & Grounds - Trustee Brenner

The parking lot lights at the annex building are beyond repair the Administrator is looking to replace the lights with LED.

Administrator Popanda reported that the village received a \$330 Focus on Energy refund for energy assistance, for the lights put in at the Public Works.

Public Works – Trustee Fish

No additional information from the Committee of the Whole meeting

Trustee Fish moved to authorize the Village Staff to apply for State of Wisconsin Road Improvement Funds. Seconded by Trustee Christenson and approved by roll call vote (5-0).

Trustee Fish moved to deny the request for a variance on tax parcel 40-4-120-023-1570, 24421 75th St Suite #4 to use the existing interior grease trap. Sufficient testimony has not been presented in this case to meet the criteria set forth in village ordinance e7.56 to overturn municipal ordinance 7.56(g). Seconded by Trustee Christenson and approved by roll call vote (5-0).

Trustee Fish moved to authorize staff to accept the lowest responsible proposal from Treadroc, INC of Antioch IL to replace tires on village fleet, with a cost not to exceed \$2039.50. Cost to be allocated to the following account numbers: Leaf Vacuum 01-43-42-53664 \$444.03; Fleet 01-41-00-53363 \$957.25 and snow equipment 01-41-34-53364 \$638.19. Seconded By Trustee Brenner and approved by roll call vote (5-0).

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 Ms. Seiberlich of 6305 247th Ave for the removal of two ash trees in the amount not to exceed \$675.00. As Cost allocated to account #01-47-36-56912. Seconded by Trustee Christenson and approved by roll call vote (5-0).

REPORTS OF VILLAGE OFFICIALS:

President – Terry Burns

Merry Christmas to all and reminder of the Christmas Parade this Saturday and asked that nomination papers not be brought to the event.

President Burns attended the Leadership Kenosha event at the County Administration building where he represented the Village. He was able to meet the new Parks director.

Deputy Clerk-Treasurer – Michelle Shramek

The October treasurer report included with packet.

Nomination papers for the April 5, 2016 Presidential Preference and Spring Election are available for circulation December 1st and need to be returned by 5 pm, Tuesday, January 5th. February 16th is the date for a primary if necessary.

Village Hall will be closed Thursday & Friday, December 24, 25, 31 and January 1, 2016.

Administrator – Tim Popanda

The Village is working with the WI DNR the Core of Engineers and Kenosha County to remove the beaver dam on Brighton Creek. The water level at Brighton Creek where the Village effluent water is deposited is getting dangerously high.

There is a continual problem with storm water entering into the sewer plant. In times of heavy rain the sewer plant is taking on 1.2 to 1.8 million gallons a day going through the plant. Staff has narrowed the area to four blocks on the north side. Early next month might call for a special meeting to approve televising the line to pin point the problem.

Staff received training on active shooter, fire extinguisher and loose dog on Tuesday December 8th.

Attorney – Jeff Davison
Merry Christmas and Happy New Year, that is all.

Old Business: Trustee Christenson presented the certificates for the Christmas Parade. First place will receive \$75, second place \$50 and third \$25 cash prizes.

New Business: None

Citizen Comments: None

At 7:48 pm President Burns moved to go into closed session per Wis. Stat. §19.85(1)(g) conferring with legal counsel regarding the 239th Court storm water report submitted by consulting engineer. The Village Board will return to open session. Included in closed session will be Village Administrator; Tim Popanda, Village Attorney; Jeff Davison. Seconded by Trustee Christenson and approved by roll call vote (5-0).

President Burns moved to return to open session. Seconded by Trustee Christenson and approve by roll call vote (5-0)

The board adjourned the closed session at 8:15 pm by unanimous consent.

Respectfully submitted,
Michelle Shramek, Deputy Clerk-Treasurer
Village of Paddock Lake