

VILLAGE OF PADDOCK LAKE BOARD OF TRUSTEES MEETING
WEDNESDAY, MARCH 23, 2016, 7 PM

Please note this is the board meeting taking the place of the postponed March 16th meeting.

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

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

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

The meeting agenda was posted Monday, March 21, 2016, 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 February 17, 2016 village board meeting. Seconded by Trustee Walter and approved by roll call vote (5-0).

Allowances & Disallowances: 02/17/16 ó 03/14/16; checks 23951 - 24044, totaling \$874,969.23. President Burns moved to approve the Allowances & Disallowances as presented. Seconded by Trustee Brenner 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 Brenner and approved by roll call vote (5-0).

PRESENTATIONS, PETITIONS & COMMUNICATIONS:

Engineers Report ó Mark Kolczaski

No additional information since the Committee of the Whole meeting.

Community Library Report ó Gloria Walter

HVAC bids are being sought for the Salem Branch. The board is currently evaluating the library director. President Burns suggested the salary increase should be merit based. Trustee Walter stated her library board term expires in April and the village should be receiving a letter about it from the library director. The next library board meeting is Monday, March 28th at the Twin Lakes branch.

President Burns stated he received a response about the proposed library representation agreement from the Department of Public Instruction. The letter stated the proposal was illegal and the library structure has been non-compliant for 24 years. After the April election President Burns would like to go through the Twin Lakes proposal with Trustees Walter and Christenson and Administrator Popanda and make changes to make the proposal compliant. The updated version would then be sent to the other municipalities for approval.

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

He met with Steve Mills and his company has two potential retail stores for the property south of Walgreens. Mills has met with WisDOT and Walgreens about changing the cross access on STH 83. The next step is to meet with Central High School about changing the parking lot driveway for the softball field to line up with the proposed access for the development.

Street sweeping will begin soon in the village.

Elected County or State officials – John Poole

Supervisor Poole stated he was disappointed in the final decision for the ATC route. He also thanked all the residents that signed his nomination papers and urged everyone to vote on April 5th.

REPORTS OF STANDING COMMITTEES

Finance & Administration - President Burns

President Burns moved to pay all bills over \$1,000 as presented. Seconded by Trustee Brenner and approved by roll call vote (5-0).

President Burns moved to approve Resolution R16-04 to carryover unused 2015 Fund 03 funds and transfer funds from the general reserve to fund 2016 Capital Project Fund. Seconded by Trustee Fish and approved by roll call vote (5-0).

President Burns moved to waive the first reading of Ordinance 16-03, an ordinance to repeal and recreate sections 12.09 of the code of ordinances of the Village of Paddock Lake. Seconded by Trustee Brenner and approved by roll call vote (5-0).

President Burns moved to approve Ordinance 16-03, an ordinance to repeal and recreate sections 12.09 of the code of ordinances of the Village of Paddock Lake relating to Board of Zoning Appeals. Seconded by Trustee Walter and approved by roll call vote (5-0).

President Burns moved to waive the first reading of Ordinance 16-04, an ordinance to repeal and recreate sections 12.13, 12.18 and 12.19 of the code of ordinances of the Village of Paddock Lake relating to control of construction site erosion and sediment. Seconded by Trustee Brenner and approved by roll call vote (5-0).

President Burns moved to approve Ordinance 16-04, an ordinance to repeal and recreate sections 12.13, 12.18 and 12.19 of the code of ordinances of the Village of Paddock Lake relating to control of construction site erosion and sediment. Seconded by Trustee Fish and approved by roll call vote (5-0).

President Burns moved to approve the purchase of administrative software from Civic Systems in the amount of \$59,875.00. The costs will be paid in three equal annual payments of \$19,958.33 and allocated from the following accounts:

01-27-00-51456	General Fund Computer Hardware/Software
03-02-09-56900	Capital Improvement Fund ó Administration
04-21-00-53656	Sewer Fund Computer Hardware/Software
07-21-00-68156	Water Fund Computer Hardware/Software

Seconded by Trustee Brenner and approved by roll call vote (5-0).

President Burns moved to approve the purchase of two on-premises computer servers from Platinum Systems in the amount of \$22,126.87. Costs allocated from the following accounts:

01-27-00-51456	General Fund Computer Hardware/Software
03-02-09-56900	Capital Improvement Fund ó Administration

Seconded by Trustee Walter and approved by roll call vote (5-0).

President Burns moved to authorize village staff to reimburse Westosha Central High School \$73,539.50 from the School funded multi-use trail escrow account 12-00-00-27055. Seconded by Trustee Brenner and approved by roll call vote (5-0).

Judiciary & Licensing ó Trustee Kaddatz

February Court Report: 30 parking violations, 36 traffic violations, 2 village ordinance violation involving adults, 8 village ordinance violations involving juveniles, 3 pre-trials, 0 trials, 0 Indigency hearings, totaling 79 cases.

Trustee Kaddatz moved to deny the appeal of Jessica Marquardt (Walgreens) for an operator license. Seconded by Trustee Walter and approved by roll call vote (Yes: Burns, Fish, Kaddatz, Walter. Abstain: Brenner).

Trustee Kaddatz moved to issue a new operator license to Zoravar S. Natt (Paddock Lake Shell). The applicant has completed a responsible beverage server's class and background check. The license expires June 30, 2016. Seconded by Trustee Walter and approved by roll call vote (6-0).

Police & Fire - Trustee Walter

Trustee Walter summarized the most recent police and fire/rescue reports.

Health, Welfare & Recycling ó Trustee Christenson

No report.

Buildings & Grounds - Trustee Brenner

No report.

Trustee Brenner moved to approve the purchase of a natural gas 30KW standby generator and transfer switch at the village hall, using the lowest responsible bidder Hintz Electric in the amount of \$13,383; cost to be allocated to the Capital Improvement Fund facilities account 03-02-09-56910. Seconded by Trustee Fish and approved by roll call vote (5-0).

Trustee Brenner moved to authorize the Village Administrator to hire Fox Plumbing to install gas piping to the new generator in the amount of \$2,615.30. Cost to be allocated from Capital Improvement Fund facilities account 03-02-09-56910. Seconded by Trustee Fish and approved by roll call vote (5-0).

Trustee Brenner moved to accept the lowest bid for lawn maintenance and nuisance grass cutting services from Fox Services in the amount of \$14,675 per year and to authorize village staff to execute said agreement. Seconded by Trustee Fish and approved by roll call vote (5-0).

Public Works – Trustee Fish

No additional information from the Committee of the Whole meeting

Trustee Fish moved to approve the Department of Public Works spring and summer 2016 projects. Seconded by Trustee Brenner and approved by roll call vote (5-0).

Trustee Fish moved to approve the final pay request to Stark Asphalt for the 2015 street improvement project in the amount of \$18,379.65. Expenses allocated to the Capital Improvement Fund pavement resurfacing account 03-02-09-56930. Seconded by Trustee Brenner and approved by roll call vote (5-0).

Trustee Fish moved to approve Baxter & Woodman construction services work order #151144.60 for the 2016 street improvement project in the amount of \$18,500. \$14,500 allocated from General Fund professional services account 01-41-44-53442 and \$4,000 allocated from General Fund road outlay account 01-41-06-53183. Seconded by Trustee Walter and approved by roll call vote (5-0).

Trustee Fish moved to approve the final pay request for The Wanasek Corporation for the STH 83 multi-use trail project in the amount of \$7,694.96. Cost allocated from the Central High School escrow account 12-00-00-27055. Seconded by Trustee Brenner and approved by roll call vote (5-0).

Tree Commission – President Burns (pro-tem) ó No report.

REPORTS OF VILLAGE OFFICIALS:

President ó Terry Burns

- Kenosha County Council of Governments meeting is Saturday, April 2nd, 8:30 am at the Kenosha County Center.
- The Village of Paddock Lake has been officially designated "Tree City USA" by the Arbor Day Foundation.

Clerk-Treasurer – Emily Uhlenhake

- The February treasurer report included with packet.
- Presidential Preference and Spring Election is Tuesday, April 5th.
- The field work for the 2015 financial audit is complete.

Administrator – Tim Popanda

- Board members received a copy of an incident report relating to an alleged sludge spill into Brighton Creek. After a thorough investigation and water testing of the area it was determined the debris was the result of beaver dams built in the area.
- April 7th is the deadline for bid submittal for purchase the old step van.
- A Lake District Commissioner meeting to hire summer help may be needed before the next Committee of the Whole meeting.

Attorney ó Jeff Davison ó No report

Old Business: None

New Business:

Citizen Comments: None

At 8:05 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