

VILLAGE OF PADDOCK LAKE BOARD OF TRUSTEES MEETING  
WEDNESDAY, JUNE 15, 2016, 7 PM

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

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

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

The meeting agenda was posted Monday, June 13, 2016, 11:45 am at the Village Hall, Southport Bank - Paddock Lake Branch and BMO Harris Bank – Paddock Lake Branch.

**PUBLIC HEARING – LIQUOR LICENSES & CABARET LICENSES**

Trustee Kaddatz moved to open the public hearing for liquor license applicants and cabaret license applicants:

Class A (beer& cider): Triple B enterprises (Brass Ball Mobil); BP Operating Group (Paddock Lake BP); JRP Petroleum, Inc. (Paddock Lake Citgo).

Class A (beer): Paddock Lake Shell, Inc. (Paddock Lake Shell)

Class A (beer & liquor): Paddockfest, Inc. (Lakeside Sentry); Walgreens Store #005935

Class B (beer & liquor): Drifters Bar & Grill LLC (Drifters); Vigas Log Cabin Inc. (La Cabana Mexican Restaurant); Bella's Pizzeria Company (Bella's Pizzeria)

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

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

Comments: Resident Pat Warner inquired as to whether Drifters would have outside speakers in the beer garden as part of their cabaret license.

Trustee Kaddatz moved to close the public hearing for liquor license applicants and cabaret license applicants:

Class A (beer& cider): Triple B enterprises (Brass Ball Mobil); BP Operating Group (Paddock Lake BP); JRP Petroleum, Inc. (Paddock Lake Citgo).

Class A (beer): Paddock Lake Shell, Inc. (Paddock Lake Shell)

Class A (beer & liquor): Paddockfest, Inc. (Lakeside Sentry); Walgreens Store #005935

Class B (beer & liquor): Drifters Bar & Grill LLC (Drifters); Vigas Log Cabin Inc. (La Cabana Mexican Restaurant); Bella's Pizzeria Company (Bella's Pizzeria)

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

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

President Burns moved to approve the minutes from the May 18, 2016. Seconded by Trustee Brenner and approved by roll call vote (6-0)

President Burns moved to approve the minutes from the June 2, 2016 Board of Review. Seconded by Trustee Christenson and approved by roll call vote (6-0)

Allowances & Disallowances: 05/18/16 – 06/15/16; checks 24246 - 24341, totaling \$93,981.70.

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

## **PRESENTATIONS, PETITIONS & COMMUNICATIONS:**

### *Engineers Report – Mark Kolczaski*

- A capital improvement plan report for the old plant has been submitted to the village administrator.
- A pre-construction meeting for the sewer cleaning and televising will be scheduled soon.
- A pre-construction meeting for the 2016 street improvement project needs to be scheduled also.
- President Burns inquired if the Sullivan-DeBell CSM project was complete and could be closed out. It was decided that it is complete.

### *Community Library Report – Kathy Christenson*

- The library board met May 23<sup>rd</sup>. It was decided to suspend the nomination of new officers until the representatives designated by the new joint agreement among the municipalities are in place. The next meeting is July 25<sup>th</sup>, 6:30 pm at the Twin lakes branch.

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

- No additional building and zoning information.
- The catch basins are being inspected, cleaned and treated for mosquito abatement. Culverts are being replaced.

### *Elected County or State officials – John Poole*

- The county board is trying to address the large turnover among the correctional officers. The proposed wage increase brings the wages closer to the wages for this type of work in the private sector.
- The deputy sheriffs' contract is under consideration.
- Trustee Walter inquired about the cost of the new irrigation system at Brightondale golf course.

## **REPORTS OF STANDING COMMITTEES**

### *Finance & Administration - President Burns*

- In addition to the agenda items the board discussed the League of Wisconsin Municipalities "Just Fix It" campaign which in conjunction with the Transportation Development Association the Wisconsin Counties and Towns Associations urges the State Legislature and Governor to develop a long-term sustainable solution to fund Wisconsin transportation infrastructure. The board will take no action at this time.

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 authorize Deputy Clerk-Treasurer Michelle Shramek to attend the UW Green Bay Municipal Clerks Institute at a cost not to exceed \$1,238. Costs allocated to the following accounts:

01-27-00-51446            01-27-00-51447            01-27-00-51448

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

*Judiciary & Licensing – Trustee Kaddatz*

- May Court Report: 17 parking violations, 58 traffic violations, 1 village ordinance violation involving adults, 1 village ordinance violations involving juveniles, 0 village ordinance violations for golf carts, 4 pre-trials, 0 trials, 0 Indigency hearings, totaling 81 cases.

Trustee Kaddatz moved to approve the following liquor licenses:

Class A (beer& cider): Triple B enterprises (Brass Ball Mobil); BP Operating Group (Paddock Lake BP); JRP Petroleum, Inc. (Paddock Lake Citgo).

Class A (beer): Paddock Lake Shell, Inc. (Paddock Lake Shell)

Class A (beer & liquor): Paddockfest, Inc. (Lakeside Sentry); Walgreens Store #005935

Class B (beer & liquor): Drifters Bar & Grill LLC (Drifters); Vigas Log Cabin Inc. (La Cabana Mexican Restaurant); Bella's Pizzeria Company (Bella's Pizzeria)

Licenses expire June 30, 2017

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

Trustee Kaddatz moved to issue the following cabaret licenses with the following conditions:

Drifters Bar & Grill LLC, Shawn Russ agent. No music after 11 pm Sunday, Monday Tuesday & Thursday. No music after 2 am Wednesday, Friday & Saturday. Music allowed in the beer garden seven days per week until 9:30 pm.

La Cabana Mexican Restaurant, Cesar Jaimes agent. No music after 11 pm Sunday through Thursday.

No music after 2 am on Friday & Saturday.

Licenses expire June 30, 2017.

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

It was decided to revise the cabaret application for next year to be more specific for premises description.

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 and Family Dollar. Licenses expire June 30, 2017. Seconded by Trustee Walter and approved by roll call vote (6-0).

Trustee Kaddatz moved to issue con machine licenses to the following:

Drifters: [pool tables (2), jukebox (1), dart board (1), black jack game (1), video games (3)]; Redbox Automated Retail LLC [1 kiosk at Lakeside Sentry, 2 kiosks at Walgreens]. Licenses expire June 30, 2017. Seconded by Trustee Spencer and approved by roll call vote (6-0).

Trustee Kaddatz moved to approve renewal operator licenses per attached list. Seconded by Trustee Christenson and approved by roll call vote (6-0). Licenses expire June 30, 2017.

Trustee Kaddatz moved to approve new operator licenses per attached list. Seconded by Trustee Brenner and approved by roll call vote (6-0). Licenses expire June 30, 2017.

*Police & Fire - Trustee Walter*

- Trustee Walter summarized the most recent police and fire/rescue reports and the mileage reports.
- The village has been in contact with Captain Weyker regarding the large number of 911 hang-ups to specific addresses in the village. Verizon explained that 911 calls within a 30 – 40 mile radius are capable of hitting our towers and pinging village addresses directly in line with the towers.

*Health, Welfare & Recycling – Trustee Spencer*

- Bike Parade is Saturday, July 2<sup>nd</sup>, line up at 9:30 am at McAlonan Park. Volunteers should be at the Village Hall at 8:45 am to help set up for refreshments.

Trustee Spencer moved to authorize the village administrator to purchase three gift certificates from Bob's Pedal Pusher of Burlington, Wis. in the amount of \$325 each for total of \$975, gift certificates to be used as prizes for the best decorated bikes in the 2016 parade. Cost to be allocated to account #01-45-27-55343. Seconded by Trustee Christenson and approved by roll call vote (6-0).

*Buildings & Grounds - Trustee Brenner*

- Administrator Popanda confirmed the Town of Wheatland Volunteer Fire Department purchased the old village hall generator for \$3,000.

*Public Works – President Burns (pro-tem)*

No additional information from the Committee of the Whole meeting

President Burns moved to authorize village staff to pay Kenosha County Highway Department invoice for pavement crack sealing in the amount of \$24,270.64, costs to be allocated from the following accounts:

01-41-44-53441	Road maintenance	\$20,270.64
01-41-00-53351	DPW outlay	\$2,000
04-35-00-53664	WWTP grounds	\$2,000

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

President Burns moved to authorize village staff to prepare an official change order accepting the Stark Asphalt proposal in the amount of \$33,401 to repave and repair 242<sup>nd</sup> Ave. from CTH K to 61<sup>st</sup> St. Cost allocated to Capital Improvement account #03-02-09-56930 (pavement resurfacing). Seconded by Trustee Spencer and approved by roll call vote (6-0).

President Burns moved to approve resolution R16-05 approving the 2015 Compliance Maintenance Annual Report for the sewer plant. Seconded by Trustee Brenner and approved by roll call vote (6-0).

President Burns moved to authorize village staff to pay the Wisconsin DNR the following environmental fees.

Invoice #1: WWTP fees in the amount of \$3,184.05 allocated to account #04-33-00-53652.  
Invoice #2: MS4 (storm water fees) in the amount of \$500 allocated to account #01-41-42-53450.  
Invoice #3: Ground water fees in the amount of \$125 allocated to account #04-21-00-6851

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

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

- At the Committee of the Whole meeting the board discussed the protocol for removing the dead ash trees in the village that are on private property. Affected residents are sent letters explaining the ash tree removal program.

President Burns moved to authorize village staff to reimburse Robert Greenstreet 4425 from village ash tree removal assistance fund. Subject to successful removal and inspection of the infested ash tree located at 6219 243<sup>rd</sup> Avenue. Cost allocated to account #01-47-36-56912. Seconded by Trustee Spencer and approved by roll call vote (6-0).

**REPORTS OF VILLAGE OFFICIALS:**

*President – Terry Burns*

No additional information

*Clerk-Treasurer – Emily Uhlenhake*

- The May treasurer report included with packet.
- The Village Hall will be closed July 4<sup>th</sup> in observance of Independence Day.

- Office staff has met with the new software vendor and data conversion begins in July and training begins August 1<sup>st</sup>.

*Administrator – Tim Popanda*

- Administrator Popanda received an email from a Town of Salem resident who lives in the area that will become Village of Paddock Lake per the 2006 boundary agreement between the town and the village questioning what would be the effect of the Town of Salem-Village of Silver lake merger. Attorney Davison responded to the email.

*Attorney – Jeff Davison*

- Residents in the Village of Paddock Lake growth area will remain a separate Town of Salem entity while the rest of the town incorporates. This area will become part of the village in 2026.

President Burns moved to go into closed session per Wis. §19.85(1)(c) for the consideration of employment review. The board will return to open session for action on performance reviews only. Included in the closed session will be the Board of Trustees, Village Administrator and Village Attorney. Seconded by Trustee Spencer and approved by roll call vote (6-0).

At 8:34 pm President Burns moved to return to open session. Seconded by Trustee Kaddatz and approved by unanimous voice vote.

President Burns moved to approve the Administrators annual employee review report related to suggested merit pay increases. Seconded by Trustee Christenson and approved by unanimous voice vote.

*Old Business: None*

*New Business:* The Community Library Agreement was briefly discussed. It appears that the Town of Salem wishes to make a change to the library board membership structure. President Burns requested the topic be placed on the next Committee of the Whole meeting.

*Citizen Comments: None*

At 8:44 pm President Burns moved to adjourn. Seconded by Trustee Christenson and approved unanimously by voice vote.

Respectfully submitted,

Emily Uhlenhake, Clerk-Treasurer  
Village of Paddock Lake