

VILLAGE OF PADDOCK LAKE BOARD OF TRUSTEES MEETING  
WEDNESDAY, DECEMBER 21, 2016, 7 PM

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

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

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

The meeting agenda was posted Monday, December 19, 2016, 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 November 23, 2016 meeting. Seconded by Trustee Brenner and approved by roll call vote (7-0).

Allowances & Disallowances: November 1, 2016 – November 30, 2016; checks 24699- , totaling \$258,285.77. President Burns moved to approve the Allowances & Disallowances as presented. Seconded by Brenner and approved by roll call vote (7-0).

President Burns moved to suspend the Rules of Order to allow citizens to address the board during committee reports. Seconded by Trustee Walter and approved by roll call vote (7-0).

**PRESENTATIONS, PETITIONS & COMMUNICATIONS:**

*Engineers Report – Doug Snyder*

- No additional information since the Committee of the Whole meeting

*Community Library Report*

- The Library Board is evaluating the Director

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

- No additional information at this time

*Elected County or State officials – County Board Supervisor John Poole*

- The County meeting was canceled due to the recount, and the other scheduled meeting was the Holiday Party, there is no report to give

*Village Financial Advisor – Jim Mann, Ehlers and Associates*

- Reported on the creation of the overlay of TID District 1 to create a new TID. This would reset the clock to give us another 20 years to recoup the costs. The TID would cover approximately 50% of the water system costs and the developer's incentives. Mann suggested including more of Whitetail Ridge single family lots to give the TID a cushion. There was discussion about the time line. The Board gave Jim Mann the approval to move forward.

**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 (7-0).

President Burns moved to approve the intergovernmental cooperation agreement between the Village of Paddock Lake and Westosha Central High School regarding the application to WIS DOT for flashing pedestrian signs on State Highway 50. Seconded by Trustee Spencer and approved by roll call vote (7-0)

President Burns moved to authorize the Village Administrator to sign the Kenosha Area Business Alliance Memorandum of Understanding for the Village to participate in the Kenosha County talent attraction & retention initiative website, with a cost not to exceed \$2,000.00. Costs to be allocated to FY 2017 contingency reserve account 01-51-00-990-901. Seconded by Trustee Brenner and approved by roll call vote (7-0)

President Burns moved to repeal and recreate the existing village Fund Balance Policy with policy #16-12-02. Seconded by Trustee Kaddatz and approved by roll call vote (7-0).

President Burns moved to approve Resolution #16-13 transferring unrestricted general fund reserve to the village water utility budget and capital projects fund. Seconded by Trustee Kaddatz and approved by roll call vote (7-0).

Trustee Fish moved to approve Resolution 16-14, authorizing the Village President and staff to execute an option agreement and issue a request for qualifications for residential building project. Seconded by Trustee Christenson and approved by roll call vote (7-0).

Trustee Fish moved to authorize Village President and staff to sign the USDA obligation of funds and letter of intent for the water system loan amount of \$4,338,000 at 2.375% interest. Seconded by Trustee Christenson and approved by roll call vote (7-0).

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

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

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

- Trustee Walter summarized the most recent police report and the mileage reports along with the fire/rescue reports.

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

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

#### *Buildings & Grounds - Trustee Brenner*

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

#### *Public Works – Trustee Fish*

Trustee Fish moved to authorize Village Administrator to issue a village purchase order for the purchase of a 2016 Vermeer, model BC 1500 wood chipper from Vermeer Wisconsin with an amount not to exceed \$45,897.62. This price includes the trade of the village owned 2004 Vermeer BC 1000. Cost to be allocated to the following accounts: Capital Improvement Fund 03-02-09-56920, recycling outlay 01-43-42-536-365, DPW maintenance outlay 01-41-00-533-352. Seconded by Trustee Christenson and approved by roll call vote (7-0).

Trustee Fish moved to authorize Village Administrator to purchase a Stihl chain saw model MS 880 and Stihl Pole saw model HT 131 from Burriss Equipment in the amount of \$1,889.46. Cost to be allocated to account # 01-41-00-533-353. Seconded by Trustee Brenner and approved by roll call vote (7-0).

Trustee Fish moved to approve tire replacement proposal from Tredroc of Antioch, IL in the amount of \$3,377.00. Cost to be allocated to the following accounts 01-41-00-533-363 \$1,727.05, 01-41-30-533-364 \$929.95 and 01-43-42-536-363 \$520.00. Seconded by Trustee Christenson and approved by roll call vote (7-0).

*Tree Commission* – Trustee Christenson

Trustee Christenson moved to authorize village staff to reimburse Ann Day \$500 or 50% of the lowest qualified bid \$1,000 from FSN Tree and Landscaping. Seconded by Trustee Brenner and approved by roll call vote (7-0).

Trustee Christenson moved to authorize village staff to reimburse village property owners listed on attached spreadsheet 50% of the lowest bid received to remove ash trees. Seconded by Trustee Fish and approved by roll call vote (7-0).

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

*President* – Terry Burns

- Wish everyone a Merry Christmas and looking forward to 2017

*Clerk-Treasurer* – Michelle Shramek

*Administrator* – Tim Popanda

- Merry Christmas to all

*Attorney* – Jeff Davison

- Merry Christmas and Thank you Kathy Christenson for the goodies

*Old Business:* None

*New Business:* None

*Citizen Comments:* Trustee Christenson wished everyone a Merry Christmas

At 7:54 pm Trustee Fish moved to adjourn. Seconded by Trustee Christenson and approved unanimously by voice vote.

Respectfully submitted,

Michelle Shramek, Deputy Clerk-Treasurer  
Village of Paddock Lake