

VILLAGE OF PADDOCK LAKE BOARD OF TRUSTEES MEETING
WEDNESDAY, NOVEMBER 21, 2018, 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, Gary Kaddatz, Chris Kram, Robert Spencer and Gloria Walter.

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

The meeting agenda was posted November 19, 2018, 12 noon at the Village Hall, First American Bank - Paddock Lake Branch and BMO Harris Bank – Paddock Lake Branch.

President Burns moved to approve the minutes from the October 17, 2018 regular board meeting. Seconded by Trustee Christenson and approved by roll call vote (7-0)

President Burns moved to approve the minutes from the budget workshop of October 15th and October 22nd, 2018 with the amendment to state the budget allocates for a 2% employee wage increase versus that compensation will increase by 2%. Seconded by Trustee Christenson and approved by roll call vote (7-0).

President Burns moved to approve Allowances & Disallowances: October 1, 2018 – October 31, 2018: \$487,711.20. Seconded by Trustee 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 Kram and approved by roll call vote (7-0).

PUBLIC HEARING

President Burns moved to open the public hearing for the proposed 2019 General Fund Budget, 2019 Capital Improvement Fund Budget and the 2019 TID Budget. Seconded by Trustee Kaddatz and approved by roll (7-0).

Public Comments: Supervisor Poole inquired what the village did to lower the levy. It was primarily due to a reduction in debt service. There were no other comments.

President Burns moved to close the public hearing for the proposed 2019 General Fund Budget, 2019 Capital Improvement Fund Budget and the 2019 TID Budget. Seconded by Trustee Christenson and approved by roll (7-0).

President Burns moved to approve the 2019 General Fund Budget as presented. Seconded by Trustee Kram and approved by roll call vote (7-0)

President Burns moved to approve the 2019 General Fund allowable tax levy in the amount of \$1,476,018. This amount includes \$1,127,075 general operations tax levy and \$348,943 general fund debt service levy. The allowable tax levy calculation includes an allowable adjustment for prior year's unused levy carry forward (sec. 66.0602(3)(fm), Wis. States.) Seconded by Trustee Christenson and approved by roll call vote (7-0).

President Burns moved to adopt the 2019 Capital Improvement Fund Budget as presented. Seconded by Trustee Brenner and approved by roll call vote (7-0).

President Burns moved to adopt the 2019 Sewer Operations Budget as presented. Seconded by Trustee Kram and approved by roll call vote (7-0).

President Burns moved to adopt 2019 Water Operations Budget as presented. Seconded by Trustee Christenson and approved by roll call vote (7-0).

President Burns moved to adopt the 2019 TID Budget as presented. Seconded by Trustee Brenner and approved by roll call vote (7-0).

PRESENTATIONS, PETITIONS & COMMUNICATIONS:

Engineers Report

- Assistance at the WWTP is winding down now that Gary Meyers has attained full operator certification. John Swedo will complete the phosphorus report.
- The sewer rehabilitation project is almost complete.

Community Library Report – Trustee Walter

- No report

Building & Zoning Report – Tim Popanda

- No report

Storm Water Management Report – Tim Popanda

- No report

Elected County or State officials

- The Kenosha County levy increased approximately 2%.

REPORTS OF STANDING COMMITTEES

Finance & Administration – President Burns

- Items from the Committee of the Whole were reviewed.

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 promote Deputy Clerk-Treasurer Michelle Shramek to Clerk-Treasurer effective December 1, 2018. Seconded by Trustee Christenson and approved by roll vote (6-0).

President Burns moved to authorize the Village Administrator to purchase seven (7) new desktop computers and change from the current intermedia email account to Office Hosted 365. Four (4) computers will be purchased using FY 2018 funds and three (3) of the seven will be purchased with 2019 funds. Cost allocated to account #01-27-00-514-356. Seconded by Trustee Brenner and approved by roll call vote (7-0).

President Burns moved to deny residents request for the Village of Paddock Lake to perform snow plowing services on the privately owned drive known as 72nd Street – point east of 245th Avenue. The Board of Trustees has determined the following in reaching their decision:

- The drive known as 72nd Street – Point is a narrow privately owned and maintained access drive.
- The drive does not meet minimum standards for maneuverability, weight limits and does not provide snow storage capabilities.
- Municipal liability insurance does not cover the Village, its employees and equipment while performing snow removal service on private property.

Seconded by Trustee Brenner and approved by roll call vote (7-0).

President Burns moved to authorize Village Administrator to hire Veronica Woodall as the new part-time Administrative Assistant at an hourly pay rate of \$10 per hour with no benefits. Maximum annual hours of employment not to exceed 700 and subject to successful completion of drug and alcohol test. Seconded by Trustee Christenson and approved by roll call vote (7-0).

Judiciary & Licensing – Trustee Kram

The October 2018 court report citations: Parking (5), Traffic (46), Village Ordinance-Adult (2), Village Ordinance-Juvenile (4), Indigency Hearings (0), Pre-Trials (1), Trials (0), Golf Cart (0), Water Patrol (0)

Trustee Kram moved to issue a new operator's license to Lauren Bailey (Brass Ball Mobil). Applicant has completed the Responsible Beverage Servers class and background check. Seconded by Trustee Spencer and approved by roll call vote (7-0)

Police & Fire - Trustee Walter

- Sheriff and Water Patrol reports were reviewed

Trustee Walter moved to approve Resolution R19-14, a resolution suspending street parking restrictions on 78th Street adjacent to Hooker Lake boat launch December 15th through March 15th. Seconded by Trustee Spencer and approved by roll call vote (7-0)

Health, Welfare & Recycling – Trustee Spencer

- No report

Buildings & Grounds - Trustee Brenner

- No report

Public Works – Trustee Kaddatz

- No additional items since Committee of the Whole

Trustee Kaddatz moved to authorize the Village Administrator to purchase a replacement 60KW stand-by generator for sanitary sewer lift station No. 3 from Cummins Sales & Service in the amount of \$189,645. Cost allocated to the sanitary sewer replacement fund. Seconded by Trustee Christenson and approved by roll call vote (7-0).

Trustee Kaddatz moved to authorize village staff to pay Willkomm Excavating & Grading \$177,364.01 for pay request No. 2 for infrastructure improvements within the Whitetail Ridge Subdivision. Seconded by Trustee Christenson and approved by roll call vote (7-0).

Tree Commission – Trustee Christenson

- Saplings are ordered from Kenosha County

REPORTS OF VILLAGE OFFICIALS:

President – Terry Burns

- Happy Thanksgiving to all. At the Kenosha County Council of Government meeting November 10th the dark store referendum was discussed and the cost of deputies moving mentally ill patients to a closer facility.
- President Burns and Supervisor Poole attended a meeting at Uline relating to housing needs in Kenosha County as the I-94 corridor grows.

Clerk-Treasurer – Emily Uhlenhake

- October treasurer report included in packet
- The first day to circulate nomination papers for the April 2, 2019 Spring Election is December 1st. Papers need to be returned by January 2, 2019, 5 pm.

Administrator – Tim Popanda

- E-waste drop off is Saturday, December 1st, 8 am-1 pm. Leaf collection ends November 30th.

Attorney – Jeff Davison

- Thanksgiving greetings to all. No other report.

Old Business: Board was reminded that the Christmas Parade is December 8th and the theme is “Christmas Story”.

New Business: None

Citizen Comments: None

At 7:50 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