

VILLAGE OF PADDOCK LAKE BOARD OF TRUSTEES MEETING  
WEDNESDAY FEBRUARY 17, 2021 7 PM

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

Village Board attendance: President Burns; Trustees Bena Ahlberg, Barb Brenner, Kathy Christenson, Scott Garland, Bob Spencer, and Gloria Walter.

Staff present: Administrator Tim Popanda, Clerk/Treasurer Michelle Shramek

The meeting agenda was posted February 15, 2021 at the Village Hall, Community State Bank - Paddock Lake Branch and BMO Harris Bank – Paddock Lake Branch.

President Burns moved to approve the minutes from the January 20, 2021 regular board meeting. Seconded by Trustee Brenner and approved by roll call vote (7-0).

Allowances & Disallowances: January 1, 2021 – January 31, 2021 totaling \$81,659.25 President Burns moved to approve the Allowances & Disallowances as presented. Seconded by Trustee Garland. Approved by roll call vote (7-0).

President Burns moved to suspend the rules of order for citizens to speak on agenda items after each committee report. Seconded by Trustee Spencer approve by roll call vote (7-0)

**Village Engineers Report**

Nothing new to report

**Community Library Report**

The new sign has been installed. The next meeting is Monday the 22<sup>nd</sup> at Salem.

**Building and Zoning Administrator Report**

The new fee schedule will be presented in March. There is another developer that has purchased land for a residential subdivision. President Burns and Administrator Popanda will be meeting with a commercial developer next week.

**Storm Water Management Reports**

Getting ready for the spring thaw. The DNR is using the e-coli search and report as an example for other communities.

**Elected County or State Officials**

County Executive Pomaville sent an email with the current happenings at the county level. COVID vaccination telephone appointments have opened.

**REPORTS OF STANDING COMMITTEES**

*Finance & Administration* – President Burns

President Burns moved to pay all bills over \$1,000 as presented. Seconded by Trustee Walter and approved by roll call vote (7-0).

President Burns moved to approve the vacating of the southern 201 feet of 259<sup>th</sup> Avenue right of way in the Whitetail Ridge Subdivision and attach the eastern 33 foot portion of the vacated right of way to adjacent lot 43, tax parcel 40-4-120-102-1143, and the western 33 foot portion of the vacated right of way to the adjacent out lot 7, tax parcel 40-4-120-102-1193, contingent that the vacated right of way and lands

created by the vacation be immediately attached to the adjacent land and lot. Seconded by Trustee Brenner. Approved by roll call vote (7-0)

President Burns moved to approve the minor land division in the Whitetail Ridge Subdivision for exchanging a portion of out lot 7, tax parcel 40-4-120-102-1193, with lot 44, tax parcel 40-4-120-102-1144, as per attached Certified Survey Map, contingent upon out lot 7 be noted on the CSM as undevelopable and unbuildable. Seconded by Trustee Garland. Approved by roll call vote (7-0)

President Burns moved to approve the conditional use permit to J.T. Petroleum, LLC (owner) and M.B. Group (agent) for tax parcel 40-4-120-034-1010, to install and operate a new 77.6 inch by 27.2-inch LED video display sign to be installed within the current pylon sign. Contingent upon stipulations as outlined in section B of Planning Commission Staff report 20-12-06. Seconded by Trustee Spencer. Approved by roll call vote (7-0)

President Burns moved to approve the creation of a commercial condominium plat and declaration of condominium to the Paddock Lake Professional Park (owner), Mark Eberly of Nielson Madison and Barber (agent), on tax parcel 40-4-120-023-1335 (lot 55), 40-4-120-023-1340 (lot 56) and 40-4-120-023-1095 (lots 3 and 4). Contingent upon the applicant constructing a refuse enclosure to house trash dumpsters and not store products or materials outdoors. Seconded by Trustee Spencer. Approved by roll call vote (7-0).

President Burns moved to authorize the Village Administrator to issue village purchase order # 5119 to Core and Main for the purchase of water utility district water meter reading hardware and software, with a cost not to exceed \$7,300.00. Seconded by Trustee Garland. Approved by roll call vote (7-0).

#### *Public Works – Trustee Spencer*

Trustee Spencer moved to award contract to Reesman's Excavating & Grading, Inc. of Burlington, WI to install water system main by pass in the amount of \$163,177.00. Seconded by Trustee Christenson. Approved by roll call vote (7-0)

Trustee Spencer moved to authorize village staff to pay Sabel Mechanical for the repairs to the WWTP micro screen in the amount of \$12,334.81. Seconded by Trustee Ahlberg. Approved by roll call vote (7-0).

#### *Judiciary & Licensing – Trustee Christenson*

Trustee Christenson moved to approve new operators licenses for Danna Marshall (BP) and Shauna Comm and Ryan Henkel (Festival Foods). Will expire 6/30/2021. Have completed the Responsible Servers Class. Seconded by Trustee Walter. Approved roll call vote (7-0).

#### *Police and Fire – Trustee Walter*

- Kenosha County Sheriff Department and Salem Fire and Rescue reports were reviewed.

#### *Health/Welfare and Recycling – Trustee Garland*

Nothing new to report

#### *Building and Grounds – Trustee Brenner*

Trustee Brenner moved to authorize village staff to pay Reliable Heating and Air Conditioning for emergency furnace repairs at the village owned annex building in the amount of \$2,759.44. Seconded by Trustee Ahlberg. Approved by roll call vote (7-0).

#### *Tree Commission - Trustee Ahlberg*

Nothing new to report

## **Reports of Village Officials**

*President:* Burns

The water billing FAQ was given to the Trustee's to review. Will go out in early March to all the water customers.

*Clerk/Treasurer:*

Spring Primary was February 16<sup>th</sup>.

*Administrator:* Popanda

The United States Post Office is still interested in the annex building. Still working out the contract details. Hopefully will hear soon.

**Old Business:** None

**New Business:** None

**Citizens comments:** None

At 7:25 pm President Burns moved to adjourn. Seconded by Trustee Spencer and approved unanimously by voice vote.

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