

VILLAGE OF PADDOCK LAKE BOARD OF TRUSTEES' MEETING
WEDNESDAY, DECEMBER 17, 2025, 6:30 PM

The meeting was called to order at 6:30 by President Alex Attiah

Village Board attendance: President Alex Attiah, Trustees Renee Brickner, Joesph Capelli, Keelin Cannon, Mike Jansen, John Poole and Ron Statz.

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

The meeting agenda was posted December 15, 2025, at the Village Hall, Community State Bank - Paddock Lake Branch, and BMO Harris Bank – Paddock Lake Branch.

President Attiah moved to approve the minutes from the November 19, 2025, meeting. Second by, Trustee Jansen. Approved by roll call vote (7-0).

Allowances & Disallowances November 1, 2025 – November 31, 2025, totaling \$225,895.02 President Attiah moved to approve the Allowances & Disallowances as presented. Second by, Trustee Statz. Approved by roll call vote (7-0).

President Attiah moved to suspend the rules of order for citizens to speak on agenda items after each committee report. Second by, Trustee Poole. Approved by roll call vote (7-0).

Village Engineers Report

Nothing new to report

Community Library Report

The library agreement is being worked on. Trustee Poole is on that committee. The budget went up \$5,000 with a big portion being staff.

Building and Zoning Administrator Report

The end of the year permit rush is on. The Plan Commission Meeting on the 15th was a success and there will be motions at the January meeting for projects to move forward.

Storm Water Management Reports

The season is over. Preparing to file the report.

Elected County or State Officials

The County had their Christmas party in lieu of the meeting.

REPORTS OF STANDING COMMITTEES

Finance & Administration –President Attiah

President Attiah moved to pay all bills over \$1,000 as presented. Second, by Trustee Statz. Approved by roll call vote (7-0).

President Attiah moved to appoint Kim Lewis of Lewis and Levinson Law as Village Municipal attorney and municipal prosecuting attorney. Second by, Trustee Brickner. Approved by roll call vote (7-0)

President Attiah moved to authorize the village administrator to reimburse SMMFLP Limited Partnership AKA Bear Development for Tax Incentive District #2 public infrastructure improvements, with a 2024-2025 tax allocated cost not to exceed \$62,060.90. Reimbursement expense to be paid from TID #2 revenue fund. Seconded by Trustee Statz. Approved by roll call vote (7-0)

President Attiah moved to authorize village administrator to reimburse Bear Development for Tax Incentive District #2 public infrastructure improvements associated with Lakeland Station commercial development with a 2024-2025 tax allocated cost not to exceed \$178,883.23. Reimbursement expense to be paid from TID #2 revenue fund. Seconded by Trustee Capelli. Approved by roll call vote (7-0)

Public Works – Mike Jansen

Nothing new to report.

Trustee Jansen moved to authorize village staff to pay Cicchini Asphalt LLC in the amount of \$3,000 for pavement repairs associated with a water main break. Second by, Trustee Statz. Approved by roll call vote (7-0)

Trustee Jansen moved to authorize village staff to pay SCADA system repair invoice from Allen ISC inc. with a cost not to exceed \$2,667.00. Seconded by Trustee Cannon. Approved by roll call vote (7-0)

Trustee Jansen moved to authorize village administrator to issue village purchase order #5252 to Allen ISC for the replacement of SCADA system PLC batteries. With a cost not to exceed \$5,005.68. Seconded by Trustee Statz. Approved by roll call vote (7-0).

Judiciary & Licensing – Trustee Brickner

Nothing new to report

Trustee Brickner moved to issue Direct Sellers Permits for the applicants from Weed Man. Second by Trustee Capelli. Approved by roll call vote (7-0)

Trustee Brickner moved to appoint the poll workers for the 2026-2027 term (as per attached list). Second by, Trustee Capelli. Approved by roll call vote (7-0)

Police and Fire – Trustee Poole

The Police and Fire/rescue reports were read.

Trustee Poole moved to authorize village administrator to issue purchase order #5251 to Know Company for the purchase of 49 fire department access box key tumblers. With a cost not to exceed \$1,908.00. Second by, Trustee Jansen. Approved by roll call vote (7-0)

Health/Welfare and Recycling – Trustee Capelli

Nothing new to report

Building, Grounds & Parks – Trustee Statz

Nothing new to report

Tree Commission - Trustee Cannon

Nothing new to report.

Trustee Cannon moved to authorize village administrator to issue village purchase order 5256 to Limb Walkers tree Service to remove 25 compromised village owned trees, using April 2024 contract pricing. With a cost not to exceed \$41,842.00 costs to include stump grinding. Second by Trustee Jansen. Approved by roll call vote (7-0)

Reports of Village Officials

President:

President Attiah had no new report.

Clerk/Treasurer:

Nothing new to report

Administrator: Popanda

The Village Christmas party will be held next Tuesday at noon. Come dressed for a publication picture.

Old Business: None

New Business: None

Citizens Comments: Joe Capelli warned everyone to keep an eye out for “bike guy” as he almost hit him.

At 6:49 pm President Attiah moved to adjourn. Approved unanimously by voice vote.

Respectfully submitted,

Michelle Shramek, Clerk-Treasurer

Village of Paddock Lake