

AGENDA
VILLAGE OF PLEASANT PRAIRIE
PLEASANT PRAIRIE VILLAGE BOARD
PLEASANT PRAIRIE WATER UTILITY
PLEASANT PRAIRIE SEWER UTILITY
Village Hall Auditorium
9915 – 39th Avenue
Pleasant Prairie, WI
March 2, 2015
6:00 p.m.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Minutes of Meeting – February 2, 2015
5. Citizen Comments (Please be advised per State Statute Section 19.84(2), information will be received from the public and there may be limited discussion on the information received. However, no action will be taken under public comments.)
6. Administrator’s Report
7. New Business
 - A. Consider Resolution #15-06 of Appreciation and Recognition to Michael Barnes for his years of service to the Village.
 - B. Consider Resolution #15-07 of Appreciation and Recognition to Jeffrey Huff for his years of service to the Village.
 - C. Receive Plan Commission recommendation and consider Ordinance #15-08 approving a Zoning Text Amendment to clarify the definition for Household pets.
 - D. Receive Plan Commission recommendation and consider Ordinance #15-09 approving a Zoning Text Amendment to clarify what items may be modified and included in a specific PUD Ordinance.
 - E. Receive Plan Commission recommendation and consider a Lot Line Adjustment between the property located at 4122 93rd Street and the property to the north at 9261 42nd Avenue.
 - F. Consider an Award of Contract for the 2015 Paving Program.

Village Board Meeting
March 2, 2015

- G. Consider rejecting the bids received for the Terwall Terrace and Park and Ride Service Lot projects.
 - H. Consider a Professional Engineering Services Agreement for the Timber Ridge Water Tower Painting project.
 - I. Consider Resolution #15-08 to dispose of surplus vehicles.
 - J. Consider Ordinance #15-10 to amend Chapter 75 of the Municipal Code relating to Officers and Employees.
 - K. Consider Operator License Applications on file.
8. Village Board Comments
9. Adjournment.

The Village Hall is handicapped accessible. If you have other special needs, please contact the Village Clerk, 9915 – 39th Avenue, Pleasant Prairie, WI (262) 694-1400

**VILLAGE OF PLEASANT PRAIRIE
PLEASANT PRAIRIE VILLAGE BOARD
PLEASANT PRAIRIE WATER UTILITY
PLEASANT PRAIRIE SEWER UTILITY
9915 - 39th Avenue
Pleasant Prairie, WI
February 2, 2015
6:00 p.m.**

A regular meeting of the Pleasant Prairie Village Board was held on Monday, February 2, 2015. Meeting called to order at 6:00 p.m. Present were Village Board members John Steinbrink, Kris Keckler, Steve Kumorkiewicz; and Mike Serpe. Clyde Allen was absent. Also present were Michael Pollocoff, Village Administrator; Tom Shircel, Assistant Administrator; Jean Werbie-Harris, Community Development Director; Kathy Goessl, Finance Director; Dave Smetana, Police Chief; Doug McElmury, Fire & Rescue; Matt Fineour, Village Engineer; John Steinbrink Jr., Public Works Director; Dan Honore, IT Director; Carol Willke, HR and Recreation Director and Jane M. Romanowski, Village Clerk. Five citizens attended the meeting.

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. MINUTES OF MEETING - JANUARY 5, 2015**

**SERPE MOVED TO APPROVE THE MINUTES OF THE JANUARY 5, 2015
VILLAGE BOARD MEETING AS PRESENTED IN THEIR WRITTEN FORM;
SECONDED BY KECKLER; MOTION CARRIED 4-0.**

5. PUBLIC HEARING

- A. Consider Class “B” Fermented Malt Beverage and Class “C” Wine License for Honada Sushi & Hibachi, 8501 75th Street, Suite G.**

Jane Romanowski:

Mr. President and Board members, this is an application for a license that is currently in operation for the establishment known as Honada Sushi & Hibachi. Jason Chen has come before us with an application, a new corporation called Honada Wisconsin Corporation. He is applying for the same exact license that’s been out there since 2005. This would be the second applicant for that license and he’s been actively involved in the operation.

Village Board Meeting
February 2, 2015

The police check was completed, publication, training, everything's been met. I've received a copy of the lease between Willow Point Plaza and Honada securing the licensed premises, their approval saying that they can have that restaurant there and I also have on file the surrender affidavit from the previous license holder that if the Board grants the license tonight he would surrender the license that's currently in effect as of tomorrow once I issue the other one. There are no outstanding fees or invoices or taxes.

I would recommend approval of the license subject to the payment of prorated license fees which would be from now until June 30th and publication fees. Right now the Building Inspection Department and Community Development Department, they're in the process of completing inspections for the next licensing year. He'll have to go through all those inspections so they weren't scheduled before this hearing. But, again, he has met all the requirements and I would recommend approval. But it is a public hearing.

John Steinbrink:

Okay, this being a public hearing I'll open it up to public comment or question.

Jane Romanowski:

There were no signups tonight, Mr. President.

John Steinbrink:

Anybody wishing to speak? Anybody wishing to speak? Anybody wishing to speak? Hearing none I'm going to close the public hearing and open it up to Board comment or question.

Michael Serpe:

Mr. Chairman, I'd move to concur with the Clerk's recommendation for approval.

Steve Kumorkiewicz:

Second.

John Steinbrink:

Motion by Mike for concurrence, second by Steve. Any discussion?

Village Board Meeting
February 2, 2015

SERPE MOVED TO GRANT A CLASS “B” FERMENTED MALT BEVERAGE AND CLASS “C” WINE LICENSE FOR HONADA SUSHI & HIBACHI, 8501 75TH STREET, SUITE G; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 4-0.

6. CITIZEN COMMENTS

Jane Romanowski:

There were no signups tonight, Mr. President.

John Steinbrink:

If there's anything you want to speak on, for the park we are going to allow some discussion at that time for that item because I know there's some interested people in that. So at that time we'll ask for comments, and then you'll be allowed to speak at that time.

7. ADMINISTRATOR'S REPORT

Mike Pollocoff:

Mr. President, I wanted to comment on a couple items tonight. The first is we had an event at the station number 1 that's under construction. And it evolved essentially somebody was cutting metal as part of the project there in that northwest corner of the building that kind of kitty corner from Gordy's. The contractor which is Red Cedar Company they were installing a metal roof deck on the roof trusses at that elevation. They were cutting the metal roof deck to fit the hip in the roof if you can visualize that. A spark came out and landed on the roof insulation.

Now, typically, when that kind of work is happening they put a fire blanket underneath so anything or that hot metal drops doesn't burn anything. But there was insulation down there, and this spark smoldered, and it started smoking. And if anybody's ever smelled insulation that's been smoking it's not a good thing. The contractor from Riley -- this was at the end of the day and it had already taken place. The guy who was doing this work was gone. Riley's superintendent was on the job and he saw it at four o'clock. He tried to put it out, he couldn't do it. So he called the fire department as everybody should do. I mean we probably would have asked him to do that first. But since we were close we came right over and they doused the fire of that roof area under the mansards.

Now, the place where the insulation was smoldering is in the area that's the lower level. That building has a lower level which is the day room, the dormitory, some bathrooms, a meeting room, an electrical room. Then the next level on that building is a mezzanine where the hose tower is, training, and then the part of the building that stores the HVAC

Village Board Meeting
February 2, 2015

system. Since this building is so close to the houses on the east side we didn't want to put that loud equipment by their houses. So it's inside that high level. Then the next level is the apparatus bay. That's where 70 percent of the building is the storage of the vehicles. So they took care of it. At 6:30 everything was done and they left.

The contractor that performed the work, as I said Red Cedar they're a subcontractor to Cardinal Fabricating who was the contractor doing the metal work on the building. We require everybody when they've been on work with the Village first thing they need to do is pre-qualify to do the work and the pre-qualification process does a number of things. We see if they've done the work before. We see if they're pre-qualified in other communities where we can check with those communities to see what kind of work they've done. We require that they provide proof of insurance, that they have a bond, that they have a letter of credit so they have access to capital when they're doing the work. We also require them to submit their financials so we can see if they're financially strong enough to be able to bid on work equal level to what we're doing and Cardinal met all those requirements.

Cardinal did work on this building when the addition was done. They did the Prange, and they also did the RecPlex. So in the area they typically are a low bid on a lot of the projects. So they're insured and we also contract with Riley Construction to be our construction manager of the job. One of the reasons we do that is it really provides expert eyes and management capability to make sure that the subcontractors on this are doing what they have to do. It's different than a general contractor relationship where you hire one general then he brings everybody in. In this case Riley is working for us. He works for himself, but his contract is with us to deliver the project the way it should be.

So Cardinal is insured, Riley is insured and, of course, overall the Village has a construction insurance policy that we purchase over and above anybody else, and we've always done that. We have had to use it once at the ice arena where the masonry walls blew down as they were being put up. That insures us to make sure if something happens that isn't contractor related that we can continue doing what we're going to do. They're going to be meeting to go over the report; the Fire Department will be meeting with them, and then what the next course of action is. A civil engineer is going to be coming in and taking a look at the steel in the process, the building to make a determination and if anything needs to be replaced or modified they'll do that. And those steps will occur.

From the Village's standpoint - although we really do need to replace station 1, if we're a month later or two months later or whatever it doesn't mean anything. They just need to get it fixed and have it squared away. The Village isn't at risk in this. We didn't cause this. We haven't accepted the station. Riley is the one that's working on the project and ideally this is really as far as the only thing that could burn in there was the insulation.

Village Board Meeting
February 2, 2015

Everything else was steel and concrete blocks and pipes. So at this point the project - there's no material damage that we could see that's been done, but we'll have that examined.

We did have a good turnout from our Fire Department. The guys that are off came back in and said what's happening to my station. And also as part of our MABAS agreement we have the quad that we participate in with on all major fires. And it's a really good working relationship we have with Beach Park, Newport, Zion and Winthrop Harbor. We go down there when they have a major fire and they came up here when they heard there was a fire here. They didn't know how big it was. The Chief has billed Red Cedar for the fire. We don't make people pay for fires that they have no control over or it just happened. But if it's a preventable fire that somebody starts then they need to pay. So that's been provided for us.

But as all good show and tell events that occur at any school the Chief has brought some show and tell for us to show what happened in the station and give it a more vivid description than I can.

Chief McElmury:

What that is is a sample of the insulation up on top of kind of the sub roof if you will. When you look at that low angle as Mike described you have a flat roof, and you had two layers of that three inch polyisocyanurate insulation. And then there's the angled or like the mansard style roof up there. One of the reasons we were there for two hours as you heard was it was just difficult to get that insulation out of there. That was really the only combustible up there. There was a little bit of plywood they had put up around to kind of enclose that area before the roofing goes on. We just had to remove that, get in to actually where the fire was and then remove this in pieces. It doesn't really come out in a sheet by any means especially after it's melted and burned. So we had to pull that out in little bits and pieces at a time, and we actually removed that from the building.

We were on scene within three minutes of the initial phone call coming. Passerbys saw it also and then we were able to start releasing companies. The quad as Mike mentioned, two of the departments weren't even on scene and we had to cancel because we already had the fire knocked down. From the outside of the building you weren't able to see any visible flames at all. All you could see was the smoke. All the flames were contained or were actually fairly small down inside that area because of the way that insulation burns. But they produce a lot of smoke. It's a plastic, so basically it has that really nasty acid smell of a burning plastic which is one of our concerns moving forward. Does anyone have any questions?

Village Board Meeting
February 2, 2015

Steve Kumorkiewicz:

I've got a question for the Chief. Are they required to have any fire protection onsite?

Chief McElmury:

There are extinguishers onsite. And normally as Mike alluded to they normally put a fire protective blanket down or using this like a partner or a K12 when they're cutting this metal. Because basically as it cuts through it sends hot pieces of metal down on whatever is below it or around it. So they normally do put a blanket over that. Then they use what they call a fire watch which is just a person that their job is to watch for smoke or fires anything that did. In this case the company did not do that, the steel workers didn't. So this is as a result of not having a blanket and a fire watch. So that's the main thing. There are extinguishers onsite. The building will obviously will have not only an alarm system but will have a fire sprinkler, and actually they're working on installing that as we speak.

John Steinbrink:

Would a sprinkler system have done any good up in that area?

Chief McElmury:

Not up in that area because that area is above the roof line, it's above the living area and it's considered to be an area of limited combustibles. The insulation is covered in a fire resistive coating that unless you actually have something that's burning right against it, or in this case the hot metal, there's really nothing that can start on fire up in that area. So construction is really about the only time you're going to have an ignition source near that.

John Steinbrink:

Could lightening cause something like this?

Chief McElmury:

That would actually strike higher on the building in the metal superstructure, but it wouldn't get down to where the insulation is, and the building is adequately grounded.

John Steinbrink:

Other questions?

Village Board Meeting
February 2, 2015

Steve Kumorkiewicz:

Yeah, subject to OSHA inspection?

Chief McElmury:

OSHA would cover the construction companies. I don't know if they will be investigating that there's a fire since there's no injuries and no problems there. The insurance companies in this case are going to be the main ones that are going to be investigating this because they're going to be the ones paying the bill if you will for the loss. So they're going to have their investigators out and their people out here I'm sure this week.

Steve Kumorkiewicz:

Thank you.

John Steinbrink:

Thank you, Chief.

Mike Pollocoff:

The second thing I just wanted to briefly mention is that the Village - everybody's telling me we're 33 square miles big, so when we have 14 inches that might be 14 inches in one place and not another. But we had 14 inches of snow and we had some blizzard conditions yesterday afternoon and into the evening. Public Works by and large had made a couple or three rounds throughout the day and as the blizzard conditions got worse the guys came off, and then they went out this morning early. I was snow blowing my driveway at five, and a truck had come by neighborhood and I live in a cul-de-sac. So that meant the mains had already been done. So they got after it pretty good today. And I think a little sunlight and sometime between now and the next snow it should be cleaned up, and the things that need to be widened out will be widened out.

They went at it pretty long. I think out of the last two days they got their minimum amount of sleep which is four hours. We can't have them out any longer than that. We're down a couple of employees. We're down a couple employees from what we already had budgeted. Really we're down five from what we used to have before Act 10. So right now we're probably seven short. But I think the guys did a good job getting out. Some people might not have gotten plowed as fast as they're used to, but we don't get 14 inches with wind blowing all the time either. So I think they did a good job of getting that managed for the event we had. That's all I have for reports, Mr. President.

Village Board Meeting
February 2, 2015

John Steinbrink:

Thank you, Mike.

8. NEW BUSINESS

A. Consider Resolution #15-01 of Appreciation and Recognition to Dan Anderson for his years of service to the Village.

Mike Pollocoff:

Mr. President, I always like to see an employee retire under their own steam. When you see somebody leave in a wheelchair or because they've gotten sick that's not good. But in this case Dan was here before I came and a good employee. Our resolution of appreciation and recognition of Dan Anderson for his years of service to the Village of Pleasant Prairie.

Whereas, Dan Anderson will retire from the Village of Pleasant Prairie on February 20, 2015, after more than thirty four years of dedicated service; and whereas, Dan began his career with the Village Utilities Department on September 1, 1980 and spent many of his years of service as a Treatment Plant Operator/Lab Technician; and whereas, following the retirement of the Village sanitary sewer treatment plant in 2010, Dan worked to maintain water and sewer infrastructure and most recently performed utility locates; and whereas, Dan Anderson is known by his fellow employees for being friendly, steadfast, loyal, and committed to doing a good job; and whereas, the Village of Pleasant Prairie would like to acknowledge and thank Dan Anderson for his more than thirty four years of service to the Village and recognize him for his commitment to the community throughout his employment.

Now, therefore be it resolved, that the Village of Pleasant Prairie does hereby extend to Dan Anderson our sincere respect and appreciation for his dedicated service to the Village of Pleasant Prairie, our congratulations on his well-earned retirement, and our best wishes to him for continued success, happiness, and good health in the years to come.

I've worked with Dan since I've been here, and Dan managed two treatment plants that were probably ten miles apart and going back and forth between them. In the time Dan managed those plants, we never had a failure that was attributed to any operator error or anything that Dan had done. Every now and then Mother Nature would smack us around and we'd get more rain than we could stand, but nothing ever happened because Dan didn't operate the plants right. And that saved the Village a lot of headaches and a lot of

Village Board Meeting
February 2, 2015

trouble, and it made sure that the waterways were clean. Dan is a good guy, and I'm convinced when he's retired he's going to find some fun stuff to do other than coming here every day. So I'd recommend this resolution be adopted and presented to Dan tonight.

Steve Kumorkiewicz:

Make a motion to adopt Resolution 15-01.

Michael Serpe:

Second.

John Steinbrink:

Motion by Steve, second by Mike for adoption of Resolution 15-01. Any discussion?

Michael Serpe:

Dan, I'm going to miss you running up and down Highway 165 in that van. A great employee and good luck in the future.

Steve Kumorkiewicz:

Take care of that honey do list you're going to get.

John Steinbrink:

I can't think of anything that people depend on more than making sure their sewage leaves their house. Because whenever it doesn't that's when we really get the calls, and make sure those stations work and the lift stations and everything operate properly is a very important job. And Dan has done that over the years. As Mike said, sometimes Mother Nature threw us a curve, but other than that your expertise really made sure things worked for us. So congratulations on retirement.

Dan Anderson:

Thank you very much.

Village Board Meeting
February 2, 2015

John Steinbrink:

I have a plaque. Dan, come on up. Congratulations. There's some discrepancy if we officially voted on this. So we have a motion, we have a second. There's no further discussion.

KUMORKIEWICZ MOVED TO ADOPT RESOLUTION #15-01 OF APPRECIATION AND RECOGNITION TO DAN ANDERSON FOR HIS YEARS OF SERVICE TO THE VILLAGE; SECONDED BY SERPE; MOTION CARRIED 4-0.

John Steinbrink:

It is now official. It hasn't increased the value of the plaque one cent. But congratulations again.

B. Consider award of contracts to repurpose the vacated Fire Station #1 space on the south side of Village Hall into a public meeting space.

Mike Pollocoff:

The good thing is we won't start this until the Fire Department is out of here and I described that project. We're not remodeling the Village Hall; we're not expanding the Village Hall. What we're doing as part of this project is to take the apparatus floor downstairs, remove the garage doors, put up walls and windows and redo the apparatus floor so it will be a meeting room similar to what this is. It used to be the Village had a meeting room over at Prange in addition to this one. But as the Police Department has grown over time that space is gone.

And with the growth of the Municipal Court, court is held here three times a week. And court revenues typically run about \$280,000 to \$300,000 a year. So the Municipal Court Judge and the attorney are here more frequently. So we'll be having two small offices at the end of this wall here. This will still be held for meetings, but it gives us more room for when there's a neighborhood association meeting or a citizen group wants to meet it gives them a place where they can meet at no expense. That's a civic use whether it's here or in the downstairs in the new meeting room. The day room and the kitchen downstairs will be made into a smaller conference room. And then the other part of this is to meet the new State code we need to put an elevator between the two floors. That wasn't required when the building was original built but now we need to do this.

We're going to do some minor repairs on the back of this wall. If anybody's seen the back of this wall it's separating from the block. So all that work has been put out to bid. Riley Construction is managing this project as well. They've done a really good job for

Village Board Meeting
February 2, 2015

us on all the work they've done. We put this out to bid. Sealed bids were received on Thursday, January 15th at 2 p.m. in the Village Hall. The bids were publically opened and read aloud by Riley Construction and my executive assistant.

The results of the bid after Riley reviewed them and the initial project cost was \$1,499,052 based on a current projection of a budget of \$1,527,901. The project is under budget by roughly \$29,000 or 1.8 percent. Thirty six bids for the project were received. We did receive four alternate bids, one construction manager alternate bid; one voluntary alternate bid was received. Based on these alternate bids Riley Construction is recommending acceptance of alternates one, three, four, voluntary alternate one, and they're recommending a rejection of alternate number two and the construction management number one.

Matt Prince from Riley is here, and I guess I'd like to have him explain the analysis on the bids that they're prepared as well as the recommendations for the award of contract. Matt, can I get you to come up to the mic and give us your address.

Matt Prince:

Matt Prince, 1627 34th Court in Kenosha. Mike, you went through the basics of it. It was put out to bid; it was published to the subcontracting community via website service. We contacted all the prequalified subcontractors for the Village. It was also announced via public notice in the *Kenosha News*, and we also called individually every known interested subcontractor via phone calls to try and establish bidding interest in the subcontractor community. We analyzed all the bids, checked them for scope against the contract documents and have selected the subcontractors listed. I believe these are listed in the packet that you guys have, is that correct? And are recommending the award to all of these subcontractors based on their qualifications and their numbers.

Like Mike said the total comes in at about \$1,499,000 which is about 2 percent under what it was last fall when all the bids were previously received. And at that time they were rejected, and it was decided that we would wait and go out again in the late winter. And I believe Chris and Mike reviewed the alternates and made the selections based on those discussions. The first alternate is to replace the roof. The third alternate is to do the Village Hall IT room. The fourth one is to take on some concrete that I believe is being taken out of the scope of another contract. And the voluntary alternate was to delete some glass testing that wasn't really applicable to this job that was in the specifications.

Village Board Meeting
February 2, 2015

Mike Pollocoff:

Mr. President, the alternates as far as a new roof we have the \$1,499,052, that is the project. The Village Hall roof has not been replaced in nearly 30 years. We've going to do that from a separate budget. The site concrete that's part of the 39th Avenue project where the parking lots and the areas coming up to the building so that's coming out of a different budget as far as the 39th Avenue project. We haven't been happy with the concrete work with the 39th Avenue contract so we're going to remove that. And we put it back out to bid with this project for a new contractor. So with everything we're going to spend on the building is \$1,624,307. What was bonded for was the \$1.499 million. So with that I'd recommend the contracts be awarded as presented in very small print.

I can read through these if you want and I will. Okay, Riley is our general conditions and staffing as our construction manager. Their bid is \$156,717. Demolition by Riley Construction they were low bid at \$45,295. Excavation a low bid was submitted by DK Contractors in the amount of \$28,165. Cast-in-place construction by Riley Construction \$74,642. Masonry Riley was low bid at \$118,985. Cardinal Fabricating was low bid on the Village Hall portion here in the amount of \$36,800. The general trades Riley Construction was low bid at \$267,815. Roofing and sheet metal panels by Langer Roofing & Sheet Metal \$60,000.

Aluminum storefront windows and glazing low bid was submitted by Omni Glass in the amount of \$48,117. Light gage framing, light gage trusses, insulation and gypsum board was submitted by Davco Development as low bid \$97,463. Tile flooring by Lippert Tile was low bid \$14,341. Acoustical ceilings low bid was submitted by Postorino Decorating, \$17,500. Carpeting and resilient flooring by Lippert Tile, low bid was submitted at \$40,676. Painting and coatings low bid was submitted by Wall-Tech, \$19,489. Fire protection was submitted by Design-Build Fire Protection, \$46,460. Plumbing low bid was submitted by Southport Plumbing & Heating at \$48,650. Mechanical was submitted low bid was Martin Petersen & Company, \$107,500. Electrical and low voltage work was submitted or a low bid by Great Lakes Electric, \$177,510.

Those amounts were \$1,406,925. Insurance the construction management fee, preconstruction services and bonds brings us to \$1,499,052. We had put this out to bid earlier last year, and the market was good news/bad news. There is so much construction going on right now, especially last year, that it was just really hard to get bids. So when we put this out to bid last year in August the bid was \$1,527,901. So by waiting it didn't hurt anything because we're not doing anything now, and we saved \$28,849. So I'd recommend that the Board authorize contracts for those low bids to be awarded tonight.

Village Board Meeting
February 2, 2015

Michael Serpe:

I was the one that was skeptical about holding off on rebidding in the winter because of the amount of construction going on. But I'm glad we did. Good move. I move approval.

Steve Kumorkiewicz:

Second.

John Steinbrink:

Motion by Mike, second by Steve. Any further discussion?

Steve Kumorkiewicz:

All the companies or the contractors are local? I imagine there are some from Milwaukee and Chicago area?

Mike Pollocoff:

Yeah, there are some from Milwaukee, some from Racine, yes.

Matt Prince:

Cardinal is Milwaukee. Langer is Milwaukee. DK is Racine. Davco Milwaukee, Lippert Milwaukee, Postorino is Racine. Lipper is Milwaukee. Wall-Tech Milwaukee. Design-Build I believe is Racine. Southport is Kenosha. Martin Petersen is Kenosha, and Great Lakes Electric is Kenosha.

Steve Kumorkiewicz:

Thank you.

Mike Pollocoff:

When we go out to bid we don't limit anybody. We take bids from anybody from anyplace as long as they're qualified.

John Steinbrink:

We have a motion, we have a second. Any further discussion? Thank you.

SERPE MOVED TO AWARD CONTRACTS TO REPURPOSE THE VACATED FIRE STATION #1 SPACE ON THE SOUTH SIDE OF VILLAGE HALL INTO A PUBLIC MEETING SPACE AS PRESENTED; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 4-0.

C. Consider the 2015 Sewer Utility Budget and Resolution #15-04 adopting the budget.

Kathy Goessl:

Mr. President and Village Board, John and I will do the presentation on these two budgets. The first budget we will go over is the Sewer Utility budget. This is a summary of the Sewer Utility budget compared to last year's budget. I did large groupings here. First of all is our operating revenue. And all the detail for these areas are actually in the budgets that were given to you in the packets tonight. Operating is up for 2015 because of an increase in industrial revenues of \$380,000. Most of this is contributed to Niagara. Their portion is \$285,000. Plus an increase in industrial surcharges revenue which is up \$82,000 when you compare it to the 2014 budget. We have more customers, more revenue even though we reduced fees in 2014. All other categories are up, too, but not as much as industrial. So operating revenue up \$560,000 compared to 2014.

Operating expenses an increase of only \$6,605 when you compare it to the 2014 budget. So we're pretty much staying level. Some spots are up, some are down, but overall just a slight increase. Non-operating expenses basically this is interest expense on debt netted against interest income on investments. For 2015 we're budgeting the capital contribution which is mainly connection fees which in 2014 wasn't budgeted, but we did receive actually switches, the non-operating, from a loss to a gain mainly due to the budgeting of the capital contributions. And that's because they weren't budgeted last year, and we are budgeting for them or estimating for them this year.

Decision packets we'll go over shortly, but we're looking at decision packets costing a little over \$40,000. So overall we're looking at an increased net gain in this budget. Last year we actually had a net loss budgeted for \$40,000. This year we're looking at a net gain of \$616,000, increase of \$656,000.

Cash balance, the cash balance is also increased about the same as the net gain. Because depreciation, which is in the operating expenses is a non-cash expense, is about equal to the principal payments for 2015 and the 2015 capital purchases which both are not included in the operating section of our budget.

Village Board Meeting
February 2, 2015

This gives you a breakdown of where our revenue actually comes from for the Sewer Utility. The majority of our revenue comes from our residential customers at 50 percent or \$2.6 million followed by industrial customers at \$1.7 million or 32 percent. This includes industrial surcharges and also the Niagara increase. And commercial is at 17 percent or \$.9 million. And followed by the public authority at 1 percent.

And the next chart here is a pie graph of our expenses. The biggest expense that we have in this utility is treatment. This is 42 percent of our operating expenses or \$1.9 million. Kenosha Water Utility charges the Village to treat all of our sewage based on flow through the metering stations, and then a couple areas they have to estimate that they don't actually meter. Depreciation is our next biggest expense at \$1.3 million or 29 percent of our budget. This recognizes the cost of the infrastructure, the pipes in the ground, and the actual lift stations over its useful life. It's a non-cash expense, and infrastructure is either donated by development or installed and paid by special assessments, the majority of them.

Personnel is our next expense at 16 percent or \$.7 million. They include both operational labor as well as clerical and administrative labor to operate the Sewer Utility. Other is at 10 percent or \$448,000. It includes electric which is budgeted at \$81,000 - up \$14,000 from 2014. And contractual services, supplies, phones and other expenses for the utility. The smallest charge is ISF which is at 3 percent or \$126,000. This is for use of the vehicles and equipment operated and maintained and purchased by the fleet internal service fund. So those are the expenses of the utility. I'll now pass it over to John to talk about our decision packets and our capital purchases.

John Steinbrink, Jr.:

Mr. President and members of the Board, decision packets that we have for the Sewer Utility there's actually three of them that we're looking at this evening. The first one is a promotion of the utility's clerical part time to full time for \$12,345. That's actually half of what the program costs, and then the other half you'll see in the Water Utility. Public Works is broken up into eight different divisions. And then for clerical staff we have one full time and three part time clerical assistants out there.

The one person that we're looking at promoting is responsible for a lot of the well inspections, sump pump inspections, the meter change outs. They track water loss, track inventory. They provide a lot of general DPW support. They create a lot of the utility reports, and then they track the sewer and water infrastructure. And so it's really important that we make sure that we have trained and qualified personnel assisting in this. And most recently Public Works has taken on the role of construction engineering, and she would also be assisting with some of the clerical work that's required for the construction engineering component of it.

Village Board Meeting
February 2, 2015

The second one that we have is pigging force main for the LakeView lift. Pigging force main is an industry term. It's almost like a roto roter per se. You take a ball and you put it at the lift station part of the main. And the force of the lift station pumps actually run that ball through the main beginning to end. And then it cleans out any debris that may have settled over the course of time. That station's probably going on 20 years old, and it's really never been -- those lines have never been cleaned out. So it's really important that we provide the maintenance to make sure that we don't have any service interruptions.

There are two mains that come out of that LakeView lift station. One's an 18 inch, one's a 30 inch. And so, for example, for the 18 inch main we'll start off with an 8 or 9 inch ball, about half the size, run that through and hopefully it pops out the end and then you catch it. And then you run a 12 inch ball, a 15 inch ball and finally an 18 inch ball. And then you know that it's clean all the way through. And then we use the same technique for the 30 inch main. Start out with a 15, a 21, you jump up in 3 inch increments. And that ensures that, one, you don't have any interruptions. And then, two, any time that you restrict the size of the pipe per se it takes more energy to force the effluent through that pipe. And so we're hoping that we can reduce some of our energy costs and reduce any backups as a part of this program. And then the third one is a sewer allocation for a GIS specialist to a full time position. And those are the three decision packets.

Mike Pollocoff:

John described those balls. This isn't like a sanitary sewer main where we open up manholes and we flush it out. This is more like a water main. In fact, these are also used on water mains. So you have to open up the system and get it in there. And the balls have some look like bullets, some are balls, but they have things that are abrasive that are coated on them. So when the ball moves and it spins it scours the pipe or it scours up the debris that's in the bottom as you get that bigger. So that's why even though we have sewer cleaning equipment we can't use that equipment to get into the forced main. So this way the ball can travel the distance of the forced main. I think you're probably going to open it up once or twice between 88th Avenue and 64th.

John Steinbrink, Jr.:

Yeah. There are a couple of knife pits where we could access it if something would go wrong. But it's probably over 11,000 feet from LakeView lift station to where it discharges at the 6400 block of 165. So it's a pretty long run and a lot of it's uphill.

Village Board Meeting
February 2, 2015

Mike Pollocoff:

It really extends the life of that main. And as John says it will help us with our pumping costs over time. But it's one of those things you don't want to wait until the main is completely clogged up. You'll get solids in there, grease. We have a couple sausage places in the corporate park, and there's opportunities for things to get in there that will coat that line. So that's money well spent.

John Steinbrink Jr.:

And those are the decision packets. And then for the capital improvements we have several programs here. The first one is actually the last of a program we've been working on for a number of years. It's adding a generator at a lift station. This one will go down to Carol Beach Unit 6, and all of our major lift stations will have a generator in them. I'll actually go in the order that you have them up on the slide here.

The first one that's listed up on the slide is the Cooper Road rehab to reduce inflow and infiltration. This is a program we've been working on. I believe it's our fourth or fifth year, and it's actually been very successful. If you guys remember back beyond five years ago we were going back to that Cooper Road drainage basin area. That's pretty much from Cooper Road probably west to, I don't know, eight blocks, and from Highway 50 down to 85th Street. It's a lot older main. It's a clay main. The newer mains are PVC mains where it will have like a 13 foot piece of pipe, it's PVC, it has a nice gasket joint. The next 13 piece of pipe goes on there and it's well sealed, and the connections are all the new PVC material.

Some of these older mains that we're looking at rehabbing are clay mains. And so they're much smaller pieces of pipe. A lot of them are just kind of put end on end. At the joints where the laterals tie in for the homes they're cracked and they're leaking, and they cause a lot of infiltration into the system. One of the disadvantages to having that is that the Village -- all of the sewer that comes in from the Village goes down to the City of Kenosha treatment plan. So we pay per gallon to the City of Kenosha whether it's sewage that comes out of a toilet or a bathtub or a sink or groundwater that enters the system. It doesn't matter. And I believe we're paying almost \$5 a thousand.

And so even like a one gallon per minute leak, which is actually a pretty small leak, it ends up being a half a million gallons over the course of the year. And so as many of these as we can seal up it really saves the utility a lot of money at the end of the day. As Kathy showed earlier it was 42 percent of our operating expense as a treatment cost. So as much of that as we can limit the amount of groundwater that goes to the City to be treated it's going to save us money in return over the life of the program.

Village Board Meeting
February 2, 2015

The second one is rebuilding a lift station. Every year the public works utility division takes the lift station that's exceeded its useful life, and then we do a complete rebuild on it. We change the pumps, the floats, transducers, the controls, everything really associated with that lift station. And we do the work in-house versus contracting out because, one, it saves the Village some money use in-house staff and then, two, it really gives all the operators in the utility division a good idea of what it takes to maintain it because they put it all together. And so it really makes the troubleshooting a much easier process. And it really trains the staff. And we've been very successful doing this over the course of the years.

The third one on the board is the Heritage Valley lift station abandonment. It's on the western end of the Village just around 105th Avenue and just a little bit south of Wilmot Road, County Trunk Highway C. Heritage Valley lift station is probably just over 20 years old. It's really exceeded its useful life. We were never able to abandon the lift station before because we never had a place for the gravity sewer to discharge to downstream.

Back on December 31, 2010 we actually lost the license from the DNR for our treatment plants. So we had to build an interceptor main. This interceptor main goes from Sewer D all the way down to the LakeView lift station. Well, actually we're able to take the flow from this Heritage Valley lift station and construct a small segment of main to tie it into this interceptor main. And so instead of having to spend \$100,000 in a couple years to rebuilt this lift station we can put that money towards the abandonment of the lift station and not have any of the operating or maintenance costs on a monthly basis that you would have to have.

The generator at the lift station is the last one which we talked about. Repave a sewer site. When we go through and we rebuild our 192 lift station we'll go through and actually repave the asphalt around it so the trucks have access to it on a hard surface. Right now it's a graveled area. Repairing knife valves for LakeView lift station for \$60,000. We talked about with pigging the mains there's actually two access points. And those access points have never really been maintained over the years. And so we need to go through before we run the pig through the line we need to make sure that these valves are rebuilt and operating properly. And so we need to do it for maintenance for the pigging. And also in case we need to isolate a main just for standard operations for any reason we'll be able to have access. And so instead of shutting off 11,000 feet you're only shutting off 3,500 feet of main per se.

The last one that I have is an historian upgrade, and that's also split with sewer and water. The monitoring system that we have is a SCADA, and it monitors when the pumps operate, when the valves close, when the lift station is running. It really manages all that. In the past three years we've started up a technical division of Public Works that's

Village Board Meeting
February 2, 2015

managed by Tom Hupp. And one of his roles in this position is making sure that we are using all of our technology to its fullest extent to save us money over time. And so there's always more stuff that we need to monitor. It's called a tag, it's like a point within the system. And so we always want to monitor all of our energy and our pumps and our booster stations, when a valve is open, when it's closed, create reports to better manage the system. And so that's just doing an upgrade. It's \$15,000 total, half sewer, half water for a total of \$7,500 for this budget. And so total capital just over \$600,000 this year in the sewer budget.

Kathy Goessl:

Now I'll switch to the Water Utility. I have the same chart here for the Water Utility.

Mike Pollocoff:

Before we start for the water let's go ahead and consider the Resolution 15-04 for the sanitary sewer budget adoption.

Kathy Goessl:

This budget requires no rate increase.

John Steinbrink:

Okay, we're going to do the resolution first for the sewer utility.

Michael Serpe:

Hearing the explanation that John just gave it just makes you feel good as a resident that you have somebody like this in Public Works in charge with that much knowledge and expertise in managing our infrastructure. I'm very impressed with the presentation, John. You did a good job. I'd move approval of 15-04.

Steve Kumorkiewicz:

Second.

John Steinbrink:

Motion by Mike, second by Steve for adoption of 15-04. Discussion on this item? Kris?

Village Board Meeting
February 2, 2015

Kris Keckler:

In relation to the promotion from a part time to full time, you alluded to multiple people that are part time. And I know that the Affordable Care Act kind of plays in and limits opportunities. It's more curiosity, what percentage or full time equivalency are those part time ones? And moving somebody to full time will that still be adequate enough, or does there need to be any understanding as far as the current and expected workload that those staff managed?

John Steinbrink, Jr.:

I'll answer that. Currently we have one full time employee and three part time. With the Affordable Care Act we actually knocked down from just over 32 hours per week to under 28. And so that's probably half of a full time equivalent loss per se because of that. One of the keys that we're finding out is that as we add more departments, as we add more divisions and as we ask more of our employees we need to make sure we have a more trained and technical personnel out there. And so we have someone in-house that's been part time for a couple years now. She's really proven herself. She actually just got a degree in business management with an emphasis in finance. And with the added workload and then with the reduction in hours for the Affordable Healthcare Act it's really important that we keep these good people on board. And that's why we presented this decision packet to the board.

Kris Keckler:

But it's not the scenario where this person would go to full time? You're not reducing the hours of the remaining part time individuals? This is just to pick up the additional workload?

John Steinbrink, Jr.:

Right, right. This is actually in addition because we've picked up other responsibilities with the construction engineering division, and then we've actually lost hours. And so it's a makeup of that plus making sure that we keep good people around.

Kris Keckler:

That all makes sense, and thank you for elaborating. This will get to a point of sustainability thought in your mind?

Village Board Meeting
February 2, 2015

John Steinbrink, Jr.:

Oh, absolutely.

Kris Keckler:

Okay, thank you.

Steve Kumorkiewicz:

John, I see here that we're going to have generators at the lift stations. Are those gas operated, gasoline, diesel or what?

John Steinbrink, Jr.:

The generators in the lift stations a couple of them that we have are diesel generators. The ones that we're installing recently are natural gas powered per se. And so if natural gas is available that's definitely our preferred option. Because the diesel fuel when you have it in some of these tanks you may not burn a tank of diesel fuel out for five, six, seven years if the power doesn't go out on some of these tanks per se. And so it's a much more reliable power source, natural gas.

Steve Kumorkiewicz:

[Inaudible].

John Steinbrink, Jr.:

Yes, and there's an automatic transfer switch on all of them. And we test that transfer switch just to make sure that it operates on a monthly test.

Steve Kumorkiewicz:

Okay, thank you.

John Steinbrink:

Further discussion. Hearing none we have a motion.

SERPE MOVED TO ADOPT RESOLUTION #15-04 APPROVING THE 2015 SEWER UTILITY BUDGET; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 4-0.

D. Consider the 2015 Water Utility Budget and Resolution #15-05 adopting the budget.

Kate Field:

For the Water Utility I have the same similar charts that I had for the Sewer Utility explaining the overall budget and then giving you a breakdown of revenue and expenses. First of all here's our chart for the Water Utility. Our operating revenue is projected to be up by \$777,000. Industrial is up \$784,000. The majority of that industrial increase is Niagara at \$591,000. Other revenues are up some and down some. Niagara is projected to start March 1st. Operating expenses - an increase of \$585,000. The majority of this increase is attributed to Niagara with purchased water being at \$480,000 and electric up \$61,000 because of Niagara purchasing the amount of water that they are requiring.

Net non-operating expenses that, again, is interest expense on debt offset by interest income. There's a slight decrease because interest expense is decreasing more than interest income decreased. This is our last year with actual interest expense. This utility will be debt free at the end of this year.

Transfers is a decrease of \$79,000. The majority is due to a decrease in the utility tax paid to the general fund. And the two main reasons is the decrease in the mill rate mainly attributed to a Gateway Technical College decrease with the State giving them more aid and decreasing the property tax. And also a slight decrease in assessed value of the Water Utility assets.

Cash balance in this utility -- well, overall we have a net gain or actually a net loss in this utility mainly due to decision packets which we'll go over in a little bit. We had a net loss last year of \$269,000. We're budgeting \$265,000 loss for a little over \$4,000 difference. These utilities are being operated on a cash basis, and the loss includes non-cash items, depreciation being the biggest. So cash balance-wise this utility is looking better in terms of an actual increase in cash of \$335,000 to \$2.6 million.

The next slide I'll go over is where is our operating revenue coming from in this utility. This one the biggest piece is industrial. As you remember in sewer it was actually residential, but here it's industrial which accounts for 38 percent or \$1.8 million. The top four industrial clients will be Niagara once they come on board, Wisconsin Electric Power Plant, Fair Oaks Farms and Uline which will account for almost three fourths of our industrial sales.

The next one is residential at 30 percent or \$1.4 million. And then we have public fire protection at 20 percent. Fire protection includes both private and public fire protection,

Village Board Meeting
February 2, 2015

and it's at \$.9 million, a little less than \$1 million of fire protection charges. Commercial is the next category at 11 percent or about a half a million dollars. The top four commercial customers in the Village are St. Catherine's Hospital, Westwood Mobile Home Park, Hidden Oaks Apartments and Prime Outlets. They account for about one fourth of the commercial revenue. About half of our commercial revenues are actually multifamily units as you can see by the list of the top four plus a couple other multifamily. Public authority accounts for 1 percent or \$73,000 of our operating revenue. So that's a breakdown of where our revenue comes from.

Our expenses, the biggest expense here like in the Sewer Utility we pay Kenosha Water to treat our sewer. Here we're paying Kenosha Water Utility to purchase water, and that's our biggest expense at 48 percent or \$2 million of purchased water. Depreciation just like in the Sewer Utility is the second largest expense at 25 percent or \$1 million. Again, this recognizes the cost of the infrastructure, the mains, the hydrants, the water towers over their useful life. This is a non-cash expense. Again, these infrastructures are usually donated by developers or installed and paid by special assessments.

The next biggest category is personnel which is at 14 percent or \$.6 million. That also includes, again, operating people, clerical and administrative. And the next expense at 11 percent is other. That total equals \$460,000. It includes electric that accounts for 40 percent of that expense at \$180,000 plus contractual services, minor equipment, office supplies, phone, etc. And the least of the expenses is the internal service fund at 2 percent or \$71,000. This is charging them for the use of the vehicles and equipment which is owned by the fleet internal service fund. I'll turn it over to John now to go over the decision packets and the capital.

John Steinbrink, Jr.:

We're looking at five decision packets here. The first one that we have is inspecting the drives at the Sheridan booster station. There are four pumps in that booster station on 104th and Sheridan Road. Two of them are 400 horsepower, and two of them are 200 horsepower. Very large pumps. Those are controlled by variable frequency drives. And so those drives tell the pump when it's time to turn on you can't just turn on from zero to 100 per se. You've got to turn on very slow, and you need to shut off very slow.

It's a very sophisticated piece of equipment in there. It's a very large cabinet, and it has a lot more stuff than I even really know what to do if I had to fix it per se. But because of the amount of heat that's generated when these motors are running and through all of the electrical wires the heating and the cold will tend to expand and contract a lot of the connections that are in there. And over the course of time, 10, 15 years, you can have a loose connection. It can start to arch. You can have some other relays or other small devices that may be going bad.

Village Board Meeting
February 2, 2015

And so to catch it on a preventative schedule per se we're actually hiring a company to come through and inspect all four of the large drive units that we have out there and just go through them. And it's really just doing a standard check on your furnace or anything else that you would have in your home. And so that price is \$1,600. The second one that we have is we talked about it a little bit in the sewer budget was the clerical part time to a full time.

The third one is repainting a water tower. We're actually mandated by the DNR this year to paint a water tower. We're looking at repainting the water tower that's on Timber Ridge. So that's actually down by the golf course, Big Oaks, on the far south end just a little bit east of 31 and just a little bit north of State line. We're looking at just doing an overcoat on the exterior that you would see from the road. But then actually going down and sandblasting down to bare metal the interior wet where the water's actually stored and epoxy coating and making sure that that is all up to DNR regulations. And then doing a spot paint on the interior dry component that you really don't see from the road. And so we are mandated from the DNR to do that. And I believe that one was painted around 18 years ago, and it's just due to be touched up and painted.

The next one we have is a meter reader upgrade. We have two meter reading units. One of them is old and it's not able to take upgrades. And so we just need to replace that unit. A new unit is \$7,000. Tom Hupp, our manager of technical support, was actually able to find one that's used that still fits our needs for \$4,000. So we're proposing to purchase that one. And then the last one, again, is a GIS specialist to full time. That's the Water Utility component of that position.

Kathy Goessl:

So on that slide the second one should be \$12,345 instead of \$6,000, but the total is still \$271,390.

John Steinbrink, Jr.:

Thank you, Kathy. And then for the capital that we're looking at this year. We're looking at replacing our residential water meters. There's actually a schedule of 20 years that the DNR requires us to replace any residential water meters that we have. That's the second one, I apologize. The first one is new water meters. So any time that there's any new development that comes in and then we have to purchase the water meter to install on there we're looking at something like 140 meters for 2015.

The second one is replacing the residential meters. Like I started saying earlier the one inch and smaller meters have to be replaced on a 20 year cycle. And that just guarantees

Village Board Meeting
February 2, 2015

the reading accuracy, that no one is paying for any more or any less water than what they have to do. And so we actually have the age of when all the water meters were installed. And so we have to replace 213 of them in 2015.

The third one is replacing Travis City fire hydrants. We have three types of water hydrants in the Village. We have a Mueller and a Kennedy which are still operational and you can still get parts for them. We have some older ones within our water system called the -- well, actually the brand is Travis City, and they don't make replacement parts for them anymore. We don't actively go out looking to replace them unless they had failed for some reason. What normally happens is that anytime that you have to operate them for some reason, they don't close, they leak, something happens with them. And so the \$7,800 is purchasing three of them and then replacing three. In 2014 we got lucky, we only had to replace two of them. And so we only paid to replace two. And so on average we have to do about three. So we just budgeted some money to be safe with that.

The next one is a water is a water meter upgrade of our industrial water meters. Those are some of our larger water meters that we have, and the EPA has passed a new low lead brass rule that went into effect last year. And so now any time that we go through to calibrate one of these larger meters, and some of these larger meters depending on the size can be anywhere between four years and annually, we cannot go down and put that water meter back in service if it contains any of the high lead brass which were pretty much 100 percent of the meters that were manufactured before about three or four years ago. And so that's actually just replacing those water meters to make sure that it meets all the EPA requirements as we calibrate them.

The hydrant meter replacement is replacing three hydrant meters. If a contractor has a big project and they need to get some water out of a job we charge them for rental of a meter, and we charge them for actual water that's used. We have a couple of them now in service that we use. But as we calibrate those we run into the same issue of the low lead brass that the EPA had recently passed. So we have to go through an upgrade our equipment to meet those new requirements.

Water meter radio upgrades we're at \$40,000. We're looking at going down and actually taking an automated read. There's a couple different ways that you can read a water meter. The first one is that you can actually go to the water meter and look at the numbers, write them down. We don't have any of those because that's very time consuming and costly to do. We can have what's called a touch pad where you actually go and take a unit, you go up to every house, and there's like a little black screen about the size of a flip phone, and you go and you take the unit, you put it up against it, and that tells you what it is. But that's always behind the bushes, behind the fence, and you still have to walk from house to house to house. We still probably have -- about 50 percent of

Village Board Meeting
February 2, 2015

our meters we still have to go out and actually manually do it, and it takes a long time to do, and it's a very slow process.

Then there's a flex net system where you actually put -- and they're using them a lot on the electric and gas companies. And it's really that same technology where an operator can just drive by and then it just picks up the reads from every house. And it's a much more efficient way to do it. And then eventually we'll be looking at taking all those radio reads and actually not doing any meter reading in the future, and everything will just be transmitted right to the Prange. The next one we have is inch and a half and two inch water meter replacements. A lot of those are commercial and retail meters. It's the same issue that we have. Those meters are quite a bit more expensive at \$2,000 apiece. We're looking at changing 25 of those for the low lead rule that the EPA had recently passed.

The next one is improving and rebuilding pressure reducing pits. The Village is in a couple of different pressure zones within its own system. If it's lower in elevation you can have higher pressure. So you want to make sure that the pressures don't get too high or you're going to start having problems within your distribution system. We actually have three pressure reducing pits within the Village system that are in need of being maintained, repaired and improved. So with this we will actually be going down and rebuilding.

And we'll farm this work out, rebuilding the pressure reducing pit. And one of the reasons why these are failing after so much time is that there's really no improvements in the pit. There's no sump pit, there's no electric, there's nothing like that. And so every time it rains these things are under water then they start to rust, and it gets very expensive to repair them on a regular basis. So we're going to put some sump pumps and run some electric to them to make sure that they operate properly.

The SCADA historian upgrade we talked about a little bit in the sewer budget, making sure to monitor everything that we have. And the last one we have is replacing the check valves at booster station 1 which is on Old Green Bay Road and Dabbs Farm Drive. There are three valves that were there from the early '90s when the station was built. We really haven't ever put much maintenance into them. It's exceeded their useful life. One of them has actually failed 100 percent to the point where if we need to run that pump we have to go to the station, open it up manually and then close it manually when the pump's off. So right now it kind of takes that pump out of service. And so replacing those check valves at that booster station for a cost of \$13,500. And a total capital improvement of just under \$230,000.

Village Board Meeting
February 2, 2015

Mike Pollocoff:

There's a few things I want to mention about this budget. One is that the Water Utility is a completely regulated enterprise by the Wisconsin Public Service Commission. So when John describes that we're going to have new development or new growth and when people are building houses or businesses come up and we have new meters one of the questions is, well, let them buy their own meter. And the State will not let us do that. We have to buy the meters for anybody that's new to the system. A lot of the meter upgrades, painting the towers, doing this work are mandates from the State of Wisconsin. As John indicated we also receive mandates from the EPA upgrading our system to take brass out of the water and copper contaminants and lead contaminants. So it's a heavily regulated utility. So a lot of these things that we do are things that we have to do.

One of the things we do that John's done very well and it's not seen by a lot of people but it's felt by them is that when we talk about the SCADA system. SCADA stands for supervisory control and data acquisition. Our sewer system and water system are virtually operated by the SCADA system. So what that means especially in water is that the SCADA system controls how high the water level is in the towers. It monitors the pumps. They decide when the pumps should be turned on or when they should be turned off. We could override that if we have to.

But what the impact is on users is that when we have cold weather like we're having now we don't have main breaks. We probably have two main breaks a year. If you look at a sump system, take a look at the City of Kenosha, they don't have a SCADA system that operates their system. So somebody is operating a valve by hand, turning that so that it goes on or goes off. And given the temperature of the water, the temperature of the soils, the pressure of the water, the age of the pipe our computer knows what all that is and it adjusts the tolerances very subtly. And we don't create a hammer in our water system, we have a big flush or water or we have a deduction of water.

So I can remember years past we used to have water main breaks all the time. But once we got the SCADA system up and running - Tom Hupp and John manages this thing - it does two things. One, we don't have interruptions in service. You're always going to have a main break, these things will break, but we don't have main breaks because the system doesn't operate efficiently. We have main breaks because there's been something that's happened out in the field. And that's something that saves us water, saves us time, it saves us -- we don't have a crew out there fixing main breaks every day. And there are a lot of municipalities that do that, and they haven't made that investment in a SCADA system, and they don't understand how the SCADA system really works. So we have that and it really helps. Any money that we've spent on that has more than paid itself off.

Village Board Meeting
February 2, 2015

And the final thing I want to mention that we've been able to do in this utility is we've, as Kathy indicated, this next year this is the last year we're paying any debt. So over time we've been working at retiring the debt in this utility. So that means that that component of our rates that supports debt is going to be gone. So as we go back for our next rate adjustment they'll be looking at that. And we still set money aside every year. We have a fund balance that enables us to take care of painting a tower or doing what we have to do. But unlike previous years we're now going to be debt free in this utility like we're debt free in the Solid Waste Utility, Clean Water Utility. And we believe, I didn't bring this up in the Sanitary Sewer Utility, but we're looking at the Sanitary Sewer Utility being debt free in 2020. I can remember a time when we have \$48 million of debt in the Sanitary Sewer Utility.

So I think we've made up some positive steps financially in how we've managed the utility in getting that debt removed. And then just the operational efficiencies we've achieved in that. So with that I'd recommend adoption of Resolution 15-05.

Kathy Goessl:

So I have some additional slides just to give an overview of the utilities if you want to look at that first.

Mike Pollocoff:

Come on, I was trying to end this for you but that's okay.

Kathy Goessl:

So you were talking debt, and here's actually a review of all our debt. And as Mike said the water and the clean water and actually the sanitation and fleet do not have any debt. Fleet never had debt. Clean water has never had debt. Sanitation just paid off their debt because initially they owned their garbage trucks, but those have been turned over to fleet internal service. And the water is paying off their debt this year.

The Sewer Utility has a little less than \$4.6 million of debt right now. As Mike said we're looking at a pay off in 2020. 2020 is actually a little over a \$2 million balloon payment. So as you can see we were gaining money this year in our budgeting process, and we're hoping to do that in the next couple years so that when that balloon comes we can actually pay it off and not have to refinance it in 2020. The way we're looking right now we should be able to do that if we continue to increase our cash sum.

We also have money in each of our funds to help us replace our capital assets in the future. And just to give you a gauge of how much assets we have in each of the utilities

Village Board Meeting
February 2, 2015

this chart shows that. This is basically all of our assets in each of the utilities. Sewer and water are mainly infrastructure utilities as well as clean water. Sanitation is some buildings and some equipment. And fleet is all equipment and vehicles. So currently we are valued at \$112.8 million. Our assets are down about \$4.3 from last year because of limited additions and our depreciation for 2015.

How much cash do these utilities have, that's the main gauge we're looking at. As you can see the Water Utility had an operation loss, but we were more concerned about the cash position of that utility. This is the cash position of all of our utilities. In total across the board here we have about \$10 million unreserved and \$1.5 million reserved. It's up \$3.7 million from 2014's ending estimate. The Sewer Utility - we're required to reserve money per DNR. It's a percentage of a couple of our asset categories, so that's at \$1.2 million. The rest is unreserved, that \$3.778 million.

For the Water Utility we ourselves have decided to put money aside in an account to help us with water tower painting, so that's the \$225,000. That's just us segregating the money off to show that in the future we'll have to paint another water tower. And the rest is unreserved at \$2.6 million. Clean Water is all unreserved, a little over \$3 million. And we have just a little cash in our sanitation account which is our garbage and recycling collection plus leaf and compost. And then in the fleet internal service fund we have a little less than half a million in that fund.

So this slide shows our cash as a percent of our capital assets. So we're concerned about in the future when stuff needs to be replaced are we going to have enough money to replace. That's in the future. Across all the enterprise funds in this graph we had cash of \$11.5 million, and it averages about 10.2 of our capital assets in these funds. So these all average across here about 10.2, sanitation being the lowest, having the lowest percentage of capital coverage. So we've got 10 percent in sewer, 7 percent in water, 15 percent in clean water, sanitation 46 percent, but they don't have many assets as you saw in the previous slide. And then fleet internal service has 14. None of these budgets require a rate increase, either the sewer or the water. That's all I have. The next slide is just the resolution numbers.

Michael Serpe:

Mike, at some point in the near future are we going to be looking at a reduction in water rates for the Village residents?

Mike Pollocoff:

We did just complete a rate increase that was part of the Kenosha Water Utility rate increase. We were able to cut their rate increase by over 50 percent by battling that case.

Village Board Meeting
February 2, 2015

We're going to be coming in for a rate increase. I believe they're going to do a rate study on us this year or next year.

Kathy Goessl:

End of this year. We have to do it before Niagara puts in their next line. The Public Service Commission gave us our special rate for Niagara without a rate study which usually they require a rate study for that type of change or that type of authorization. But they said if I give this to you now you need to do a rate study before we give the next reduction as the new line comes on.

Mike Pollocoff:

So as we do that rate study at that point the Commission's going to look at allocating out how much of the rate Niagara should pay since they're a pretty consistent high volume user, what benefit should also go to the rest of the residential and other users. So at that point we'll see how that works out. And sanitary sewer to the extent that commercial customers have a more beneficial impact on the strength of the sewage profile, less BODs, less suspended solids, that would have a benefit on our rate structure and benefit it that way. That's something Niagara will help us with. But as we get other commercial users that don't have a really strong waste stream discharge that's good for everybody.

Steve Kumorkiewicz:

I've got a question for Mike. Mike, when we're talking about a water rate, water rate reduction in the water rates, when the City goes for a rate increase if I recall correctly two issues in the Village that we have to correct before that happens. One is this [inaudible] the north entrance to Carol Beach that's connected to the main that's going to the [inaudible] in 165 where we can bypass and go to the Village side that's [inaudible].

Mike Pollocoff:

What you're describing is the study that we completed for minimizing the effect of public fire protection and water at a Kenosha rate and having it be the Village rate. And then plus given we have such demand for water we want to make sure that the water mains that bring water from the City of Kenosha to our booster station in Sheridan Road aren't interrupted, so we're putting in a distribution main to make that bypass happen.

Steve Kumorkiewicz:

Now, the other one is we got three entries of water to the Village system that we don't use. They've got a meter and [inaudible].

Village Board Meeting
February 2, 2015

Mike Pollocoff:

Right.

Steve Kumorkiewicz:

One in Cooper Road and two more?

Mike Pollocoff:

One on H and on 32nd.

Steve Kumorkiewicz:

Okay.

Mike Pollocoff:

So with those, again, we're in the midst of completing a water study to show that the Village water system is able to sustain itself through just general operations, peak operations and public fire protection, and that those would be disconnected and there wouldn't be a meter there anymore that we won't be paying for.

John Steinbrink:

Okay, the item before us is Resolution 15-05. Do we have a motion?

Steve Kumorkiewicz:

I move to adopt it.

Kris Keckler:

Second.

John Steinbrink:

Motion by Steve, second by Kris. Further discussion on 15-05? Kris?

Village Board Meeting
February 2, 2015

Kris Keckler:

Yes, related to the Travis City fire hydrants replacement plan only because you're looking at doing two or three a year and there's 200 of them right now that are around. I know you're identifying them for replacement if something goes wrong with them. Let's say there's nothing that is identified during a year, is there another means that you have to identify which ones to replace, or the existing age of any of them?

John Steinbrink, Jr.:

If one doesn't fail we'll not replace it. We'll just wait until it happens, reserve that money. If we have none this year maybe we'll have five or six the following year. But if something happens and 15 or 20 of them happen then I would have to ask the Board to go into some of the cash reserves to increase that program a little bit. It's kind of an educated guess.

Kris Keckler:

I could see that, and I know that it's one of the smaller items. But being that it's tied to emergency service, and in the capital plan report the useful life was listed at 50 years, so I just didn't know if we're averaging two or three year and it's 60 years from now is there any concern or liability that they might be at a point of susceptible failure beyond what their current stability is at?

John Steinbrink, Jr.:

One of the things that we're looking at doing through our technical services division is when we go through and flush the hydrants we're actually going to go through and take an inventory of exactly where the Travis City hydrants are and then the year is stamped on them. And so once we have that information we can do a better analysis to what it may cost to replace them I believe on a schedule which you're leaning towards.

Kris Keckler:

But right now the last couple years it's only been a couple?

John Steinbrink, Jr.:

Yeah, it's been either two or three per year.

Village Board Meeting
February 2, 2015

Kris Keckler:

Okay, thank you.

John Steinbrink:

We have a motion and a second. No further discussion?

KUMORKIEWICZ MOVED TO ADOPT RESOLUTION #15-05 APPROVING THE 2015 WATER UTILITY BUDGET; SECONDED BY KECKLER; MOTION CARRIED 4-0.

E. Receive Plan Commission recommendation and consider Ordinance #15-07 to amend the Village Comprehensive Plan to approve a revised Concept Plan for Pleasant Prairie Park.

Jean Werbie-Harris:

Mr. President and members of the Board and the audience, before you is a request for Ordinance 15-07, and this is to approve a concept plan for a Pleasant Prairie ballpark. Just to give a little bit of history to you, on December 19, 2009, the Village Board adopted the Village of Pleasant Prairie, Wisconsin 2035 Comprehensive Plan, and on May 20, 2013, the Village Board adopted the Village of Pleasant Prairie Park and Open Space Plan. That was a plan, a Master Park Plan basically for 2013 to 2018 through Ordinance 13-16. It's a component of our Comprehensive Plan.

The Village's Park Commission at its December 2, 2014 meeting reviewed and recommended that the Conceptual Plan for the Pleasant Prairie Park as shown on page 95 of the Park and Open Space Plan be amended. And that specific plan was being amended to eliminate some softball fields and to add a football field in the north central portion of the site, to add a cell tower site in the central portion, and to relocate a pond further east. In addition, some slight modifications were made in order to modify some orientation of some soccer fields so that they are parallel to 104th Avenue.

With that John, Jr. is here, and he supervises the Parks Department and is staff to the Village Park Commission. I didn't know if he had anything further to add. What I wanted to mention is that the Village Plan Commission did hold a public hearing regarding this matter last week Monday, and there were no additional comments or concerns at that time. And the Plan Commission recommended approval of the Park and Open Space Plan as revised at that time.

Village Board Meeting
February 2, 2015

Mike Pollocoff:

I guess, Mr. President, I'd like to before we consider the ordinance kind of step back and put some context into this. The plans that you see that are on the overhead those are the outgrowth of the Master Park Plan process that as Jean indicated was undertaken by the Park Commission. That was a series of public hearings, workshops, telephone surveys, mail surveys across the entire Village on different parks and what kind of uses were desired by the Village residents.

And in a master plan basically what the intent of that is in an area where you have a park, what would be the ultimate uses that occur in that park what could be used. In the plan behind my shoulder here if you look at that the Village over the years has acquired properties along 104th, and the purpose of that acquisition typically it was either blighted uses that people are coming to us with or people who had had a house and offered the home to the Village for sale, and we were willing to buy it in order to complete the plan. We found that since we acquired properties on 104th that vandalism at the park still occurs, but it's not at the same rate that it was because people can see what's going on in there now.

One of the things in this area when we had the master plan going on was the desire for a number of things. A dog park was one, more play fields, tennis courts, more parking and a Frisbee golf course. Those were included in it. And it's implicit and described in the Master Park Plan that we don't plan on acquiring land through eminent domain. We don't force people to sell their property, but this could be an ultimate use of the park plan. As Jean indicated, the plan is updated every five years if nothing happens. If something happens where we do look at making a change in the plan we go through what we're doing tonight, and that's bringing that back out and giving everybody a chance to do that.

We had a public hearing at the Park Commission meeting and nobody attended it. And I believe in the *Kenosha News* article some people were left with the impression that the dog park or frisbee golf course or tennis courts that were on land that's not currently publically held, not publically owned, weren't under acquisition was, in fact, on the verge of occurring and that's not the case. What's being updated in this plan, if you look at this from one plan to the next, is we're putting in a football field to replace the softball fields over there, and we're putting in a cell tower.

The cell tower accomplishes a number of things. One is there's constant complaints that there's poor cell coverage in that part of the Village, and the cell tower users agreed to pay the Village every month for the services of that, and if there's other people that agree to go on the tower they in turn would also pay for it. That money could be directed, and it would be our recommendation that it be directed toward park improvements in that area.

Village Board Meeting
February 2, 2015

So as opportunities come up and somebody either wants to sell this land or we want to do something as part of the plan we'll bring this back just like we did before and it's a chance for everybody to look at it again. The entire plan will be done in 2018. And, again, we'll survey everybody by mail, by online, by telephone. We had cafes, we had public meetings where people come and give us input as to what they want. So you always have a lot of people that like everything, and then when they find out they have to pay for it then they don't like it that much. But it's a process and you go through it and you work through it.

So what we see on the board behind us tonight is what the ultimate plan could be. That was the vision in 2013. Really probably from 2011 through 2013, it was a two year process, of what could be. And what is happening now is two items. The other things are things that could happen. Before that would happen, though, we'd have to bring those things back and have another look at it. And I think some people thought this was imminent. And right now I don't know anybody that is, one, offering to sell us the land. Right now until we have a cell tower or we have some source of cash there really is not money to make those improvements as it is right now. And I've received a few calls, and I've reiterated that to individuals. And I'm sure there's some people who have comments or concerns about it tonight as well.

John Steinbrink:

This evening we have a few people that live in the area. I know Bill used to live there and has property in the area. Colleen Vernon, formerly Colleen Vince she used to go to school with me. We're both 29 years old. We go back to when this was basically a basic park in the area. And she had called me, and she had concerns. And a lot of it maybe we could clarify. Colleen, if you want to come up and give us your name and address for the record. And just list some of your concerns. That may help other people with their concerns as to what we're really doing here.

Colleen Vernon:

My name is Colleen Vernon. I live on 37th Street in Kenosha. But the reason I was concerned about the article that came out in the *Kenosha News* last Wednesday was because my parents actually own the property to the west of the park. The whole western border of the park borders their property, and it has since the park opened like 45 years ago. They've been living on that property, built their home on that property 55 years ago and they still live there. They still own that property. And they didn't know anything about your master plan or any changes to the Master Plan until it came out in the paper.

Village Board Meeting
February 2, 2015

So this caused some reasonable concern on our family's part that this would be distressing to them. They're elderly, but they intend to live there for a while yet. And changes that occur in that park can impact them. And I would just like Board and the Park Commission to be sensitive to what they're putting in an article like this in the newspaper without having any other prior notice to them that this may cause them some undue distress. I'm concerned for my parents that this would be upsetting to them and not understanding that you have no time line precisely on this. It's a conceptual plan, but you wouldn't know that from reading the article in the paper if this was imminent or not.

Also with the map being posted with the article and the map that you have in your website it already shows this as an existing park. And they for as long as they've lived there had problems with people who want to cut through their property and think it's part of the park. Now you have a map in the paper that shows a road going through their backyard connecting 108th Avenue to 104th Avenue. And I'd say people don't always understand that this doesn't exist. Because they have a driveway there, that's not a public road. There's no gate across it. But they had trespassers on their property today.

So I would just like the Board to be sensitive to changes that occur and how this impacts longstanding citizens that live adjacent to the park. And when you do future upgrades, things that will impact the citizens that live around it, everybody loves a nice park, but when you do things that change it that are going to have effects you need to think about that. And that's mainly why I came just to share that with you.

John Steinbrink:

You had concern about the word existing, and I talked to Mike about it. And maybe you can explain. Government uses some strange terminology like police powers, and people get a different definition out of that than what it really is. And, Mike, if you could explain.

Mike Pollocoff:

A plan like this it's not an engineered plan. It's done with colors. No crayons, but it's a very high level conceptual plan. What would be the ultimate use that people could see in that. But when you read the plan itself the caveat is we can't take somebody's property for this use. I mean we could but the plan says we're not going to do it for that type of use. The fact that it gets put in the paper as this is what's going to happen I can see why that's distressing because it was distressing to me. Because I know this isn't a realistic thing that's going to happen today. Everybody who participated in the project and the process of the plan said this is what we'd like. But even in that process we say, well, this is fine, but if your parents don't want to sell their land then it just stays the way it is.

Village Board Meeting
February 2, 2015

They don't have to sell their land. They're not compelled to sell their land. And the same with anybody else in that area that has property. But as a government we have to say if the land was going to be sold and if things were going to change from residential, so if your parents sold your property to somebody else and they chose to live there as a residence that would continue. The only thing we say is if it was going to change from a residential use this is what it should change to. And they'd have to be willing to sell it for that use. If they didn't then they could keep it as a house for as long as they want to keep it as a house.

I guess there's things to get excited about, and it's unfortunate that this is one of the things everybody is getting excited about because it is so conceptual. But the Village is sensitive to this. We deal with in a lot of areas in Carol Beach and the Chiwaukee Prairie area. The Village is very concerned that peoples' property rights are protected. And until somebody buys their property for open space or scientific needs or wetlands or whatever they have to want to -- people have to want to sell that property. And the government has to be wanting to buy it. And none of these transactions has even begun. Nobody has approached us, and we haven't approached anybody else.

And if it stays this way in perpetuity and there's a Frisbee golf course and a dog park that never happen that's just reality. Sometimes you can plan for a lot of things, but at the end of the day the people who own the property have to have the right to say that's what I want to have happen, and I'm willing to sell it for it to happen. If they don't then it doesn't.

Colleen Vernon:

I'm just saying it would have been nice if somebody would have put that to them first instead of them having to figure it out after it's been in the paper. And it has the appearance of being a kind of a threatening thing especially when you look at a person who is 90 years old and they know the history of workings with the town from way before you were there. And not always good and not always properly done. So they have this history. Their perspective on it is a little different than yours which just adds into the concern and the fear that something is going to happen here and it's going to change their lives.

Mike Pollocoff:

Sure, and that's really unfortunate. I mean that is unfortunate.

Village Board Meeting
February 2, 2015

John Steinbrink:

And one thing is the term existing on there, and you were concerned about that, they interpret that as meaning that is the park. But that's the existing conceptual plan.

Colleen Vernon:

But in your website it does not say that.

John Steinbrink:

All those words may not be there.

Colleen Vernon:

No, they're not, and it's shaded in green as an existing park. So anybody looking at that map thinks that that's part of it.

John Steinbrink:

So it's not a park all inclusive, it's conceptual that's existing at the time.

Colleen Vernon:

No, that's their driveway. That's not a road, that's their driveway.

Mike Pollocoff:

And they do have a problem because people I know use that to walk to the park, snowmobile to the park, ride their bikes to the park. I mean I've been over there watching baseball games and people are coming out of the woods through your parent's driveway.

Colleen Vernon:

Yeah, because the bathrooms are locked.

John Steinbrink:

But you said your dad didn't mind.

Village Board Meeting
February 2, 2015

Colleen Vernon:

Well, you know, he's an old guy.

John Steinbrink:

Probably one thing we could do is make a better effort maybe to make sure the people when we identify their property as part of the conceptual is to maybe give them better notice of it and let them know what's really happening. We do the surveys and that, but they may not be aware of what's going on with the internet surveys and everything we do and that.

Colleen Vernon:

And what would be the harm of putting on that map that this is currently private property, that this is a proposed thing. It's not indicated on the map at all that this part of it doesn't exist.

Mike Pollocoff:

In the plan document itself it shows that. This is the pretty picture one.

Colleen Vernon:

Yeah, but that's the part that was in the newspaper.

Michael Serpe:

I agree, John, maybe we could do something a little bit more. But at the same time I think the reporter could have did a little bit more here on talking to the Village staff and print the article with enough information in it that it would not have caused a little situation that we have here tonight. I'm listening here. I was at the Plan Commission meeting. I voted for this. And I'm hearing the citizen's complaint. And most of the complaint here is what they read in the article in the *Kenosha News*. That a little bit more effort would have been made to print more information we wouldn't have the problem here tonight.

Colleen Vernon:

I did after reading it go on your website and listened to the transcript of the December 2nd Park Commission meeting that there were no citizens at. But that was December 2nd, and there's a lot of time. That's two months ago that all of this was discussed back

Village Board Meeting
February 2, 2015

then. And still there was no alert to my family or to their neighbors. There was nothing directed to them. There's not that many people that border this park that have property bordering this park. It would have taken a minimal effort to give them a heads up about what is pending, that this would be coming out in the paper. When I read the paper I thought maybe the reporter was here at that meeting. He made it sound like the meeting had just happened on Monday, and he's reporting it in the paper on Wednesday.

John Steinbrink:

He's right here next to us. He like everybody else here is getting an education on this.

Colleen Vernon:

I guess that's all I have to say right now although I have four pages of notes that I can address at another time.

John Steinbrink:

I remember you were valedictorian of grade school and that's why you have four pages of notes.

Colleen Vernon:

Well, that's who I am.

John Steinbrink:

We let Kathy do her full presentation but we won't let you do yours.

Colleen Vernon:

That's enough, I'm happy with that. Thank you very much.

John Steinbrink:

All right. But we'll start to work better at this. Jean?

Jean Werbie-Harris:

Just as a clarification to Kathy this was a matter that was before the Village Plan Commission last week Monday. And the reporter was at the Plan Commission meeting where the public hearing was held and the notices were in the paper and the notices were

Village Board Meeting
February 2, 2015

on the website. We probably should have sent individual notices to those within the potential park boundaries. We did not. But it was before the Village Plan Commission and that's why it came up again because it goes to the Park Commission, goes to the Plan Commission and then goes to the Village Board. So whenever there is an amendment to the Comprehensive Plan that we've been working on for several years that it usually goes through all three Commissions or Boards before it gets the final action before the Village Board.

John Steinbrink:

And how is this noticed, Jean? Just through the paper? How are we required to notice it? Because it was a Village-wide plan.

Jean Werbie-Harris:

There's a Village-wide plan, and when there's plan changes it goes on the Village's website, it gets posted in the Village's three public posting places. Then the whole agenda for the Plan Commission goes on the website as well with respect to all of the decision making items and the public hearing notice. It's also published in the *Kenosha News* 30 days prior to the meeting date that it's going to be on. So it was published in the *Kenosha News* as well.

John Steinbrink:

But like we do with zoning and different things we notify those folks within an area. And maybe that's something we can do here especially when properties are identified on a document.

Jean Werbie-Harris:

We can change our policy and we can certainly do that. We can do that.

John Steinbrink:

Okay, we're going to make the process a little better and that's what we do.

Jean Werbie-Harris:

I will do that.

Village Board Meeting
February 2, 2015

Steve Kumorkiewicz:

John, that party --

John Steinbrink:

Sure, go ahead. Just give us your name and address for the record.

John Brines:

John Brines, I'm a reporter with the *Kenosha News*. I've got a cold. Sorry about that. But I live at 3307 121st Place in Pleasant Prairie. And I just wanted to address some of the concerns that were brought up by the body as well as the citizen. I can tell you that I was at the Planning Commission, but I was not at the Park Commission meeting in December. And you know we're not in the business of misleading the public. Certainly we have a limited space in the paper that we can put the information in. And we try our best -- when I'm talking about we I'm talking about me and my editors who take it from my story.

But we do our best to try to limit potential questions that can come up on a particular story. And certainly the potential property for future development or future acquisition was not really clarified when me and Mr. Pollocoff talked. Of course, the property owner in question would be more interested in that particular topic so I apologize for that. Certainly the pretty picture we're talking about we had to recreate that because it's just too busy for the paper. So we had our graphics person try to put together as clearly as we could. But certainly we could have done a better job of saying that this is proposed and make it more specified as to this is a plan and not this is the existing park or whatever. So I hope that addresses some of that.

John Steinbrink:

And as I said we're going to work together on this to make sure we iron out some of the wrinkles here. Because I know we had people asking, you know they got tennis rackets for Christmas, when they can start playing tennis.

John Brines:

I never talk to a body but I figured I had to address that so I apologize.

John Steinbrink:

You're the new guy on the block.

Village Board Meeting
February 2, 2015

Steve Kumorkiewicz:

You don't have to apologize.

John Steinbrink:

All right, comments or questions from Board members.

Steve Kumorkiewicz:

That's all a part of the Comprehensive Plan that would be in 2010 [inaudible].

Mike Pollocoff:

Well, like I said, it's a five year plan. It's updated every five years. We'll be back at it shortly.

John Steinbrink:

And we take that for granted because we do this over and over and over. But somebody gets it cold out there and they don't realize what it is, and that's where it becomes confusing especially when you get in here.

Kris Keckler:

At the December 2nd Park Commission meeting we asked about the cell tower, and it was in the early stages of conceptual idea at that time. One, has there been any progress? And, two, just for clarification what would need to be done if anything for the site preparation for the installation of the cell tower?

Mike Pollocoff:

The cell tower it's also preliminary. We don't have the height of the tower. We have some requirements that the Village has on those that the building has to be constructed in a manner that's appealing to the people. And what we really try to avoid is having a cluster of little huts around the tower. So in this one we'd have two larger huts that each one would be equal to one so that they could be there. We want to make sure that they comply with all the zoning ordinances and rules first before we do a contract. And we won't do a contract until they submit that information. So they're evaluating the site.

Village Board Meeting
February 2, 2015

Tom Shircel has been working with one of the vendors, Verizon. I think they would actually be the tower owner of the tower itself. And then we would come up with an agreement. That agreement would have to stand alone from the approval. If for some reason the Village wouldn't approve it they wouldn't be in a position where they'd be backing out an existing agreement. So, Tom, how far out do you think that is?

Tom Shircel:

Well, just to add onto what Mike was saying I've been in very preliminary conversations with Verizon like Mike said for a potential cell carrier site on this Pleasant Prairie Park location. Like I said it's very preliminary. We have not seen any site plans whatsoever. Once the site plans are written out we go before the Plan Commission. Jean would present that, and then after that, like Mike said, we'd enter into a lease agreement. But, again, very preliminary. We're trying to work through some of the details so they can get to that site plan submittal. And then we'd go forward from there. So it's basically telephone conversations and email conversations at this point.

John Steinbrink:

The one beauty is these little huts that the cell tower has they look like bathrooms, and they're locked, too, so no one really knows the difference.

Kris Keckler:

At least for this coming year it's just continual consistent usage from the last couple of years?

Mike Pollocoff:

Yes, you mean as far as the recreational use?

Kris Keckler:

Yes, for what's there.

Mike Pollocoff:

Changing over to the football fields is probably just grassing some of the infields. We're not going to put up goal posts. It's not going to be college ball. It's going to be kids' tackle football. So I think the work out there is minimal. We're having fewer and fewer softball games out there because they're going over to Prairie Springs Park to use the fields up there. But we haven't really started work on it because we want to make sure

Village Board Meeting
February 2, 2015

that there's approval for the change first. But as far as impact on the park you really won't see a lot of change other than some fences coming down and grass.

Michael Serpe:

Move approval of 15-07.

Steve Kumorkiewicz:

Second.

John Steinbrink:

Motion my Mike, second by Steve. Further discussion?

SERPE MOVED TO CONCUR WITH THE PLAN COMMISSION RECOMMENDATION AND ADOPT ORDINANCE #15-07 TO AMEND THE VILLAGE COMPREHENSIVE PLAN TO APPROVE A REVISED CONCEPT PLAN FOR PLEASANT PRAIRIE PARK; SECONDED BY KUMORKIEWICZ; ROLL CALL VOTE – SERPE – AYE; KUMORKIEWICZ – AYE; KECKLER – AYE; STEINBRINK – AYE; MOTION CARRIED 4-0.

John Steinbrink:

With that we're going to take a five minute break, and we'll resume with Item F.

[Break]

John Steinbrink:

Five minutes being up we're going to go back to the agenda. That brings us to Item F.

F. Consider Resolution #15-02 - Preliminary Resolution declaring intent to exercise special assessment police powers in connection with the construction of 1200 linear feet of sanitary sewer in the Heritage Valley Subdivision between 105th Avenue and Sewer D.

Mike Pollocoff:

Mr. President, this is a project that we talked about briefly in the Sewer Utility budget. This would involve extending a sanitary sewer from the existing Heritage Valley lift station to the interceptor. It's a gravity main. As such there would be the possibility of

Village Board Meeting
February 2, 2015

development of that property, and we would need to collect special assessments for that improvement. So this resolution is our initial one to start the process for a special assessment. I'd recommend the resolution be adopted as presented.

Steve Kumorkiewicz:

So moved.

Kris Keckler:

Second.

John Steinbrink:

Motion by Steve, second by Kris. Any discussion?

KUMORKIEWICZ MOVED TO ADOPT RESOLUTION #15-02 - PRELIMINARY RESOLUTION DECLARING INTENT TO EXERCISE SPECIAL ASSESSMENT POLICE POWERS IN CONNECTION WITH THE CONSTRUCTION OF 1200 LINEAR FEET OF SANITARY SEWER IN THE HERITAGE VALLEY SUBDIVISION BETWEEN 105TH AVENUE AND SEWER D; SECONDED BY KECKLER; MOTION CARRIED 4-0.

G. Consider Resolution #15-03 - Preliminary Resolution declaring intent to exercise special assessment police powers in connection with the construction of 461 linear feet of sanitary sewer along 39th Avenue between 97th Street and Springbrook Road; 454 linear feet of sanitary sewer along 39th Avenue between 100th Street and Springbrook road; and 439 linear feet of water main along Springbrook Road West of 39th Avenue.

Mike Pollocoff:

Mr. President, as part of the State project to reconstruct 39th Avenue and Springbrook Road we'll be extending sanitary sewer in some of the areas and water so we're not digging up a brand new road to put those services in. These sewer mains and water mains would serve to provide service to the Village Green development. And as such I'm recommending that we adopt this resolution per preliminary assessments to assess those properties for those sewer and water mains that go in. This is the initial action, and I'd recommend that the resolution be adopted as presented.

Village Board Meeting
February 2, 2015

Michael Serpe:

Move approval of 15-03.

Kris Keckler:

Second.

John Steinbrink:

Motion by Mike, second by Kris for adoption of 15-03. Any discussion on this item?

SERPE MOVED TO ADOPT RESOLUTION #15-03 - PRELIMINARY RESOLUTION DECLARING INTENT TO EXERCISE SPECIAL ASSESSMENT POLICE POWERS IN CONNECTION WITH THE CONSTRUCTION OF 461 LINEAR FEET OF SANITARY SEWER ALONG 39TH AVENUE BETWEEN 97TH STREET AND SPRINGBROOK ROAD; 454 LINEAR FEET OF SANITARY SEWER ALONG 39TH AVENUE BETWEEN 100TH STREET AND SPRINGBROOK ROAD; AND 439 LINEAR FEET OF WATER MAIN ALONG SPRINGBROOK ROAD WEST OF 39TH AVENUE; SECONDED BY KECKLER; MOTION CARRIED 4-0.

H. Consider a Professional Services Agreement for the Springbrook Road Water Main Interconnection project.

Mike Pollocoff:

Mr. President, this is the Springbrook water main project - a TIF project. And it connects -- as you can see on the map we have a gap in our system where we need to close a loop. The Village Engineer is recommending that we select GAI Consultants for preparing the engineering work on this project. The estimate on this project for the TID District is \$67,550. I'd recommend that the Village Board authorize the Village President and myself to enter into an agreement with GAI Consultants for \$67,550. Matt's here if you have any questions about the project.

Michael Serpe:

Is this an assessable project?

Mike Pollocoff:

It would be a deferred assessment on it. So if somebody uses it they'd have to pay for it. But since it's a TID project they'll be paying for it in the first instance.

Village Board Meeting
February 2, 2015

Kris Keckler:

Move to accept proposal as identified.

Steve Kumorkiewicz:

Second.

John Steinbrink:

Motion by Kris, second by Steve. Any discussion or questions for Matt?

Steve Kumorkiewicz:

Yeah, a question for Mike. What happens with the property in Springbrook and [inaudible]?

Mike Pollocoff:

What happens to it?

Steve Kumorkiewicz:

Yeah, because I don't think it's included in this project.

Mike Pollocoff:

Yeah, and I've visited with them. At some point the water main is going to go by their property. But no one along this main would be required to connect or use the water until they wanted to. The purpose of this main is for system improvements to bring the pressure up and close the loop. So it would be there if they want to use it. They would have to pay for it at the residential price for water.

Steve Kumorkiewicz:

Okay, thank you.

John Steinbrink:

Matt, what do you think the time line is on this?

Village Board Meeting
February 2, 2015

Matt Fineour:

Once the contract is approved we would go ahead and survey it. The survey of the project would probably most likely be in the spring once the snow is gone. So the design would occur late spring, early summer. This could go into later this year construction, or it could be deferred until the beginning of next year to bid it in wintertime for better construction costs.

John Steinbrink:

Okay. Any other comments or questions?

KECKLER MOVED TO APPROVE A PROFESSIONALS SERVICES AGREEMENT WITH GAI CONSULTANTS FOR THE SPRINGBROOK ROAD WATER MAIN INTERCONNECTION PROJECT IN AN AMOUNT NOT TO EXCEED \$67,550; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 4-0.

John Steinbrink:

Thanks, Matt.

I. Consider a Professional Services Agreement for the CTH H Watermain Extension project.

Mike Pollocoff:

Mr. President, this is another project as part of Tax Increment District #2. This involves the extension of a water main along H from 116th Street down to 122nd Street. Currently the Uline and speculative building are being built on the southeast corner of 116th Street and ML. This will provide service in that area. Again, estimated cost for this is \$25,825. It's a tax increment project. There would be no special assessment with this.

Michael Serpe:

Move approval for the GAI consultants in the amount of \$67,500.

Kris Keckler:

That's the last one, the previous one.

Village Board Meeting
February 2, 2015

Michael Serpe:

I'm sorry. I'll move approval of the Clark Dietz in the amount of \$25,825.

Kris Keckler:

Second.

John Steinbrink:

Motion by Mike, second by Kris. Any discussion on this item?

SERPE MOVED TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH CLARK DIETZ FOR THE CTH H WATERMAIN EXTENSION PROJECT IN AN AMOUNT NOT TO EXCEED \$28,825; SECONDED BY KECKLER; MOTION CARRIED 4-0.

J. Consider an award of contract for the 2015 Emerald Ash Borer Treatment.

John Steinbrink, Jr.:

Mr. President and members of the Board, for the last four years we have been in contract with a contractor for eradication of the emerald ash borer. And there's really two different treatments that we have. One of them is a ground injection for the smaller trees, and for larger trees they actually do a trunk injection where they actually drill a small hole into the bore of the tree. So the past two years we have had - Trugreen has been the winner of the contract. Actually the original bid was four years ago with a two year extension. That contract has since expired.

So in December this year we went out for bids. We received three back and Trugreen again was the lowest respondent to those bids. They had the bid bonds and everything was in order with that. It actually came in \$7,000 under our estimate of what we had projected it would be. So with that I would recommend a contract to be entered into for emerald ash borer treatment with Trugreen. It's actually a three year contract with the first year being \$18,264 and a total contract of \$43,245.

Michael Serpe:

John, is there any hope that the emerald ash borer is ever going to disappear? I kind of doubt it. We're just going to keep on spending a lot to keep these trees alive, but we're still going to probably end up losing some. Would it be -- I'm just wondering if it would

Village Board Meeting
February 2, 2015

be worth it in the long run to just start eliminating the ash trees and planting something else in their place over the long haul.

Mike Pollocoff:

We haven't planted ash trees in quite a while. If you think back when we originally put this out to bid we went through an analysis and what it would take to cut the trees down, have it segmented, get rid of them the way we'd have to do it. We'd spend more on removing ash trees, cutting them down and doing something with them than we do by protecting them. We had how many ash trees, over 1,000.

John Steinbrink, Jr.:

Yeah, it was quite a few trees. The exact number was I believe around 1,500 ash trees that we have in the Village as a whole. So it's not a huge number, but the price to eradicate those trees and plant new ones is very substantial.

Mike Pollocoff:

That's what really drove it. For \$20,000 a year for trees of any size five trees will chew up \$20,000 because it's not like you just cut them and do something with them. You've got to cut them and make sure that wood doesn't end up anyplace else. It gets separated.

Steve Kumorkiewicz:

Are these trees in the subdivisions?

Mike Pollocoff:

These are trees in the public right of way, parks. Now, what we do is we also make it available to residents who have ash trees. They can buy a treatment service at the same rate we buy it for if they want to save theirs. There's a lot of communities that made that same call when they sat down to look at the cost to remove the trees versus trying to inject them.

John Steinbrink, Jr.:

And so if you would have a tree that's under six inches the price is only \$15 to treat that tree, \$15.

Village Board Meeting
February 2, 2015

Michael Serpe:

I had an ash tree, it was \$150 to treat it. And it cost me \$600 to get rid of it so I took it out. It got infected.

John Steinbrink, Jr.:

On some of the larger trees the cost definitely outweighs it. And so a majority of the trees if you kind of look at our spreadsheet that we've put together are the smaller trees that we're working on salvaging.

Kris Keckler:

What's been the historical last of couple year's loss of trees?

John Steinbrink, Jr.:

We have not lost any of the trees that we've treated to date so far. But then there's been some larger trees on private areas that have been infested and had to be eradicated. But we have had very good luck to date with the treatments that we've been using.

Steve Kumorkiewicz:

Some of the subdivisions in the area have got a problem. Mission Hills is one.

John Steinbrink, Jr.:

Yeah, quite a few of the older subdivisions are where those ash trees can be found. And like Prairie Ridge, the original phases, Mission Hills, Foxmoor, some of the older subdivisions. The new ones Jean probably pulled that from her list of trees probably back I'd have to guess eight or ten years ago maybe.

John Steinbrink:

No further questions we need a motion?

Steve Kumorkiewicz:

So moved.

Village Board Meeting
February 2, 2015

Kris Keckler:

Second.

John Steinbrink:

Motion by Steve, second by Kris for award of contract to Trugreen. No further discussion?

KUMORKIEWICZ MOVED TO AWARD A THREE YEAR CONTRACT FOR THE VILLAGE'S EMERALD ASH BORER TREATMENT TO TRUGREEN IN A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$43,245; SECONDED BY KECKLER; MOTION CARRIED 4-0.

K. Consider the Disallowance of a claim submitted by Thomas Glogovsky for damage to a vehicle

Mike Pollocoff:

Mr. President, we received a claim from Mr. Glogovsky for damages incurred while driving over a manhole in which the lid was not on or not completely on. We turned this over to our insurance company. We had no record that the manhole was in bad shape. They're recommending denial of the claim. And I also recommend that denial.

Michael Serpe:

I'd move to disallow.

Steve Kumorkiewicz:

Second.

John Steinbrink:

Motion by Mike, second by Steve. Any further discussion?

SERPE MOVED TO APPROVE THE DISALLOWANCE OF A CLAIM SUBMITTED BY THOMAS GLOGOVSKY FOR DAMAGE TO A VEHICLE; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 4-0.

Village Board Meeting
February 2, 2015

L. Consider appointment to the Park Commission.

Mike Pollocoff:

Mr. President, we interviewed individuals for appointment to the Park Commission. We had a really good group. We're recommending to the Board the appointment of Brock Williamson. He's a landscape architect, and he's involved with a landscaping company. We thought he'd be a good addition. His term would end May 1, 2017. Technically it would end this coming May, but we're recommending rather than giving him a three month terms we'd go for 2017.

Steve Kumorkiewicz:

Move to approve.

Kris Keckler:

Second.

John Steinbrink:

Motion by Steve, second by Kris for adoption. Any discussion? As Mike said we did have good candidates. And one of the beauties of this is we get to talk to citizens that are concerned about being a part of the Village and working with us on different things. But sometimes during these interviews we find people with actually expertise in other areas, and we always encourage to apply for the other commissions where their expertise could really be a big help to us. So it was a good fit here, and I'm glad we're bringing him onboard. Any other discussion?

KUMORKIEWICZ MOVED TO APPOINT BROCK WILLIAMSON TO THE PARK COMMISSION FOR A TERM ENDING MAY 1, 2017; SECONDED BY KECKLER; MOTION CARRIED 4-0.

M. Consider a Memorandum of Understanding with Kenosha County to purchase voting equipment.

Jane Romanowski:

Mr. President and Board members, we have a simple memorandum for you to consider between the Village and Kenosha County. The County Clerk has initiated the purchase of new voting software and equipment. And this has been in the works, actually I think we've had it in our capital budget maybe five or six years to get new voting equipment.

Village Board Meeting
February 2, 2015

Our current voting equipment is more than 17 years old, our optical scans and actually our touch screen machines are 10 years old which was interesting that that time went so fast.

So the essence of the memorandum of understanding is that the County -- it's laid out pretty simple. The County is going to purchase the election equipment and software and provide the voting equipment through the purchase to the municipalities. They'll program the machines which they have always done. They're going to bear the cost of State certifications or re-certifications. They've done that in the past. And then the Village is going to be responsible for payment of any bills. We pay a portion of our ballot and programming fees when we have municipal races or a referendum on the ballot. Otherwise the County does pay all that.

And we will purchase from Election System & Software seven optical scan machines. They're called DS200s, and six Express Vote accessible machines. The seven digital imaging scanner machines are the ones that will replace our optical scan ones. The concept is the same. You're circling a little oval to the left of the candidate name and it goes through the tabulator. And even though we have five polling places we're purchasing more than enough for backup machines and possibly for new polling places in the future.

And the six Express Vote machines we'll use five of them, but basically we're just keeping the one backup. Those Express Vote machines basically are the same as well. It's a little different concept. If you've ever voted on the touch screen machines we have now which were federally paid for by federal funds through the Help America Vote Act of 2002, so with the touch screen either disabled or nondisabled voters could use them. The Express Vote is a little different. It's a touch screen, but what happens is you take a blank piece of paper and it goes into the machine. You're touching the screen or using the keypads or headsets, and you're actually voting the ballot. The paper spits back out, and it's going to go into the same machine as the scanner. So it's a touch screen to mark it, scanner votes it. That's a little bit different concept for us. We had a paper trail on the other ones, but it was more on the printer cartridge and you just didn't realize it.

The company that we're going to be dealing with is Election System & Software. It's ES&S. Just quickly they've been in business for 40 years. They serve four countries, have over 4,000 offices. A little tidbit, the most recent Wisconsin communities that have purchased these voting systems in the last year or year and a half, Brown, LaCrosse, Jefferson, Dane and Rock Counties. And I've talked to some of those clerks. I've seen three demonstrations of the machines. There's not a lot to pick from out there. These machines have to be certified federally and by the State of Wisconsin. So there's really only two companies that have voting machines that are comparable to what we have now.

Village Board Meeting
February 2, 2015

And this was the better fit by all of us watching the demos and training that will be coming up shortly.

So with the current OS machines it's a scanner tabulator. There's a large touch screen LCD for instructions for both the electors and the poll workers. Just some quick things. They use thermal paper. There won't be any ink or printer cartridges. The paper is lighter for the ballots which means less postage which is always nice when you're sending out 3,000 or 4,000 of them during a presidential election. The readers are better. Our current readers didn't read -- they basically just red pencil. They didn't read ink. That's how old they were, or they could use the black marker. So now the new machines will read any type of ink. It's much more advanced which is good. And we will be going to wireless modems hopefully. No more land line modems. We don't know how that's going to work yet, but that's in the system. The machines have modems. We are purchasing them with modems.

The training, again, we haven't had any training yet. February 5th this week the County is procuring the training and paying for it. And the machines will come back here. And then next Thursday and Friday before the election we'll be working with all of our poll workers to do more extensive training so they're ready to go on Election Day.

So we're requesting the purchase of the seven DS200 and the six Express Votes for a total \$63,350. That is not all the equipment I'll need yet. That is just what the County is getting us. Actually we budgeted \$69,025 in the capital budget. I know there's going to be some stands I'm going to have to buy, some cases, some other supplies. But until we go through training I'm not going to quite know what those are. That's why I don't have an invoice in the packets. We don't have an invoice yet. We'll wait until ES&S gets us everything we need.

The agreement, the memorandum as it indicates the addendum attached is 33 or 34 page agreement that the County signed with ES&S. Basically they were tied to that. It says in our memorandum of understanding when it talks about other obligations we've worked through those to make sure that we aren't going to get caught on anything. Basically that's just taking care of telling us that once the warranty is done we'll have to keep our own maintenance agreements, licensing. It's just all the basics, there isn't anything under obligations that is tripping us up with that.

What we wanted to make sure what the memorandum of understanding takes care of is that we're going to pay for the machines. But we're not paying for testing, shipping, training. The County is taking the brunt of all of that. So we feel this is a good agreement for us because we are basically paying for the voting machines. And once we receive them we're going to be paying for anything else that we may need which we've kind of calculated out in our capital budget.

Village Board Meeting
February 2, 2015

So we're excited to get new machines. The February election will be a good election. It's just us and Silver Lake that we're trying the new machines. So we're excited about them. Like I said I've seen the demonstrations on them, and we want to get going and get the poll workers trained. This is long overdue. We got our money out of the OS machines. Seventeen years is a long time to have a voting machine around. So I would recommend approval of the MOU.

Kris Keckler:

Move to accept MOU.

Michael Serpe:

Second.

John Steinbrink:

Whatever happened to those old phone booths we used to vote with?

Jane Romanowski:

The lever machines? I don't know.

Mike Pollocoff:

I think they went to Moscow.

Kris Keckler:

I just had one question. The seven that we're ordering and looking to put into place, all of them or is one of them held as a reserve just in case.

Jane Romanowski:

We will be using five of them. And as we did with our last system we had two reserves. We don't expect to use them. But I guess what we want, number one, is obviously to have a machine that definitely had to use them in the past. But if we happened to open up another polling location then we're already set with the system. Getting a better price now than later.

Village Board Meeting
February 2, 2015

Kris Keckler:

Thanks.

Michael Serpe:

Have you had experience on this yet at all?

Jane Romanowski:

Haven't touched a machine. We have a lot of work to do in the next couple weeks.

John Steinbrink:

We have a motion and a second. No further discussion?

KECKLER MOVED TO APPROVE A MEMORANDUM OF UNDERSTANDING WITH KENOSHA COUNTY WHO FACILITATED THE ORDERING OF VOTING EQUIPMENT FOR THE VILLAGE; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 4-0.

- N. Receive Plan Commission recommendation and consider Ordinance #15-01 to amend Section 420-27 C of the Village Zoning Ordinance related to fees and clarification to Pre-Development Agreements.**

Jean Werbie-Harris:

Mr. President and members of the Board, actually Items N and O are both related to the same comments that I'm going to be making. I'd like to ask if you could bring up that item as well. And then you'll need separate actions.

- O. Receive Plan Commission recommendation and consider Ordinance #15-02 to amend Section 395-87 C of the Village Land Division and Development Control Ordinance related to fees and clarification to Pre-Development Agreements.**

SERPE MOVED TO COMBINE THE PRESENTATION OF ITEMS N AND O; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 4-0.

Village Board Meeting
February 2, 2015

Jean Werbie-Harris:

Mr. President, the first item, Item N, is Ordinance #15-01. And this relates to pre-development agreements. It's been brought to our attention that we needed to do some clarification with respect to what we're billing for when it comes to pre-development agreements. And, again, in the staff comments you can see that a pre-development agreement is entered into between the developer, the property owner, realtor, whoever is going to be submitting an application to the Village in order to process and review some type of action to be taken before the staff, the Plan Commission or the Village Board when it comes to developing property, bringing in a new business or any other type of action that requires an application. A plan review, a plat review, a development review, some type of planned unit development.

The purpose of a pre-development agreement then is to track the billable time that the staff spends on a particular project. And this is the planning staff, the GIS staff, the engineering staff. And any time that we spend we all track that time and then bill back to the developer so that our costs are paid for as we go through a particular project review.

So as you can see it covers everything from emailing and publishing for meetings, telephone calls, meetings, emails, reviews of plans and documents. And some of the things that we've added just to clarify is that when we say it includes everything related to a particular document or development review it also includes preparing and publishing municipal code text and map amendments. It involves e-code updates that get published out onto the Village's website. It involves whenever we seek expert staff advice or attorney advice, legal advice for a particular project or development. Whether it's an environmental consultant, an attorney or some type of architectural consultant. And it also involves all of the types of correspondence that we may prepare or enter into, the notices we send out. Again, it goes on to a very long list.

One of the things I'd like to modify, though, this evening is to make it very clear that it should also include any pre-construction meetings as well as any inspections that are made by the Village staff for the project until it is completed. And, again, inspections by either our engineering department or by the planning staff. Again, any specific inspections by the fire department, by the building department, those are all included in the building permit fees that are collected. But we don't charge a substantial amount of fees from the zoning perspective or from the engineering department's perspective to cover our costs for the pre-construction meetings as well as any inspections that we might do throughout the process of that development being approved.

What we found is that if we track our time and we bill only the time that we spent we're not setting a specific fee out there, but we are just billing for the exact time that we spend on these additional services that we provide until that project has gone through its final

Village Board Meeting
February 2, 2015

occupancy and approval. So those are the changes. They're pretty much identical between the two ordinances.

And, again, the two locations that we have this information in is both the Village Zoning Ordinance as well as the Land Division and Development Control Ordinance. 15-01 is actually a modification related to the interpretation or clarification within the Zoning Ordinance. And Ordinance #15-02 deals with the Land Division and Development Control Ordinance. These both were matters before the Village Plan Commission at their last meetings. Public hearings were held, no comments were received.

Steve Kumorkiewicz:

We've got to vote separate?

John Steinbrink:

Yes, we need a motion for 15-01 and 15-02.

Steve Kumorkiewicz:

I make a motion to adopt Ordinance 15-01.

Kris Keckler:

Second.

John Steinbrink:

Motion by Steve, second by Kris for adoption of Ordinance 15-01. Any further discussion?

KUMORKIEWICZ MOVED TO CONCUR WITH THE PLAN COMMISSION RECOMMENDATION AND ADOPT ORDINANCE #15-01 TO AMEND SECTION 420-27 C OF THE VILLAGE ZONING ORDINANCE RELATED TO FEES AND CLARIFICATION TO PRE-DEVELOPMENT AGREEMENTS; SECONDED BY KECKLER; MOTION CARRIED 4-0.

Michael Serpe:

Move approval of 15-02.

Village Board Meeting
February 2, 2015

Kris Keckler:

Second.

John Steinbrink:

Motion by Mike, second by Kris for adoption of 15-02. Any further discussion?

SERPE MOVED TO CONCUR WITH THE PLAN COMMISSION RECOMMENDATION AND ADOPT ORDINANCE #15-02 TO AMEND SECTION 395-87 C OF THE VILLAGE LAND DIVISION AND DEVELOPMENT CONTROL ORDINANCE RELATED TO FEES AND CLARIFICATION TO PRE-DEVELOPMENT AGREEMENTS; SECONDED BY KECKLER; MOTION CARRIED 4-0.

P. Receive Plan Commission recommendation and consider Ordinance #15-03 to amend the Village Comprehensive Plan to correctly identify the field delineated wetlands on the vacant property located on 3rd Avenue at the 11300 block.

Jean Werbie-Harris:

Mr. President, I'd ask that Item Q be taken up at the same time. P and Q both pertain to the same property, and I'd like to make one presentation with separate actions being needed, the first one being a roll call vote.

John Steinbrink:

It's been asked to bring up Item Q.

Q. Receive Plan Commission recommendation and consider Ordinance#15-04 to rezone the field delineated wetlands on the vacant property generally located on 3rd Avenue at the 11300 block into the C-1, Lowland Resource Conservancy District and the non-wetland area into the R-5 Urban Single Family Residential District.

SERPE MOVED TO COMBINE THE PRESENTATION OF ITEMS P & Q; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 4-0.

Village Board Meeting
February 2, 2015

Jean Werbie-Harris:

Mr. President, this was a request that was brought forth initially by Susan Weyers on August 24, 2012 on behalf of the property owner Johnson Bank. And that was to delineate some wetlands on some vacant property. On October 4, 2012, the Regional Planning Commission biologist conducted a wetland staking on the property. And on September 24, 2014 the Village received a letter from SEWRPC approving the plat of survey.

Again, this is specifically a request to do a wetland delineation. And once the wetland delineation is completed on a particular property then two steps need to happen. We need to verify the wetlands by a plat of survey. The Comprehensive Plan for the Village of Pleasant Prairie does need to be amended to reflect the field delineated wetlands. And then the second part of the request is that the wetlands need to be rezoned into the C-1, Lowland Resource Conservancy District. And the non-wetland portions of the property would be placed into the R-5 Residential District. Any overlays that are on the property do remain. We're not modifying any of those actions.

Specifically this first request is for vacant property generally located on 3rd Avenue at the 11300 block. It's known at Lot 20 of Block 16 in the Carol Beach Estates Subdivision Unit 2. It's further identified as Tax Parcel Number 93-4-123-304-0085. Again, the purpose of the first part of this request, Ordinance 15-03, is to amend the 2035 Land Use Plan to correctly identify the field delineated wetlands as shown on Exhibit 1 with the field verified wetland designation. And to amend Appendix 10-3 of the Village of Pleasant Prairie 2035 Comprehensive Plan to include that amendment.

The second, Ordinance 15-04, is the ordinance to amend the Village's Zoning Ordinance in order to reflect the field delineated wetlands on the property. The Plan Commission held public hearings on both of these matters and recommends to the Village Board approval.

Kris Keckler:

Move to accept 15-03.

Steve Kumorkiewicz:

Second.

Village Board Meeting
February 2, 2015

John Steinbrink:

Motion by Kris, second by Steve for adoption of 15-03. Roll call vote. First is there any discussion?

Michael Serpe:

Just in the 15-03, Jean, that lot is not buildable or buildable?

Jean Werbie-Harris:

Well, we didn't do an analysis on that because that's up to the individual property owner keeping in mind that any wetlands on the property there needs to be a 25 foot setback to any buildable portion of a structure, single family home. And they still have to meet a 10 foot side yard setback and 25 foot rear yard setback. So you may be able to get a home on that property. I don't know if you would or not. But, again, as part of this analysis we are just amending the Comprehensive Plan and the wetland delineation. It would be up to the individual property owner, in this case the bank, to make a further determination as to whether or not it's buildable or if they want to try to combine it or sell it to an adjacent property owner.

Michael Serpe:

I just have one more question. What happened to the first wetland staking that was done on this property? What was wrong?

Jean Werbie-Harris:

It expired. They're only valid for five years. That was the rule of thumb. Now it appears that there have been some policy changes at the Corps and the DNR with respect to wetland delineations and future development. So if you're looking to develop property then you should move forward in a more expeditious time frame. But in this case it simply expired, and so we needed to have them out to redelineate to see if those wetlands have expanded or if they shrunk in any areas.

John Steinbrink:

So we have a motion and a second. Any other discussion? Hearing none, roll call vote is requested.

Village Board Meeting
February 2, 2015

KECKLER MOVED TO CONCUR WITH THE PLAN COMMISSION RECOMMENDATION AND ADOPT ORDINANCE #15-03 TO AMEND THE VILLAGE COMPREHENSIVE PLAN TO CORRECTLY IDENTIFY THE FIELD DELINEATED WETLANDS ON THE VACANT PROPERTY LOCATED ON 3RD AVENUE AT THE 11300 BLOCK; SECONDED BY KUMORKIEWICZ; ROLL CALL VOTE – KUMORKIEWICZ – AYE; STEINBRINK – AYE; KECKLER – AYE; SERPE – AYE; MOTION CARRIED 4-0.

John Steinbrink:

Now, you don't need a roll call on the second one?

Jane Romanowski:

No, we do not.

Kris Keckler:

Move to accept 15-04.

Steve Kumorkiewicz:

Second.

John Steinbrink:

Motion by Kris, second by Steve for adoption of 15-04. Discussion?

KECKLER MOVED TO CONCUR WITH THE PLAN COMMISSION RECOMMENDATION AND ADOPT ORDINANCE#15-04 TO REZONE THE FIELD DELINEATED WETLANDS ON THE VACANT PROPERTY GENERALLY LOCATED ON 3RD AVENUE AT THE 11300 BLOCK INTO THE C-1, LOWLAND RESOURCE CONSERVANCY DISTRICT AND THE NON-WETLAND AREA INTO THE R-5 URBAN SINGLE FAMILY RESIDENTIAL DISTRICT; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 4-0.

John Steinbrink:

You're going to want R and S combined also, right, Jean?

Village Board Meeting
February 2, 2015

Jean Werbie-Harris:

Yes, please.

John Steinbrink:

Motion to combine?

**SERPE MOVED TO COMBINE THE PRESENTATION FOR ITEMS R & S;
SECONDED BY KECKLER; MOTION CARRIED 4-0.**

John Steinbrink:

That brings us to Item R.

- R. Receive Plan Commission recommendation and consider Ordinance #15-05 to amend the Village Comprehensive Plan to correctly identify the field delineated wetlands on the vacant property located at the northwest corner of Lakeshore Drive and 102nd Street.**
- S. Receive Plan Commission recommendation and consider Ordinance #15-06 to rezone the field delineated wetlands on the vacant property located at the northwest corner of Lakeshore Drive and 102nd Street into the C-1, Lowland Resource Conservancy District and the non-wetland area into the R-5 Urban Single Family Residential District.**

Jean Werbie-Harris:

Mr. President and members of the Board, Ordinance 15-05 is to amend the Village's Comprehensive Plan as a result of a wetland staking that was recently completed on a property located at the northwest corner of Lakeshore Drive and 102nd Street. It's identified as Tax Parcel Number 93-4-123-203-0305. And the second or next item on the agenda is to consider a zoning map amendment or Ordinance 15-06 to rezone those field delineated wetlands on that vacant property and so that the wetlands are placed into the C-1, Lowland Resource Conservancy District, and the remaining area placed in the R-5, Urban Single Family Residential District. Again, any overlay districts on the property will remain unchanged.

On June 20, 2013, the Village received an application from a trustee in bankruptcy of the property owned by Frank and Mabel Newman for a wetland staking to be completed. On July 23, 2013, the Regional Planning Commission biologist conducted a wetland staking on the property. And on August 18, 2014, the Village received a letter from SEWRPC

Village Board Meeting
February 2, 2015

approving that plat of survey that was shown on the exhibit. As a result of that wetland staking then being completed, and as you can see in this particular circumstances, there's three different wetlands that jut into this property, creating a very, very small and somewhat awkward buildable area. Again, we did not evaluate it for its buildability. That will be up to the landowner and future owner of this property. But it is in an acquisition area so it might be considered for acquisition from the Wisconsin DNR.

But the steps for us this evening, the first is for us to consider the amendment of the Comprehensive Plan to identify the field delineated wetlands. All the land uses on that property will remain unchanged. And then the second part of Ordinance #15-6, again, is to rezone the property to reflect the field delineated wetlands on the site. Village Plan Commission held public hearings on both of these matters at their previous meeting. And the staff and the Plan Commission recommend approval of both the Comprehensive Plan amendments as well as the zoning map amendment.

Steve Kumorkiewicz:

Move to approve Ordinance 15-05.

Michael Serpe:

Second.

John Steinbrink:

Motion by Steve, second by Mike for adoption of 15-05. Further discussion? .

KUMORKIEWICZ MOVED TO CONCUR WITH THE PLAN COMMISSION RECOMMENDATION AND ADOPT ORDINANCE #15-05 TO AMEND THE VILLAGE COMPREHENSIVE PLAN TO CORRECTLY IDENTIFY THE FIELD DELINEATED WETLANDS ON THE VACANT PROPERTY LOCATED AT THE NORTHWEST CORNER OF LAKESHORE DRIVE AND 102ND STREET; SECONDED BY SERPE; ROLL CALL VOTE – KECKLER – AYE; STEINBRINK – AYE; SERPE – AYE; KUMORKIEWICZ – AYE; MOTION CARRIED 4-0.

John Steinbrink:

That brings us to Item S.

Michael Serpe:

Move approval of 15-06.

Village Board Meeting
February 2, 2015

Kris Keckler:

Second.

John Steinbrink:

Motion by Mike, second by Kris for adoption of Ordinance 15-06. Any discussion on this item?

SERPE MOVED TO CONCUR WITH THE PLAN COMMISSION RECOMMENDATION AND ADOPT ORDINANCE #15-06 TO REZONE THE FIELD DELINEATED WETLANDS ON THE VACANT PROPERTY LOCATED AT THE NORTHWEST CORNER OF LAKESHORE DRIVE AND 102ND STREET INTO THE C-1, LOWLAND RESOURCE CONSERVANCY DISTRICT AND THE NON-WETLAND AREA INTO THE R-5 URBAN SINGLE FAMILY RESIDENTIAL DISTRICT; SECONDED BY KECKLER; MOTION CARRIED 4-0.

T. Consider Operator License Applications on file.

Jane Romanowski:

Just three applications tonight. I would recommend approval of all three.

Steve Kumorkiewicz:

So moved.

Kris Keckler:

Second.

John Steinbrink:

Motion by Steve, second by Kris for adoption of operator license applications on file. Any discussion?

KUMORKIEWICZ MOVED TO APPROVE THE OPERATOR LICENSES FOR KATHLYN DIBBLE; JIAHUA SHI; AND ALISHA VINCENT; SECONDED BY KECKLER; MOTION CARRIED 4-0.

Village Board Meeting
February 2, 2015

9. VILLAGE BOARD COMMENTS

John Steinbrink:

Just one comment. Good to see the three candidates here. Hope you enjoyed yourself this evening. Our meetings don't run this long.

10. ADJOURNMENT.

**SERPE MOVED TO ADJOURN THE MEETING; SECONDED BY KECKLER;
MOTION CARRIED 4-0 AND MEETING ADJOURNED AT 8:50 P.M.**

Resolution No. 15-06

**Resolution of Appreciation and Recognition to
Lieutenant Michael A. Barnes for His Years of Service
to the Village of Pleasant Prairie**

WHEREAS, Lieutenant Michael A. Barnes retired from the Village of Pleasant Prairie Fire & Rescue Department on February 27, 2015, after nearly twenty years of dedicated service; and

WHEREAS, Michael A. Barnes began his career with the Village Fire & Rescue Department on September 30, 1995 as a state certified Firefighter I and Emergency Medical Technician (EMT) DA; and

WHEREAS, Michael A. Barnes earned several subsequent state certifications, including EMT-Paramedic, Firefighter II, Fire Instructor, Fire Inspector, and Officer I, before being promoted to Lieutenant in the year 2000; and

WHEREAS, Lieutenant Barnes pursued further state certifications as Driver/Operator for both Pumper and Aerial trucks and Incident Safety Officer; and

WHEREAS, Lieutenant Barnes proceeded to earn an Associate of Applied Science degree in Fire Science and a Bachelor of Science degree in Fire Service Management, in addition to completing the Company Officer Leadership Academy; and

WHEREAS, the Village of Pleasant Prairie would like to acknowledge and sincerely thank Lieutenant Michael A. Barnes for his many years of service to the Village and recognize him for his commitment to keeping our community safe throughout his employment.

NOW, THEREFORE BE IT RESOLVED, that the Village of Pleasant Prairie does hereby extend to Michael A. Barnes our most sincere respect and appreciation for his dedicated service to the Village of Pleasant Prairie, our congratulations on his well-earned retirement, and our best wishes to him for continued success, happiness, and good health in the years to come.

Considered and adopted this 2nd day of March, 2015.

John P. Steinbrink, President

Attest:

Jane M. Romanowski, Clerk



Resolution No. 15-07

**Resolution of Appreciation and Recognition to
Jeffrey L. Huff for His Years of Service
to the Village of Pleasant Prairie**

WHEREAS, Jeffrey Huff retired from the Village of Pleasant Prairie Fire & Rescue Department on January 31, 2015, after nearly forty years of dedicated service; and

WHEREAS, Jeffrey Huff became a member of the Village Fire & Rescue Department on June 8, 1975 as a Paid-on-Call Firefighter - Fire Driver; and

WHEREAS, Jeffrey Huff earned several subsequent certifications, including Emergency Medical Technician - Basic, Rescue and Fire Lieutenant, Firefighter I, Rope Rescue, Driver/Operator for both Pumper and Aerial trucks, and Dive Team ERD Tender Technician; and

WHEREAS, Jeffrey Huff also completed 185 hours of Structural Burn Training; and

WHEREAS, the Village of Pleasant Prairie would like to acknowledge and sincerely thank Jeffrey L. Huff for his many years of service to the Village and recognize him for his commitment to keeping our community safe throughout his employment.

NOW, THEREFORE BE IT RESOLVED, that the Village of Pleasant Prairie does hereby extend to Jeffrey L. Huff our sincere respect and appreciation for his dedicated service to the Village of Pleasant Prairie, our congratulations on his well-earned retirement, and our best wishes to him for continued success, happiness, and good health in the years to come.

Considered and adopted this 2nd day of March, 2015.

John P. Steinbrink, President

Attest:

Jane M. Romanowski, Clerk



Consider approval of a **Zoning Text Amendment (Ord. #15-08)** to clarify the definition for Household pets in Section 420-152 of the Village Zoning Ordinance.

Recommendation:

On February 9, 2015, the Plan Commission held a public hearing and recommended that the Village Board approve the **Zoning Text Amendment (Ord. #15-08)** as presented.

VILLAGE STAFF REPORT OF MARCH 2, 2015

Consider approval of a **Zoning Text Amendment (Ord. #15-08)** to clarify the definition for Household pets in Section 420-152 of the Village Zoning Ordinance.

On January 12, 2015 the Village Board adopted Resolution #15-01 to initiate amendments to the Village Zoning Ordinance to clarify that the only type of livestock allowed as a household pet are rabbits and that other animals such as fowl or poultry, goats, pot belly pigs, exotic snakes, large reptiles and other exotic animals not commonly found in residences are not allowed as household pets.

The definition of Household Pets is proposed to read as follows (words that are bold and highlighted yellow are added and words in red with a strikethrough are being removed.)

Pets, Household: Animals commonly found in residences as pets, such as dogs, cats, songbirds, rabbits, and other small animals, providing that they are not raised or reared for commercial resale or as a source of stable supplement. Household pets shall not include livestock, except **for** rabbits. **In addition, household pets shall not include** fowl or poultry, goats, pot belly pigs, exotic snakes, ~~and~~ large reptiles and ~~shall not include~~ other **exotic** animals not commonly found in residences **as determined by the Village Zoning Administrator**.

Plan Commission recommends that the Village Board approve the **Zoning Text Amendment** as presented.

ORD. NO. 15-08
ORDINANCE TO AMEND
THE VILLAGE ZONING ORDINANCE
RELATED TO DEFINITION FOR HOUSEHOLD PETS
IN THE VILLAGE OF PLEASANT PRAIRIE, KENOSHA COUNTY, WISCONSIN

THE VILLAGE BOARD OF TRUSTEES OF THE VILLAGE OF PLEASANT PRAIRIE, KENOSHA COUNTY, WISCONSIN, DO HEREBY ORDAIN THAT THE DEFINITION FOR PETS, HOUSEHOLD IN SECTION 420-152 OF THE VILLAGE ZONING ORDINANCE IS HEREBY AMENDED TO READ AS FOLLOWS:

Pets, Household: Animals commonly found in residences as pets, such as dogs, cats, songbirds, rabbits, and other small animals, providing that they are not raised or reared for commercial resale or as a source of stable supplement. Household pets shall not include livestock, except **for** rabbits. **In addition, household pets shall not include** fowl or poultry, goats, pot belly pigs, exotic snakes, ~~and~~ large reptiles and ~~shall not include~~ other **exotic** animals not commonly found in residences **as determined by the Village Zoning Administrator.**

Adopted this 2nd day of March, 2015.

VILLAGE OF PLEASANT PRAIRIE

ATTEST:

John P. Steinbrink
Village President

Jane M. Romanowski
Village Clerk

Posted: _____

08 -household pets def amend

Consider approval of a **Zoning Text Amendment (Ord. #15-09)** to Section 420-137 C and E of the PUD, Planned Unit Development Overlay District to clarify what items may be modified and included in a specific PUD Ordinance.

Recommendation:

On February 23, 2015 the Plan Commission held a public hearing and recommended that the Village Board approve the **Zoning Text Amendment** as presented.

VILLAGE STAFF REPORT OF MARCH 2, 2015

Consider approval of a **Zoning Text Amendment (Ord. #15-09)** to Section 420-137 C and E of the PUD, Planned Unit Development Overlay District to clarify what items may be modified and included in a specific PUD Ordinance.

On January 26, 2015 the Village Board adopted Resolution #15-05 to initiate amendments to the Village Zoning Ordinance to re-evaluate the Planned Unit Development Overlay District regulations (Section 420-137 of the Village Zoning Ordinance) to clarify that dimensional and design standards may be modified by a PUD but principal, accessory or conditional uses only specified in the underlying district are allowed.

Section 420-17 C and E are proposed to be amended to read as follows (words that are bold and highlighted yellow are added and words in red with a strikethrough are being removed.)

- C. Principal, accessory and conditional uses. Principal, accessory and conditional uses permitted in a planned unit development overlay district shall conform to uses permitted in the underlying basic use district, **except that the PUD Overlay District may prohibit certain permitted principal, accessory and conditional uses specified in the basic use district, as determined by the Village Board.** ~~Individual structures shall comply with the specific building area and height requirements of the underlying basic use district. All open space and parking requirements of the underlying basic use district shall be complied with either individually or by providing the combined open space and parking space required for the entire development in one or more locations within the development.~~
- E. ~~Minimum area requirements: none.~~ **Modifications Allowed. The PUD Overlay District may also modify, with approval of the Village Board, dimensional requirements including but not limited to setbacks, structure height, lot width and area requirements of the underlying basic zoning district. In addition the PUD Overlay District may also modify, with approval of the Village Board, other sections of the Zoning Ordinance including but not limited to traffic, parking and access requirements and sign requirements.**

Plan Commission recommends that the Village Board approve the **Zoning Text Amendment (Ord. #15-09)** as presented.

ORD. NO. 15-09
ORDINANCE TO AMEND
THE VILLAGE ZONING ORDINANCE
RELATED TO PLANNED UNIT DEVELOPMENT OVERLAY DISTRICT
IN THE VILLAGE OF PLEASANT PRAIRIE, KENOSHA COUNTY, WISCONSIN

THE VILLAGE BOARD OF TRUSTEES OF THE VILLAGE OF PLEASANT PRAIRIE, KENOSHA COUNTY, WISCONSIN, DO HEREBY ORDAIN THAT SECTIONS 420-17 C AND E BE AMENDED AS TO READ AS FOLLOWS:

- C. Principal, accessory and conditional uses. Principal, accessory and conditional uses permitted in a planned unit development overlay district shall conform to uses permitted in the underlying basic use district, **except that the PUD Overlay District may prohibit certain permitted principal, accessory and conditional uses specified in the basic use district, as determined by the Village Board.** ~~Individual structures shall comply with the specific building area and height requirements of the underlying basic use district. All open space and parking requirements of the underlying basic use district shall be complied with either individually or by providing the combined open space and parking space required for the entire development in one or more locations within the development.~~
- E. ~~Minimum area requirements: none.~~ **Modifications Allowed. The PUD Overlay District may also modify, with approval of the Village Board, dimensional requirements including but not limited to setbacks, structure height, lot width and area requirements of the underlying basic zoning district. In addition the PUD Overlay District may also modify, with approval of the Village Board, other sections of the Zoning Ordinance including but not limited to traffic, parking and access requirements and sign requirements.**

Adopted this 3rd day of March, 2015.

VILLAGE OF PLEASANT PRAIRIE

ATTEST:

John P. Steinbrink
Village President

Jane M. Romanowski
Village Clerk

Posted: _____

Consider the request of Walter and Mollie Wiesztort for a **Lot Line Adjustment** between their property at 4122 93rd Street and the property to the north located at 9261 42nd Avenue owned by Brian and Angeline Kielar.

Recommendation:

The Plan Commission recommends that the Village Board approve the **Lot Line Adjustment** subject to the comments and conditions of the March 2, 2015 Village Staff Report.

VILLAGE STAFF REPORT OF MARCH 2, 2015

Consider the request of Walter and Mollie Wiesztort for a **Lot Line Adjustment** between their property at 4122 93rd Street and the property to the north located at 9261 42nd Avenue owned by Brian and Angeline Kielar.

The properties located at 4122 93rd Street Lot 1 of CSM 2308 and further identified as Tax Parcel Number 92-4-122-144-0131) owned by Walter and Mollie Wiesztort and 9261 42nd Avenue (Lot 3 of CSM 2308 and further identified as Tax Parcel Number 92-4-122-144-0133) owned by Brian and Angeline Kielar Revocable Trust are proposed to be adjusted.

Specifically, four (4) feet is being added to the rear of the Wiesztort lot from the side of Kielar lot. Both properties are zoned R-4, Urban Single Family Residential District which requires lots to be a minimum of 15,000 square feet. After the adjustment both lots will continue to meet the minimum lot area of the R-4 District.

The Lot Line Adjustment and will comply with the requirements set forth in the Village Zoning Ordinance and Land Division and Development Control Ordinance.

The Plan Commission recommends approval of the Lot Line Adjustment subject to the petitioners recording the proper transfer documents with the Plat of Survey for the Lot Line Adjustment as an Exhibit with the Kenosha County Register of Deeds Office within 30 days of final Village approval.

Plat of Survey for a Lot Line Adjustment

Lots 1 and 3 of Certified Survey Map No. 2308,
being a part of the SE 1/4 of Section 14, T 1 N, R 22 E,
in the Village of Pleasant Prairie, Kenosha County,
Wisconsin.

Legal description of that portion of Lot 3, Certified Survey Map No. 2308 to be conveyed to Lot 1, Certified Survey Map No. 2308

All that part of Lot 3 of Certified Survey Map No. 2308, being a part of the Southeast 1/4 of Section 14, Town 5 North, Range 22 East, in the Village of Pleasant Prairie, Kenosha County, Wisconsin, bounded and described as follows:

Beginning at the Southeast corner of said Lot 3; thence S 87°41' 20" W along the South line of said Lot 3, 93.11 feet to a point; thence N 0°47'40" W, 4.00 feet to a point; thence N 87°41'20" E, 93.08 feet to a point on the East line of said Lot 3; thence S 2°42'22" E along said East line, 4.00 feet to the place of beginning. Said lands containing 372 sq. ft.

New legal description of Lot 1, Certified Survey Map No. 2308

All of Lot 1 of Certified Survey Map No. 2308, and that part of Lot 3 of Certified Survey Map No. 2308, being a part of the Southeast 1/4 of Section 14, Town 5 North, Range 22 East, in the Village of Pleasant Prairie, Kenosha County, Wisconsin, bounded and described as follows:

Beginning at the Southeast corner of said Lot 3; thence S 87°41' 20" W along the South line of said Lot 3, 93.11 feet to a point; thence N 0°47'40" W, 4.00 feet to a point; thence N 87°41'20" E, 93.08 feet to a point on the East line of said Lot 3; thence S 2°42'22" E along said East line, 4.00 feet to the place of beginning. Said lands containing 15,503 sq. ft.

New legal description of Lot 3, Certified Survey Map No. 2308

Lot 3 of Certified Survey Map No. 2308, being a part of the Southeast 1/4 of Section 14, Town 5 North, Range 22 East, in the Village of Pleasant Prairie, Kenosha County, Wisconsin, excepting therefrom that part bounded and described as follows:

Beginning at the Southeast corner of said Lot 3; thence S 87°41' 20" W along the South line of said Lot 3, 93.11 feet to a point; thence N 0°47'40" W, 4.00 feet to a point; thence N 87°41'20" E, 93.08 feet to a point on the East line of said Lot 3; thence S 2°42'22" E along said East line, 4.00 feet to the place of beginning. Said lands containing 16,719 sq. ft.

This Lot Line Adjustment Map has been submitted and approved by the Village Board of the Village of Pleasant Prairie on this _____ day of _____, 2013.

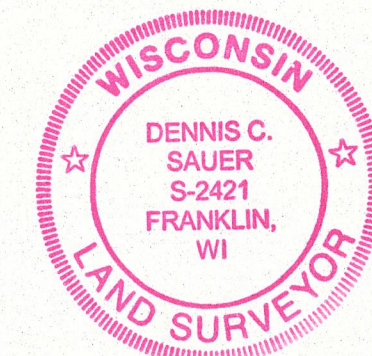
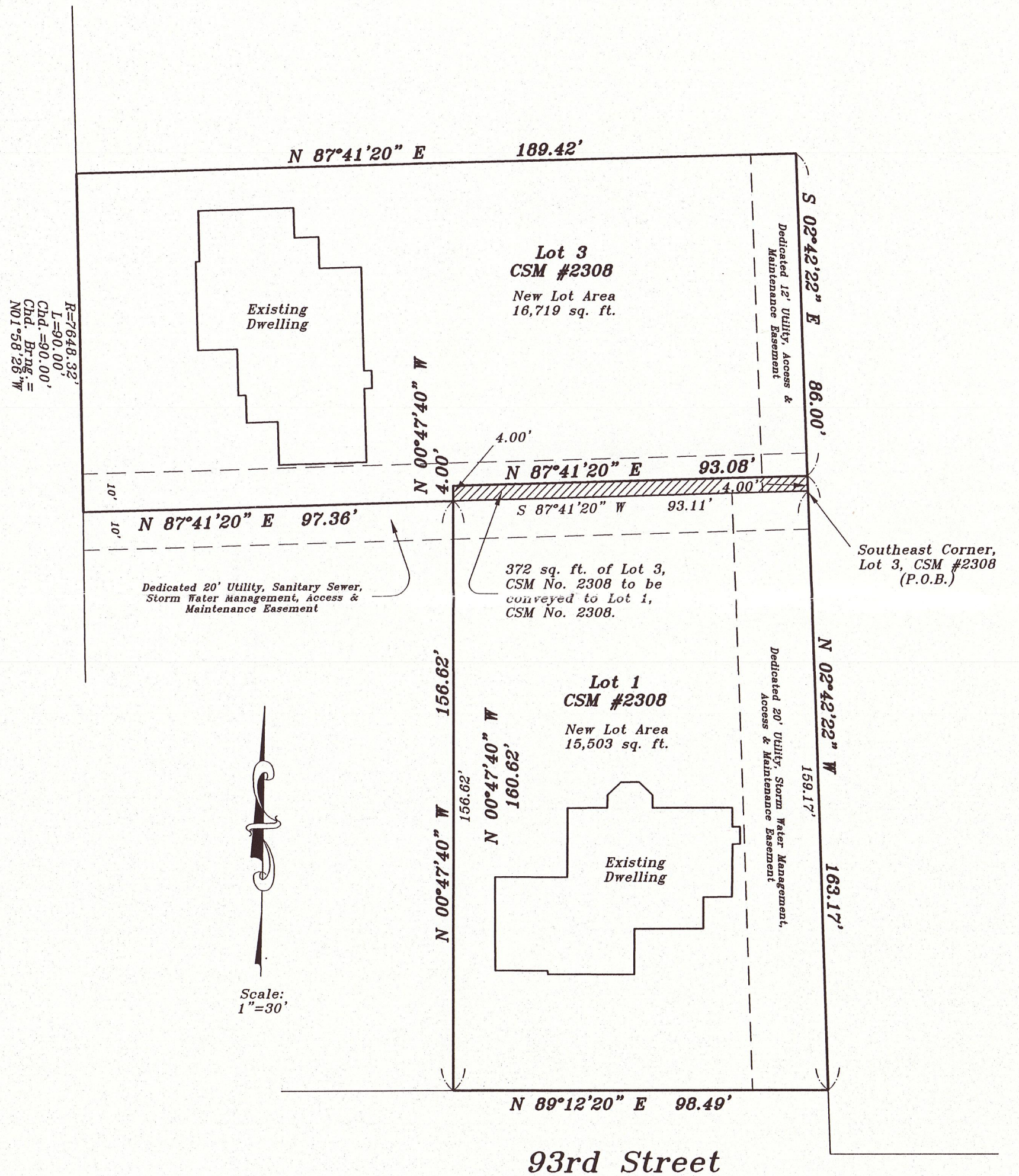
Prepared for:

Walter R. Wiesztort
4122 93rd Street
Pleasant Prairie, WI 53158

THOMAS W. TERWALL Plan Commission Chairperson

JANE M. ROMANOWSKI Village Clerk

JOHN P. STEINBRINK Village President



I HEREBY CERTIFY THAT I HAVE SURVEYED THE ABOVE DESCRIBED PROPERTY AND THAT THE ABOVE MAP IS A TRUE REPRESENTATION THEREOF AND SHOWS THE SIZE AND LOCATION OF THE PROPERTY, ITS EXTERIOR BOUNDARIES, THE LOCATION OF ALL VISIBLE STRUCTURES AND DIMENSIONS OF ALL PRINCIPAL BUILDINGS THEREON, BOUNDARY FENCES, APPARENT EASEMENTS AND ROADWAYS AND VISIBLE ENCROACHMENT, IF ANY.

THIS SURVEY IS MADE FOR THE EXCLUSIVE USE OF THE PRESENT OWNERS OF THE PROPERTY, AND ALSO THOSE WHO PURCHASE, MORTGAGE, OR GUARANTEE THE TITLE THERETO WITHIN ONE (1) YEAR FROM THE DATE HEREOF.

SIGNED _____
Dennis C. Sauer
Registered Land Surveyor S-2421

METROPOLITAN SURVEY SERVICE, INC.
REGISTERED LAND SURVEYORS AND CIVIL ENGINEERS
5800 Broad Street, Greendale, Wisconsin 53129
PH. (414) 529-5380 FAX (414) 529-9787
email address: survey@metropolitansurvey.com

November 6, 2013

Survey No. 104397





Office of the Department of Public Works
Jesse Houle, P.E.
Construction Manager

To: Michael Pollocoff
From: Jesse Houle
Subject: Village of Pleasant Prairie 2015 Annual Paving Program
Date: February 23, 2015

Sealed bids for the above referenced project were received until 10 a.m. on February 19th, 2015, at the Village of Pleasant Prairie Public Works Dept.; 8600 Green Bay Rd., Pleasant Prairie, WI. 53158. The bids were publicly opened and read aloud. Copies of the bid tabulation are enclosed for your reference.

The 2015 Paving Projects consists of three work sections generally described as follows:

Section 1: Prairie Trails West Subdivision (Ultrathin Overlay) – Mill and dispose of asphaltic pavement, furnish and place ultrathin overlay pavement (30,000 square yards, est. qty.), spot curb and gutter repair, and asphalt patching.

Section 2: Green Tree Estates (Mill and Relay) – Mill and relay asphaltic pavement (18,600 square yards, est. qty.), spot curb and gutter repair, and asphalt patching.

Section 3: Country Lane Subdivision (Ultrathin Overlay) – Mill and dispose of asphaltic pavement, furnish and place ultrathin overlay pavement (10,100 square yards, est. qty.), spot curb and gutter repair, and asphalt patching.

A total of two bids were received for this project:

- Payne & Dolan, Inc. \$682,256.06
- Stark Asphalt, Inc. \$726,315.00

The 2015 Paving Program budget is: \$988,384.00 Payne & Dolan, Inc. has completed several pavement projects for the Village in the past. I recommend that the Village award this project to Payne & Dolan, Inc. in the amount of \$682,256.06. Following the formal award by the Village Board, we will prepare the necessary documents for execution by the Village and the Contractor.

BID TABULATION

PROJECT NAME: 2015 PAVING PROJECTS

OWNER: VILLAGE OF PLEASANT PRAIRIE

COUNTY: KENOSHA

BID DATE: FEBRUARY 19TH, 2015

Contractor			Engineers Estimate		Payne & Dolan		Stark Asphalt			
Bid Security					5% BB		5% BB			
Bid Rank (1 = Lowest)					1		2			
Item	Unit	Bid Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total		
PRAIRIE TRAILS WEST	1	Mill 3/4" asphaltic pavement curb lines, islands, cul-de-sacs, intersections, manholes:	LS	1	\$ 23,000.00	\$ 23,000.00	\$ 21,569.63	\$ 21,569.63	\$ 14,660.00	\$ 14,660.00
	2	Asphalt patching around manholes and valve boxes:	SY	11	\$ 205.00	\$ 2,255.00	\$ 203.68	\$ 2,240.48	\$ 275.00	\$ 3,025.00
	3	Asphalt patching :	SY	900	\$ 45.00	\$ 40,500.00	\$ 31.79	\$ 28,611.00	\$ 37.75	\$ 33,975.00
	4	Spot concrete curb and gutter removal and replacement:	LF	500	\$ 38.00	\$ 19,000.00	\$ 35.00	\$ 17,500.00	\$ 41.50	\$ 20,750.00
	5	Asphaltic concrete pavement, 3/4-inch, 4.75 mm:	TON	1800	\$ 77.00	\$ 138,600.00	\$ 88.43	\$ 159,174.00	\$ 77.25	\$ 139,050.00
GREEN TREE ESTATES	6	Mill and dispose 5" asphaltic pavement and base course:	LS	1	\$ 50,000.00	\$ 50,000.00	\$ 24,056.28	\$ 24,056.28	\$ 48,250.00	\$ 48,250.00
	7	Asphaltic Concrete Pavement, Type E-0.3, lower layer:	TON	3300	\$ 49.00	\$ 161,700.00	\$ 57.47	\$ 189,651.00	\$ 58.90	\$ 194,370.00
	8	Asphaltic Concrete Pavement, Type E-0.3, upper layer:	TON	2200	\$ 55.00	\$ 121,000.00	\$ 58.05	\$ 127,710.00	\$ 64.75	\$ 142,450.00
	9	Excavation below subgrade (estimated quantity):	CY	700	\$ 20.00	\$ 14,000.00	\$ 8.40	\$ 5,880.00	\$ 26.00	\$ 18,200.00
	10	Granular material for excavation below subgrade (estimated quantity):	TON	1400	\$ 20.00	\$ 28,000.00	\$ 15.23	\$ 21,322.00	\$ 17.50	\$ 24,500.00
	11	Spot concrete curb and gutter removal and replacement:	LF	400	\$ 38.00	\$ 15,200.00	\$ 35.00	\$ 14,000.00	\$ 41.50	\$ 16,600.00
COUNTRY LANE SUB.	12	Mill asphaltic pavement curb lines, cul-de-sacs, islands/intersections:	LS	1	\$ 6,000.00	\$ 6,000.00	\$ 9,908.47	\$ 9,908.47	\$ 9,840.00	\$ 9,840.00
	13	Asphalt patching :	SY	100	\$ 45.00	\$ 4,500.00	\$ 35.34	\$ 3,534.00	\$ 64.00	\$ 6,400.00
	14	Spot concrete curb and gutter removal and replacement:	LF	150	\$ 38.00	\$ 5,700.00	\$ 35.00	\$ 5,250.00	\$ 45.00	\$ 6,750.00
	15	Asphaltic concrete pavement, 3/4-inch, 4.75 mm:	TON	590	\$ 77.00	\$ 45,430.00	\$ 87.88	\$ 51,849.20	\$ 80.50	\$ 47,495.00
Project Bid Totals:					\$ 674,885.00	\$ 682,256.06	\$ 726,315.00			



Office of the Department of Public Works
Jesse Houle, P.E.
Construction Manager

To: Michael Pollocoff
From: Jesse Houle
Subject: Terwall Terrace Park and Ride Service Lot
Date: February 23, 2015

Sealed bids for the above referenced project were received until 11:00 a.m. on February 19th, 2015, at the Village of Pleasant Prairie Public Works Dept.; 8600 Green Bay Rd., Pleasant Prairie, WI. 53158. The bids were publicly opened and read aloud. The apparent low bidder results are attached for review.

The Terwall Terrace Park and Ride Service Lot project consists of two work sections and two alternate bids generally described as follows:

Section 1: Terwall Terrace Park and Ride Service Lot – Construction of parking lot, sidewalk and appurtenances

Alternate A: No building West Lot

Alternate B: No building East Lot

Section 2: Terwall Terrace Park and Ride Service Lot Sidewalk – Construction of sidewalk, asphalt path

A total of two bids were received for this project:

- A.W. Oakes, Inc. \$1,079,111.00; Alternate A: \$50,898.60; Alternate B: \$29,741.50
- The Wanasek Corp. \$1,262,177.75; Alternate A: \$56,449.00; Alternate B: \$20,715.75

The Terwall Terrace Park and Ride Service Lot estimate of construction: \$820,685.10 and Alternate A: \$29,345.00 Alternate B: \$15,780.00 respectively.

I recommend that the Village **reject** all bids received for this project. Following the formal rejection by the Village Board, we will notify the bidders, re-scope the project and re-bid at a later date.

Village of Pleasant Prairie		Project No.		Bid Opening Date		Time	
		E-14-012/#44908		19-Feb-15		11:00 AM	
Contract: 1		Description: Terwall Terrace Parking Lot/Sidewalk Construction 2015					
BIDDER		Wanaseck Corp.		A.W. Oakes			
Bidders Pre - Qualification		YES		YES			
Bid Bond, Annual Bid Bond, Certified Check or Money order (BB,ABB,CC,MO)		5% BB		5% BB			
Addendum #1 (Y/N)		YES		YES			
Addendum #2 (Y/N)		YES		YES			
Addendum #3 (Y/N)		YES		YES			
Addendum #4 (Y/N)		YES		YES			
Total Base Bid		\$ 1,262,177.75		\$ 1,079,111.00			
Alternate - A (ADD/DEDUCT)		\$ 56,449.00		\$ 50,898.60			
Total Base Bid + Alternate - A		\$ 1,318,626.75		\$ 1,130,009.60			
Alternate - B (ADD/DEDUCT)		\$ 20,715.75		\$ 29,741.50			
Total Base Bid + Alternate - B		\$ 1,282,893.50		\$ 1,108,852.50			
Ranking		2		1			

2-19-15



Office of the Director of Public Works
John Steinbrink Jr., P.E.

To: Michael Pollocoff
From: John Steinbrink Jr.
Subject: Professional Engineering Services Agreement – Dixon Engineering
Timber Ridge Water Tower Painting Inspection
Date: March 2, 2015

The Water Utility Department is scheduled to repaint the Timber Ridge elevated water tower. This water tower was constructed in 1976 and holds a volume of 200,000 gallons. A recent tower inspection determined the water tower wet interior and exterior are due to be repainted. The professional services and inspection of the water tower painting will be paid for through the Water Utility Enterprise Fund.

Contract summary:

- Preparation of Technical Specifications and Contract Documents
- Project Administration
- Preconstruction Meeting
- Daily Inspection Services for Surface Preparation of Wet Interior
- Critical Phase Inspection for Interior and Exterior Surfaces

Dixon Engineering was contracted for these services for the 165/Lakeview water tower project in 2013.

I recommend that the Village enter into an agreement with Dixon Engineering for the amount of \$19,871.00.



Office of the Director of Public Works
John Steinbrink Jr., P.E.

To: Michael Pollocoff
From: John Steinbrink Jr.
Subject: Vehicle Disposal Approval
Date: March 2, 2015

I am requesting approval for the disposal of the following Village vehicles which have reached the end of their useful life:

- Vehicle 7002 - 2000 Chevy 1500 Pickup; 157,950 miles
- Vehicle 7041 – 2004 Ford E350 Van; 127,080 miles
- Vehicle 7061 – 2006 Ford E350 Van; 137,919 miles

Cost savings would be realized in the elimination of insurance, repair and/or storage costs.

The aforementioned vehicles will be sent to auction.

I recommend that the above vehicles be disposed of.

RESOLUTION #15-08

**RESOLUTION AUTHORIZING THE
VILLAGE OF PLEASANT PRAIRIE
TO DISPOSE OF SURPLUS VEHICLES**

WHEREAS, the Village of Pleasant Prairie currently owns a 2000 Chevy 1500 Pickup Truck (157,950 miles); a 2004 Ford E350 Van (127,080 miles); and a 2006 Ford E350 Van (137,919 miles); and

WHEREAS, the 2000 Chevy 1500 Pickup Truck, 2004 Ford E350 Van, and the 2006 Ford E350 Van are no longer capable of performing the work required by the Village because of their age, hours of operation and condition; and

WHEREAS, the three vehicles are no longer needed to meet the needs of the Village.

NOW, THEREFORE, BE IT RESOLVED, that the Village Administrator be authorized to sell the 2000 Chevy 1500 Pickup Truck, 2004 Ford E350 Van, and the 2006 Ford E350 Van to an authorized automobile auction company.

Passed and adopted this 2nd day of March, 2015.

John P. Steinbrink, President

Attest:

Jane M. Romanowski, Clerk

Posted: _____

ORDINANCE NO. 15-10

**ORDINANCE TO AMEND CHAPTER 75
OF THE MUNICIPAL CODE OF THE
VILLAGE OF PLEASANT PRAIRIE,
KENOSHA COUNTY, WISCONSIN
RELATING TO OFFICERS AND EMPLOYEES**

BE IT ORDAINED AND ESTABLISHED by the Board of Trustees of the Village of Pleasant Prairie, Kenosha County, Wisconsin that Section 75 of the Municipal Code be amended as follows:

§75-1. Elected officials.

- C. Election and term. At the annual spring election in odd-numbered years there shall be elected a President and two Trustees, each with a two-year term of office. At the annual spring election in even-numbered years there shall be elected two Trustees, each with a two-year term of office. The Municipal Judge shall be elected in an odd-numbered year with a ~~four~~ **two**-year term.
- D. Compensation. Pursuant to the provisions of § 61.32, Wis. Stats., the salaries of the President, Trustees and Municipal Judge are hereby fixed at the annual rates hereinafter indicated and shall not be increased or decreased during the term for which such officers are elected:

(3) Municipal Judge: **\$420 per court session attended.**

Passed and adopted this 2nd day of March, 2015.

VILLAGE OF PLEASANT PRAIRIE

John P. Steinbrink, President

ATTEST:

Jane M. Romanowski, Clerk

Posted: _____

**CLERK'S CERTIFICATION OF
BARTENDER LICENSE APPLICATIONS
Period Ending: February 24, 2015**

I, Jane M. Romanowski, Village Clerk of the Village of Pleasant Prairie, Kenosha County, Wisconsin, do hereby certify the following persons have applied for bartender licenses and **each applicant is in compliance with the guidelines set forth in Chapter 194 of the Municipal Code.** I recommend approval of the applications for each person as follows:

NAME OF APPLICANT

LICENSE TERM

- | | |
|----------------------|--------------------|
| 1. Emily L. Ebert | thru June 30, 2016 |
| 2. Dustan L. Eckmann | thru June 30, 2016 |

Jane M. Romanowski
Village Clerk