

**VILLAGE OF PLEASANT PRAIRIE
PLEASANT PRAIRIE VILLAGE BOARD
PLEASANT PRAIRIE WATER UTILITY
PLEASANT PRAIRIE SEWER UTILITY
9915 - 39th Avenue
Pleasant Prairie, WI
December 7, 2015
6:00 p.m.**

A regular meeting of the Pleasant Prairie village Board was held on Monday, December 7, 2015. Meeting called to order at 6:00 p.m. Present were Village Board members John Steinbrink, Kris Keckler, Steve Kumorkiewicz, Dave Klimisch and Mike Serpe. 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 Chief; Rocco Vita, Village Assessor; Matt Fineour, Village Engineer; John Steinbrink Jr., Public Works Director; Carol Willke, HR and Recreation Director; and Vesna Savic, Deputy Village Clerk. Two citizens attended the meeting.

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. MINUTES OF MEETINGS - NOVEMBER 2, 2015**

Dave Klimisch:

I move approval.

Steve Kumorkiewicz:

Second.

John Steinbrink:

Motion by Dave, second by Steve. Are there any additions, corrections, discussion?

KLIMISCH MOVED TO APPROVE THE MINUTES OF THE NOVEMBER 2, 2015 VILLAGE BOARD MEETING AS PRESENTED IN THEIR WRITTEN FORM; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 5-0.

- 5. CITIZEN COMMENTS**

Vesna Savic:

Dan Bucko.

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John Steinbrink:

And just give us your name and address for the record, Dan.

Dan Bucko:

My name is Dan Bucko, 5009 83rd Street, Kenosha, Wisconsin, Pleasant Prairie.

John Steinbrink:

Okay, we just need that for the record. So you want to speak when the item comes up?

Dan Bucko:

I do.

John Steinbrink:

Okay.

Dan Bucko:

Now?

John Steinbrink:

No. Well, you can but we'll do it when it comes up. Anyone else wishing to speak under citizens' comments? Anyone else?

6. ADMINISTRATOR'S REPORT

Mike Pollocoff:

Mr. President, I guess tonight I have two things. One is just to give you an update of where we are with repurposing of the building. There's still a few items left in this room that need to be redone. But really it's just the two doors and the back. I don't think they've replaced that door that broke right there into the foyer. And then the back of the building where you see the old yellow brick originally, the product that we ordered from a company called [inaudible] so it's coming from a long way it's supposed to be here towards the end of this month so they can put it up in whatever weather. We're putting that on.

The downstairs where the apparatus bay is being turned into an apparatus room they finished pouring concrete out there today, and they've made some headway on the room itself. They're still waiting on the elevator. So we'll have a meeting with Riley. I think in a week we're going to get a final schedule from them as to when they're going to be completed with all the repurposing that's going on at the Village Hall.

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The second item I want to talk to the Board about, and I think it's something you may want to schedule for a special meeting, there's been some, as there always is towards the end of the year, it seems like there's a flurry of bills going through the Legislature in Madison. One of significance that would affect us, if you look at your bulletins or the buzz that comes out, there's one that's being proposed that would take a property that's being used by a developer who owns property -- when I say developer they're either going to sell the property or build something on the property, and from the time that that point is established their property taxes would be cut by 50 percent. So until they sell that property they would pay a discounted rate on the property taxes.

In the Village for LakeView Corporate Park that would mean the Village taxpayers would assume a charge of about \$1.5 million a year. It would shift that much tax base away from the Corporate Park, and it would be going to the rest of the property taxpayers in the Village. Along with that is language that would provide that any time one of those parcels would secure a permit from the State of Wisconsin, that could be for a driveway access, it could be a building permit, it could be anything like that, they would be immune from any application of any Village zoning or land use rules, and they'd be on their own.

And as far as maintaining the integrity of the comprehensive plan, the plan for how this community is going to be developed, we really wouldn't be able to do it especially if they were able to secure some state permit before they submit it for site and operational plan. So I think it would be worthwhile if we could ask our representatives to come meet with the Board and we could lay out what the cost of this is going to be, the impact of these bills that they're considering. And I would hope we'd have their support, and I would hope they at the minimum wouldn't sign onto these bills. But John has got experience with these, but these are on a fast track where they're going to hearings next week. So when they do that these are substantial questions of statewide impact, and they're running it right through. So if it's okay with you guys I'd like to see if we can schedule something early next week. It would be an open meeting, but I think it would be an opportunity for us to have some dialogue with them and see what dates are open for them to come to the meeting and we can discuss this.

Michael Serpe:

Just one question, Mike. Do you think it would be wise maybe to get together with all municipalities in Kenosha County and have this meeting maybe at the County Center? I mean it's affecting everybody in the state.

Mike Pollocoff:

We could see if Kreuser would want to host it if it's everybody. I think some communities, if you're in Brighton or Paris there really isn't any development to speak of, and it really would have little impact on it. But anybody where you have especially commercial development or manufacturing development that's big dollars. But you still could have the same impact on residential or multifamily if there's a multifamily building going up. Until it's built and it's sold the developer is going to pay half of what anybody for their house pays. It's a 50 percent cut.

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When we looked at it from a staff perspective we don't think it's constitutional. But that doesn't mean that they won't go through the drill and we'd have to live with it until it was challenged.

Steve Kumorkiewicz:

I read in the League of Municipality email I thought two guys were looking for sponsorship, they were looking for support.

Mike Pollocoff:

Apparently they had sponsors lined up because they're setting the hearings up already.

Steve Kumorkiewicz:

So when are they going to hearing, next week?

Mike Pollocoff:

The end of next week.

Steve Kumorkiewicz:

So we've got to move fast.

Mike Pollocoff:

If they have both the Assembly and the Senate set for the same day that's going to be when we know it's moving.

Dave Klimisch:

Is there any cap on that for value?

Mike Pollocoff:

No.

Steve Kumorkiewicz:

That's going to be a big weight for the residents here, too, the city. Anyplace they've got industrial development they're going to be in trouble.

John Steinbrink:

This is going to affect the new ones like Silver Lake or Salem or all those.

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Mike Pollocoff:

Because really when you think about it when we do a TIF district we do a commitment on here's our tax base and our plan, and we're going to issue so much debt based on that tax base. And they're going to be able to retire that debt over time. In our TIF we're probably three fourths of the way through, and all of a sudden they cut out all the lots that haven't been sold yet, and there's another \$1.5 million we can't collect, what that does is instead of having the TIF district end in 2021 and where the whole community starts receiving the tax benefits of having that go on the entire role it pushes it out. Just like when they took away -- they started funding half of the Gateway tax district so that pushed out the life of the TID another year. What it does is it means that the communities end up borrowing more, borrowing longer because the increments aren't coming in because there's been a tax shift from the people who are paying those increments to everybody else.

Steve Kumorkiewicz:

I think a lot of [inaudible] are going to go in distress [inaudible] the TIF district, it's going to happen, too.

Mike Pollocoff:

[Inaudible] hanging there as far as having a distressed district where they can't pay their bills. We're not there.

Michael Serpe:

This is residential, commercial and industrial?

Mike Pollocoff:

Yes. But the big dollar impact is commercial and manufacturing.

Dave Klimisch:

And I'm guessing it's being sold as a way to help the investor when in reality it's a shift to everybody else in the Village to pick up the \$1.5 million.

Mike Pollocoff:

I think it will be sold as economic development. But if they want to do that I think they need to sell it to everybody saying this is how we can provide economic development and we're going to have to raise your taxes some to make this work. But they're not saying that. They're just saying take the controls off the business people.

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Steve Kumorkiewicz:

It's another way to take away the control from the local municipalities [inaudible].

Mike Pollocoff:

That's definitely the case with the zoning. So I'll get some dates to see when I can get them together. And I'll talk to Kreuser to see if he wants to sponsor it. One thing I was thinking of is if we just have a discussion here with them maybe with a smaller group and invite the press. They're more than welcome to come. That's all I have, Mr. President.

7. CORRESPONDENCE

A. Consider the request for storm sewer improvements in the vicinity of 5009 83rd Street.

Mike Pollocoff:

Mr. President, we received a petition from the Bucko family concerning stormwater improvements that they feel are needed at their property at the end of 83rd Street. They're requesting that the Village take some actions to improve the drainage or improve the lack of drainage that's occurring at that site. They've also submitted a picture which you can see up there. So the way our process works they've received a petition. The Board can take that petition and direct it to staff to come up with an engineering solution and a cost to take care of it and then conduct a hearing. Mr. Bucko said he had some comments he wanted to make on his petition as well.

John Steinbrink:

Do you want to come up? So that's not lakefront property you're trying to tell us.

Dan Bucko:

No, and I'm not taxed for it so that's good. My concern is this isn't even one of the worst situations we've had. This happens approximately three times a year to me. I have an electric two inch pump that I put in the backyard to pump approximately six hours to keep the water from -- you can see I have two lookout windows in the back. The water will get into those window wells and seep into the basement. And I have to keep everything in my basement on pallets. We've had some issues where it's been twice this bad where I've had to go to Lee's Rent It and get a high output gas pump and spend most of the night changing the gas because it only runs for a couple hours to keep along with my electric pump to keep the water from coming in the basement.

In '09 we had that one rain where it was six inches of rain. I had a 20 yard dumpster to get rid of everything I had in the basement. That was the first major issue. In '14 we also had another one that came in, and I couldn't keep up with either or both pumps. I've been through four sump pumps, and I buy all the quality that Lee Plumbing did the plumbing on my house put in. And when I purchased the house we had talked about storm sewers coming up 83rd Street to where I had to put

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the T turnaround in to build the house. That has not really happened. As you can see I still get the water. So I'm trying to put the petition together to see if we can come up with a way. I need a manhole in the back. You can see this is only an inch and a half of rain that we had last time. That's how much water I get in my backyard.

My property is eight feet lower than Cooper Road. And Cooper Road is approximately from my property line to the west 200 feet. You guys raised Cooper Road a couple inches. That helped. I have pictures from a few years back, one of our big storms, where the water is coming over Cooper Road, and then it's just running down everybody's driveway to the west of me. I could show you those pictures. I don't think you need to see them. If you want you're more than welcome to. But like I said this is an inch and a half of rain in not even a short period of time, Thanksgiving night, so that's not even that bad. If I were to sell my home which I don't plan on, how can I point this out to somebody that this is one of my issues that I have. They're not going to be capable of taking care of the water.

Michael Serpe:

Dan, where are you pumping that water to?

Dan Bucko:

Out to the front of the street. I've got a 300 foot hose that goes to the front of the street down the culvert, runs down to the storm sewer which is I think --

Michael Serpe:

At 48th?

Dan Bucko:

Right, on the corner there. But that floods. I mean it's pumping like crazy, and it floods that culvert all the way down. My neighbors see it, and they always ask how's your backyard doing, how is your basement doing. So I had all intentions with the lookout to finish the basement. And I'm just not touching it yet. And since we've moved in December 15th, '07, I don't know, 12 or 14 times I've had to pump this for sure so that's a lot. If I had a manhole back there hooked to the storm sewer I think that would take care of 90 percent of it. Of course, a six inch rain I'm not going to be able to beat. So that's why I brought the petition up. I got a little tired of pumping. I'm hoping we can figure out some way of taking care of this. When I built the house I was not allowed to bring up the property level to affect all my neighbors. So I had to keep it low, now I get all my neighbors' water even to the south. That's all I got.

Steve Kumorkiewicz:

That water is facing west?

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Dan Bucko:

My backyard is facing south where the sun room is, that's south. And, of course, that would be north and that would be west.

Steve Kumorkiewicz:

Okay.

Dan Bucko:

And I brought 83rd Street, I put the T turnaround in up to my property line. And we don't have a storm sewer. And this is quite a bit lower than my front yard. You can see it all pitches back to a lookout. It looks nice without the water.

Michael Serpe:

Do we have to create a resolution on this and then set it for public hearing?

Mike Pollocoff:

What we can do is just direct the staff to prepare a study on it. Then we'll bring that back, and then we'll adopt a resolution to consider the project.

Michael Serpe:

I'd make that motion.

Steve Kumorkiewicz:

Second.

John Steinbrink:

Motion by Mike, second by Steve. Any discussion?

SERPE MOVED TO DIRECT STAFF TO PREPARE A STUDY WITH RESPECT TO THE REQUEST FOR STORMWATER IMPROVEMENTS IN THE VICINITY OF 5009 83RD STREET; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 5-0.

John Steinbrink:

Thank you.

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Dan Bucko:

Thanks.

8. NEW BUSINESS

A. Consider proposed 2016 Clean Water Utility, Fleet Internal Service Fund and Solid Waste Utility budgets.

- 1) Resolution #15-34 relating to the adoption of the 2016 Clean Water Utility Budget.**
- 2) Resolution #15-35 relating to the adoption of the 2016 Fleet Internal Service Fund Budget.**
- 3) Resolution #15-36 relating to the adoption of the 2016 Solid Waste Utility Budget.**

Mike Pollocoff:

Mr. President, Kathy will go through the details on the budgets, and we can discuss any questions after that.

Kathy Goessl:

The first one I'll start with is the solid waste utility. In your packets you received the budget that was submitted by the Public Works Director for each of these budgets and it gave detail on what was requested, and some of the stuff I'll be going over here tonight. The first thing is the decision packets that we're recommending for this budget. The first one is to move the compost drop off to 73-1. And there's a savings of \$20,000 operational. The reduction is in labor and fleet because we would be eliminating the need to move compost from the drop off site on Green Bay Road to the compost site at 73-1, which 73-1 is located off of Russell Road toward the State Line. That's where the composting site is right now compared to where the drop off site is right now at Green Bay.

Labor hours saved in the solid waste has been budgeted in the clean water utility or moved to the clean water utility. There's a pool of full-time and part-time public works employees and a pool of part-time and full-time utility employees. And those hours are allocated, for public works it's mainly the streets department and clean water, solid waste and fleet. So when we save here we didn't lay these people off or reduce these hours but moved them to another area to do work there.

We also are recommending a user charge increase of \$1 which will bring in \$88,000. This \$1 would bring our unlimited collection up to \$17.50. Currently we have three different options. As part of this budget we're recommending eliminating option number two which is 50 cents less per month than option one which is unlimited collection, whatever can fit in your bin. And the second one is unlimited plus which whatever fits in your bin plus anything around the holiday season would be picked up extra. There's currently 353 customers in that option, but we would recommend keeping the automated collection only which currently has 519 customers.

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So this fee of \$17.50 per month purchases a lot of services for the residents. The first thing it purchases is curbside garbage collection, recycling collection and leaf pickup at the curbside. It doesn't end there. We also have a drop off site which has compost daily except for Sundays from end of March through the beginning of December where you can drop off your compost. And also we offer free compost and wood chips available for residents after it has been composted and chipped up free. We have hazardous waste collection monthly from April through December. Twice a year we offer a shred event. And once a year the Christmas tree drop off is also done by the solid waste utility. All this is included in the resident's \$17.50 per month. And the \$17.50 which is a higher rate that we're recommending also includes unlimited collection meaning it's not the things that all fit in your bin but anything else that they want to put that's not over 50 pounds outside the bin.

The next two items are actually from the general government budget that was approved earlier last month. There's the finance part-time clerk from general government that's allocated part of it to the different enterprise funds. This enterprise fund takes \$829 of it. And the public works full-time clerical also is an allocation from general government. The clerical pool follows the operational employees, and so if we increase the clerical then we allocate it over the different funds based on where the operational people are working. So this is \$5,995 is allocated here for that position. So we're actually asking for a net revenue increase of \$101,712.

Here is the overall budget, and you can see as we get through the next couple slides why we're asking for this increase. We've had a lot of services over the years, and our cash is getting low in this fund. Okay, first of all this compares the 2015 budget to the 2016 proposed. And on the right side is your change in dollars as well as percent. The operating revenue has decreased by \$51,000. The main decrease is due to other services which we collect revenue for, like the recycling rebate has dropped over the years. Recycling and garbage container sales is dropping. Sales of recyclable materials has dropped also totaling \$37,000 of that \$51,000.

The rest is due to over budgeting what we expected in user charges for 2015, and that accounts for the rest of the \$51,000. So you can see that's the biggest reason why we need an increase here, and also the second reason is capital. But the operating section is actually going down. Recycling expense is a reduction of \$6,500. That's because we reorganized the foremen at the public works department and, therefore, eliminated an allocation expense to this fund. Garbage expense is down almost \$11,000, and that's due to reduction in wage allocation. And it's based on historically how time was needed to collect garbage. So overall our operating expenses are actually going down for the utility based on what we had budgeted for the previous year.

We talked about the decision packets which will bring in revenue if approved of \$101,712. Transfer out was budgeted in 2015, but nothing is budgeted for in 2016. What that was for 2015 is we were going to transfer to the general government to help fund the equipment storage at Prange. But after further evaluation the solid waste utility will not be using the new storage facility at Prange so no allocation for '15 will be transferred or in the future will be transferred for this project. The solid waste utility has a garage behind and separated from the rest of the vehicles due to the smell of the vehicles. Once they come back to the facility they go in a separate building. So they're not going to go in with all the other vehicles.

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So overall we're looking at a net loss here of \$52,000 for 2016. We do have the depreciation expense which is non-cash of ninety. So cash-wise we are coming out of operating as a positive number. We do get some additional revenue here for non-operating. We do get the recycling grant. This has gone down \$12,000 from the previous year. The reason for that is the recycling grant was reduced \$2,700, and there was elimination or we're not getting the hazardous waste grant for 2016. Interest income is going down slightly because our money that we have in the utility is reducing thus earning less interest. So when we get out of this we come with a net gain of a little over \$7,800. Cash-wise, though, we are going down, and we have some capital I'll explain in the next slide. But we're looking at an estimate of cash ending for this year of \$185,000, and the proposed being \$148,000.

We are looking at these two projects for next year. The two projects are RFID readers in the trucks which has been moved from 2015 to 2016. This is readers that will allow the Department of Public Works to track recycling compliance. The information we use to determine location, recycling -- to determine locations where we can direct recycling education can be distributed to the residents. Compost site expansion at 73-1 we're looking at \$65,000. This is phase 1 of that expansion. This is site preparation, electrical for the site and electrical for the road from Russell road, blocks, site grade and concrete. So totally we're looking at \$87,625 in capital. So that's what we're asking for in capital. And you saw the decision packets and the overview of the operating. So if you guys have any questions on the solid waste budget?

Mike Pollocoff:

I think there's a couple things I'd like to add onto that. The significant change that's really affected solid waste is that, one, I think we've achieved how we route the trucks and manage and staff them, those guys don't leave when they're done with their route. Their routes are set so that they're working all day so we don't have an issue like that. But there's been a constant decrease in the recycling grant money from the state. The state has quit working on facilitating the development of recycling markets. So what used to be an effort towards recycling has gone away. And each year they're providing less and less. Usually we would take our recycling money and that would go into the budget to reduce the cost.

The second thing is elimination of hazardous dissemination grants. The state has depleted all those funds that had to do with hazardous materials and hazardous waste elimination. So that's coming back to the communities. And I don't see that getting better. I mean there's still more money for them to take away from us, I think that will continue to go over time. The other one is a more longer range trend and I think John has been proactive in looking at this. But by creating that drop off site off of Russell Road by the former waste plant, one of the things we're looking at is being able to be in a position to facilitate having the opportunity to use other landfills. Right now a few years back the state raised the tax, the fee on landfill by \$6 a ton, a significant increase. And that was just on state landfills. Well, when we go out to bid they know that if we go to Waste Management we're going to pay \$6 a ton more at the site. At Illinois they built that in their price so they could stay under but they're still going to collect the money.

So if we're able to take and have a facility where we can have a truck there and then transfer from the garbage trucks to a truck and truck it to another landfill where we can get away from this urban

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area we think we can really work on driving our price down. Because I think we're at \$44 a ton, and some places are only paying \$15 to \$19 a ton. So once we factor in the cost of moving it and what's involved in that I think we can really drive our prices down. But it's going to take a while to two things. One is to get the site ready where we can do that transfer there. And plus be able to really hone in on what our costs are going to be able to do that. Without having that site there we don't have an opportunity to do that. I think to really be able to cap our costs or control them we need to be able to have the flexibility to work the marketplace where we take our solid waste and our recycling. John is doing some good work in that area, and that's going to bear out. But until we have a site to do it at that's why it's important.

So I think we say compost site expansion 73-1 really is a solid waste and recycling site expansion. We're going to be able to do everything at that site. And just based on what it costs us to operate it now that's a three or four year payback on what we spend on money just running trucks back and forth between Prange and the compost site. But we've eliminated all debt from that utility. So the money that we set aside in appreciation is what goes to replace trucks through the internal fleet fund. And I think we're in good footing. A lot better than we used to. But if we let it slide for lack of a rate increase you can by the numbers all we're doing is we'll be going in the red.

Michael Serpe:

Mike, I have a question for you. How long would you leave that truck there before it's full? How long would it take to fill that truck before you fill it up?

Mike Pollocoff:

I don't know. How long would it take to fill it?

John Steinbrink, Jr.:

Are you talking about at the transfer site?

Michael Serpe:

Yes.

John Steinbrink, Jr.:

We would probably have to haul about three semis a week from the transfer site once it's constructed to the landfill. Right now we're probably hauling two to two and a half trucks per day. And so it's all that labor time and fuel that's spent hauling only ten tons at a time where we can take an 80,000 pound large semi and haul it away. And then like Mike said you're kind of at a premium because now you can make the landfills compete. But right now it costs so much for us to haul these two or two and a half trucks a day to a landfill.

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Michael Serpe:

I agree with the economy of this thing. But are we going to create an odor problem for the residents in that area?

John Steinbrink, Jr.:

No, it should be odor free. They've done transfer sites all over the --

Michael Serpe:

Your garbage is different than mine.

John Steinbrink, Jr.:

All over the state. Well, I mean its all how you manage it, though. I mean there's different things you can do to keep the odor down. If we would just store it in a shed and leave it there and let it heat and not pumping any oxygen around or any of that stuff well then, yeah, it would smell. But if managed properly we can really reduce the amount of site just like in the compost site. If the compost site -- if you introduce the browns, the greens, the oxygen and stuff like that and stir it up enough you really don't have the odor. And the same way that that site was a sewage treatment plant back in the day also. If it's managed right it will be successful.

Michael Serpe:

The City does this, right?

John Steinbrink, Jr.:

Correct. The City has a transfer site also.

Michael Serpe:

They have a building, front end loader into a semi?

John Steinbrink, Jr.:

Right. And then there's different things you can do that. You can compact it in a semi. You can start pulling out some of the more expensive commodities out of your recycling. There's ways that you can pop the aluminum out. You can sell the cardboard and actually increase your revenues that way versus just selling everything bulk or bailed as a single stream recyclable commodity.

John Steinbrink:

Any other questions?

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Kathy Goessl:

So I have a comment. As I was going through this cash flow statement this one is actually last year's cash flow instead of the current year cash flow. The numbers are actually in 2015 we're looking at estimating ending at \$88,982. And 2016 we're ending at \$84,248. So that's why we're recommending a dollar increase because we're really running low in terms of cash flow due to our capital needs right now and also the reduction in revenue that we had. So this does not reflect truly what we're looking at for those two years. So the rate increase of a dollar is \$88,000. Fifty cents is \$44,000. So if we reduced it down to 50 cents we'll be really low if anything varies in terms of expenses or anything.

Steve Kumorkiewicz:

So our utility is going to go one dollar each, right?

Kathy Goessl:

That's what we're recommending tonight, and that's up to you whether you want to increase it a dollar. We at least have to increase it 50 cents, but a dollar would get us in a better financial position based on our capital needs.

Mike Pollocoff:

I'd recommend it.

Steve Kumorkiewicz:

We pay now or pay later.

Dave Klimisch:

I move approval of the solid waste budget.

Michael Serpe:

I'll second with the dollar increase.

Dave Klimisch:

The dollar increase.

Michael Serpe:

I'll second that.

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John Steinbrink:

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

KLIMISCH MOVED TO ADOPT RESOLUTION #15-36 RELATING TO THE ADOPTION OF THE 2016 SOLID WASTE UTILITY BUDGET AS PRESENTED INCLUDING THE \$1 INCREASE IN FEES; SECONDED BY SERPE; MOTION CARRIED 5-0.

Kathy Goessl:

So I'll move on if you don't have any other questions to our next budget which is our clean water utility. I'll go in the same order as I did before showing you what our decision packets are that we're recommending. Go over the operating section, non-operating cash and then the capital that is being recommended. The first recommended decision packet is to hire a full-time maintenance employee which is split with the highway department for \$13,942. The second one is to actually increase our ERU. Well, for the full-time person the department of public works is in need of an additional full-time employee to complete daily tasks. There has been a shortage of part-time employees. We will eliminate a year around part-time employee is in this \$13,942. And this additional employee will be used in public works, clean water, snowplowing with a salary being split with public works/ highway.

Increase the ERU charge. We want to increase the ERU charge by 25 cents per ERU to fund future stormwater capital projects. We are also recommending elimination of the base fee of 25 cents and incorporating that base fee into the ERU instead with an ERU increase of 8 cents. So the 25 cent base fee equivalents or equal to 8 cents ERU. That's not a rate increase. That's just reclassifying that and eliminating a base fee. It gets confusing when there's two charges on the bill. So we're looking at just one flat fee based on ERU. So we're looking at 33 cents total increase in the ERU charge, but eliminating the base charge of 25 cents.

Moving the compost drop off site to 73-1, here we're moving \$20,000 of labor and fleet from the compost site solid waste budget to the clean water utility. And then, again, the two general government ones of finance part-time clerk and public works full-time clerical being allocated here. You can see it's a little bit of a smaller percentage for the public works person. A little bit more for the part-time clerk. So we're looking at a revenue increase actually overall in this decision packet of \$41,931.

This is our operating budget for this fund. We're looking at, again, the same comparison as on the previous one comparing the 2015 budget to 2016 proposed. Dollar increase and percentage increase on the right. The revenue growth is equal to almost \$53,000. This is growth based on the changing of ERUs. This does not include the 25 cent rate increase. For expenses overall it looks like an increase of \$45,762.

Our personnel as I was mentioning is a pool of full-time and part-time public works employees who are allocated mainly between public works, solid waste and clean water. More is being allocated to clean water in 2016 compared to 2015 which incorporates the \$34,000 increase. Supplies and maintenance is going up \$4,000. There's a slight increase of \$200 -- wait, that's for

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supplies and maintenance. Contractual services, the second line is an increase of \$4,000, \$2,000 of which is cell phone, telephone charges that are increased this year compared to last.

For supplies and maintenance only a slight increase of \$200. The biggest expense being the cost of gravel and crushed stone and culvert installation of \$25,000 is what makes up that budget of supplies and maintenance. Insurance is staying the same. Depreciation is going up slightly based on the last couple years of actuals. Non personnel transfers up \$5,000. These are the support departments which includes IT, finance, HR, administration and the clerk. The majority of that increases in IT where Microsoft licensing has gone up based on a different way of evaluating.

Decision packets we talked about earlier. That's the \$41,931. That's actually an income. And transfer out, this transfer out is the same transfer out that I was talking about with the compost site. It's transferring money to support the Roger Prange equipment storage. Here the clean water utility will benefit from this. The vehicles that they use will be parked in this new storage garage. So in 2015 the \$35,000 is the design work. And in 2016 is actual construction work. So we're looking at a loss here of a little over half a million dollars. The main reason for that is the transfer out. This utility has gathered cash funds over the years and so that they should be able to take their fair share of the storage facility and help fund that.

This is our non-operating. The only thing here we have is interest income which because our funds were increasing here we were able to earn a little bit more interest in 2016 as compared to 2015. This fund has a little bit more cash, but the cash is here to help replace future infrastructure. We have over \$22,000,000 of storm infrastructure that will need replacement in the future. This fund as it gathers cash will help us replace that in the future without having to borrow.

Mike Pollocoff:

I might add, too, when we talk about replacing the storm sewers, Mr. Bucko was here earlier talking about the need to extend the storm sewer from 48th I believe up to his property. But the storm sewers that exist in Beverly Woods are corrugated metal pipes that should have been elliptical. And the way they made them elliptical they took a backhoe and smashed them down. And they were put in probably in the '50s. So they're in tough shape. But they're storm sewers that the Village owns. So when we replace these, these people who live in that subdivision paid for those in the first instance so we own them. So we'll be going back and replacing those. The roads in that subdivision need some work, but we really can't do anything until we get the storm sewers fixed. And we've got that projected like two years out to get this all done and get that worked up. That's the kind of thing we use this money for.

Kathy Goessl:

So for the 2015 we're looking at adding to the cash balance of \$300,000. But in 2016 because of some projects which I'll look at at the next slide we're looking at spending \$700,000. We're estimating at the end of year at \$2.3 million.

Here are the list of projects that we are putting on the capital plan. The first one is Chateau Eau Plaines stormwater improvement for a little over half a million dollars. This is to design and

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reconstruct pipe and drainage swales between 115th and 112th Avenue to the wetland. The project will be completed in 2017. This project is funded \$123,000 of it by special assessments.

Shoreline protection at Lake Andrea, install shoreline protection on the west side of Lake Andrea. This project will help eliminate erosion at a cost of \$20,000. Carol Beach Unit W stormwater improvements a little over half a million dollars. Planning and construction of a drainage improvement in Carol Beach Unit W. Project being funded 100 percent by special assessments. Department of public works storage pond improvements \$112,500. This is converting the dry basin to a wet basin at Prange municipal site to meet the MS4 requirements for the department of public works building expansion. So this is on the same site as the recommended equipment stored at the Prange which has to convert a dry basin to a wet basin.

Stormwater quality ponds at the new compost site. Construct stormwater quality ponds at the new compost site at 73-1 for \$131,000. Clean water infrastructure asset repair. This is to repair clean water infrastructure when the road associated with it is being repaired. So as we're doing the paving program each year clean water, sewer and water are being evaluated to see if any of the assets need to be repaired. This past year, 2015, we've done a lot of repairs during the paving program, and this is just budgeting going forward in anticipation of having to do a similar thing in 2016. So we have \$1.4 million of capital improvements that we're recommending of which about \$600,000 is being funded by special assessments. So that's the clean water budget. So what we're recommending here is a 25 cent increase in the ERU. Any questions on this clean water budget?

Michael Serpe:

I move approval of Resolution 15-34.

Steve Kumorkiewicz:

Second.

John Steinbrink:

Motion by Mike, second by Steve. Any discussion?

SERPE MOVED TO ADOPT RESOLUTION #15-34 RELATING TO THE ADOPTION OF THE 2016 CLEAN WATER UTILITY BUDGET AS PRESENTED; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 5-0.

Kathy Goessl:

The final budget we're bringing tonight is the fleet internal service fund. This is the fund that houses all vehicles and equipment except for the police and fire and rescue equipment and vehicles. Since this fund was established in 2009 we only increased our rates in 2015 by two percent. As part of one of our decision packets we're recommending another two percent increase for 2016 so we can keep up with the cost of vehicles and the operating expenses of this fund. So this gets

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charged out to other funds that use the vehicles based on their usage of those vehicles and equipment.

Mechanics promotion, this program is a promotion of our full-time mechanic. He's currently at a maintenance 4. This would promote him to a maintenance 2. Fleet diagnostic software, vehicles and equipment manuals to aid mechanics in maintaining and repairing the Village fleet. Just recently we had an evaluation of our refueling tank system at the Prange where all of our diesel and unleaded fuel is housed. And as part of the capital project you'll see that refueling station as a capital request. To help fund this project the decision packet is to transfer from the general capital fund \$18,900 to cover the cost of the police and fire portion of this project. So overall we're looking at a positive decision packet of \$37,254 for the fleet internal service fund which includes a two percent increase in the charge out rates to the other funds in the general government, public works and parks. Same comparison as the other funds I just presented tonight.

Kris Keckler:

I just had a quick question. On the fuel expenditures portion where you guys were estimating a two percent increase over time, more from a public awareness piece, obviously I don't know how much that diesel is versus unleaded, but knowing that the market of unleaded as fluctuated or decreased over the last year, in the off chance that either that continues or that increase isn't there what happens to the allocation? Is it just repurposed within that fleet services fund?

Kathy Goessl:

The money that's charged out is used to maintain the vehicles and to put the fuel in the vehicles and to replace the vehicles. So right now we're limited in terms of as you can see in the next couple slides we don't have much cash in this fund. We have around a half a million dollars in cash in this fund. So, yes, the fuel has helped us, and we actually budgeted \$25,000 less in 2016 for fuel. But there's lots of not demands but wants of new replacements. We keep on postponing certain things because we only have a limited amount of money in this fund to replace the stuff. Half a million dollars is not that much money.

Kris Keckler:

So at that time or recent realized ones will just be repurposed and prioritized based on the needs of that fleet services?

Kathy Goessl:

Yeah. Each year we evaluate what John believes we'll need and he'll push things back. He says we really need this this year, and next year we can buy this instead. So we don't have much money really in this fund. I mean I would like to have more money in this fund right now. A half a million dollars is not much money. He can spend about \$700,000 a year. When you buy a couple dump trucks or a garbage truck you're taking \$200,000 or more. Garbage trucks are \$200,000.

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Kris Keckler:

Okay, I was just looking for the clarification just so the general public can not come after --

Kathy Goessl:

Our charge out rates to our different funds are actually lower than the recommended state rate. We started out that way, and we've only increased two things two percent last year and this year. And this fund has been in operation since 2009. So the first four years we didn't increase the charge out to any of our funds for any of the charge out rates.

Kris Keckler:

In the projection chart you had on there even with that growth still not at the 2012 level there were [inaudible] due to the fuel costs at the time I believe for at least the fuel expenditures one.

Kathy Goessl:

I haven't looked back at the fuel. You mean you're talking about fuel?

Mike Pollocoff:

In 2012 our fuel is the highest it's been. Even as we trend it out we don't get back to that level.

Kathy Goessl:

No.

Kris Keckler:

So what you're saying is any savings that we achieve from fuel is going to go to fund balance in the fleet fund to be put back in the equipment.

Kathy Goessl:

Yeah. We don't want to borrow any money for any equipment, and so whatever we save in operations will be put in there to help with capital.

Kris Keckler:

Very good, thank you.

Kathy Goessl:

So this is the operating section of the budget. You can see we have an increase of \$51,000. This is actually not incorporating the two percent, but it matches the 2015 estimated revenue without the

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two percent decision packet we're looking at. Operating expenses personnel is down \$12,000. It's just a decrease in the number of public works and utility hours allocated here. Contractual services is just up slightly, \$100. Supplies and maintenance is down. And the main reason for this to be down is because of fuel, fuel down \$25,000 from the 2015 budget. It's still up \$95,000 from the 2015 projections so we still have a leeway here.

But as I said the cash reserves are very low in this fund that we've put into that reserve to help buy future equipment. Depreciation is budgeted at historical levels which has increased slightly over the last couple years. And the decision packets which we already talked about is actually a revenue increase of \$37,254. We're looking at an operating gain in this fund of \$180,684.

This is non-operating. Again, this one has interest income up slightly. Gains and losses on sales based on what we're buying and what we are replacing this tells how much we anticipate receiving for the equipment we're replacing. That's down slightly from the year before. Grants, last year we were anticipating a grant for a bus but we didn't receive it. And this year we're not anticipating any grants. So we're looking at a net gain of \$139,784 after non-operating expenses. Here is our cash reserves. This budget is maintaining cash reserves after operating and capital purchases. We're maintaining a little over half a million dollars at the end of 2016 similar to what we're estimating for 2015.

This is a list of all of our vehicles and equipment that we're recommending purchasing for this year. The first one is single axle truck \$90,000. There's a couple trucks involved in this. A used contractor's dump truck for \$25,000, a pole setting truck for \$30,000, a used electrical van for \$15,000, and a used truck for \$20,000 totaling \$90,000. Pickup truck \$30,000. This will replace public works pickup trucks. Street sweeper \$240,000. That's the largest purchase that we're looking at this year. It's the replacement of our current street sweeper. So as you can see this takes away half our cash reserves if we just were spending cash.

Appraisal vehicle \$25,000. This capital request will provide the appraiser's and assessor's department a reliable vehicle to replace the vehicle they currently have to perform field work. This team vehicle will be transferred to the department of public works. Inspection vehicle \$27,000. This will also replace a vehicle in the inspection department and engineering activities. RecPlex van \$21,000 to replace the RecPlex van. Used forklift \$6,000. That's used to unload inventory and move pallets around the shop.

Mowers and ballfield equipment \$67,000. This is for a commercial 30 inch mower which will replace another mower. Skid steer \$61,000 that will replace an old 2003 wheeled skid steer. Pumps \$11,200. These are pumps needed for de-watering trenches. Its two 2-inch pumps and one 3-inch pump. So for a total of vehicle and equipment of a little over half a million dollars is being recommended.

Other capital that's being recommended to be funded this year is for attachments, tools and other. The first one is a safety cage for setting cones for \$5,000. This attachment will reduce the chance of injury during the activities on the road. Landscaping trailer for parks \$4,000. This trailer will allow park staff to keep all landscaping supplies in one trailer for better organization and saving

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time at the job sites. The Village has acquired more sites requiring push mowers and landscaping this last year with the addition of Village Hall, Fire Station 1 and the Pleasant Park and Ride.

Trailer replacement, \$25,000. This is replacing aging fleet trailers. De-icing tank for plow truck \$10,000. This equipment will mount inside an existing plow truck and allow Village staff to pre-treat roadways and parking lots before an ice and snow event. For tools there's a trench box \$7,500. These are stackable aluminum trench box for deep repairs. It will allow repair crews to safely excavate over eight feet deep.

And this is the fueling station I was mentioning earlier. This was just evaluated just a month ago that this is over 20 years old. The current fueling system which is 20 years old during a recent inspection was found many of the underground components of the fueling system needed repairs and replacements. It is important to maintain this system to ensure fuel availability for all Village vehicles including the police department and the fire and rescue. As we were mentioning, the general government will pick up 27 percent is the amount that was being transferred of this project because these fuel tanks are also used by police and fire and rescue. So for other capital we're looking at \$131,500. So those are what we're recommending for decision packets and capital for fleet. There's resolution here, Resolution #15-35 which would adopt this budget.

Michael Serpe:

I have a question on the fueling. Have we considered ever going to natural gas for some of our vehicles?

Mike Pollocoff:

Yeah, we thought about it, but it's been pricey to get the unit in, have the quick fill, slow fill and then just a change over of vehicles. There used to be grants for that.

Michael Serpe:

No grants anymore.

Dave Klimisch:

Then with the vehicles that we're buying I'm guessing we're selling the old vehicles or are we keeping them in the fleet?

John Steinbrink, Jr.:

Many of the vehicles that we are replacing will be sold at auction. They won't be sold until the new ones are purchased. A lot of the vehicles we spoke about this evening were purchased either used or demo at auction or on a Wisconsin state bid.

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Dave Klimisch:

And the money that that brings in --

John Steinbrink, Jr.:

Is already accounted for within the budget process.

Dave Klimisch:

That's reflected somewhere, the estimated value?

John Steinbrink, Jr.:

Yeah, so the plow truck that costs \$200,000 you plan on getting \$20,000, and that \$20,000 is accounted for for revenue and the capital expenditure outlays \$180,000.

Kathy Goessl:

On this slide up here for non-operating you can see the gain or loss on a sale. So that's \$29,500 on anticipated sales on all we're looking at selling.

Kris Keckler:

Regarding the replacement of a lot of those basically pretty much of them have reached the end of their useful life expectancy. With the expected addition at Prange for the storage areas and for obviously getting them out of the elements can you just remind us again what kind of the expected addition that might add to the usefulness of some of the vehicles?

John Steinbrink, Jr.:

One of the big issues we run into especially in the wintertime we have probably over half of our equipment that we own currently stays outside. So when there's days when it's 10 below zero, 20 below zero, that vehicle is parked outside. So it's got an inch of ice on it. Then when you go to start it you're starting it and hoping that it starts up, and then the engine oil is cold, the hydraulic system is cold, so it takes a long time to get that going. All of the parts of the equipment machinery itself is kept out in the elements so the hoses start cracking earlier, the hydraulic cylinders start adding issues. So we're hoping by keeping everything within the storage facility will extend the life of it three to five years over maybe like a 20 year life cycle.

Kris Keckler:

That's what I wondered what the estimation was for extension.

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Mike Pollocoff:

We saw a pretty good improvement on the life cycle of the equipment when we moved from the old barn on Highway 50 to the Prange Center. Because over there we had a lot of stuff that was sitting out. It starts rusting. All the rubber grommets around the windows and everything just degrades faster when it's out in the weather. And right now the plan is for 20 percent growth capacity in the new facility. But it saves you wear and tear on equipment. Saves you wear and tear on the guy out there beating the ice off the truck and trying to get everything working when he really should be out plowing.

Kris Keckler:

Thank you.

Michael Serpe:

Move approval of 15-35.

Steve Kumorkiewicz:

Second.

John Steinbrink:

Motion by Mike, second by Steve. Any discussion on Resolution 15-35?

SERPE MOVED TO ADOPT RESOLUTION #15-35 RELATING TO THE ADOPTION OF THE 2016 FLEET INTERNAL SERVICE FUND BUDGET AS PRESENTED; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 5-0.

B. Consider agreements for employee health, dental and vision benefits.

Carol Willke:

Mr. President and members of the Board, every year that we go out for our benefit proposals I'm a little bit nervous and kind of dreading it because historically we haven't really had that good of numbers and we had some pretty high claims. But this year I was a little bit more positive because I know that we were going out with a couple of tools. And one was that we have a very highly engaged group in our wellness program. So part of that was because we really promoted it. We had a wellness committee that was out there pushing the wellness and putting events together so that people could engage in it. And because of that our claims were down a little bit. So our claims were down 2.4 percent which is pretty significant for us.

So we went out for proposals with that in hand. So first of all I just want to show you what happened with our vitality engagement. As you guys know our vitality program is our wellness program currently through Humana Health Insurance. And we had 24 percent of our enrollment at platinum.

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What the Village requires from our employees to be able to be eligible for the discounted premium contribution is the level of silver. So between the platinum, the gold and the silver we had 74 percent of our population. So I thought that was a really good number, and we were really pleased with that. Some of the people who are in bronze they could be new employees, or some people wait until the end of the year to get their physicals so they don't have all their points yet. But I think this directly correlates to the positive renewal rates that we got.

So we went out for the medical. We had David Insurance who is our broker. They went out for proposals for us. Humana came in with a zero percent increase. Which any other given year a zero percent increase is really good, and I would have been extremely happy with that. WEA Trust came back with a negative 6.07 percent increase. United Healthcare came back with a negative 6.02. WPS 2.53 percent increase. And Anthem a 3.9 percent increase. We were, again, really excited about those.

What we are recommending is going with UHC which comes with a savings of about \$120,000. Some of these savings that we'll be incurring we'll be utilizing to offer health insurance to some of our part-time employees that are eligible for that. As you've been hearing we're having a hard time hiring part-time really quality good part-time staff. So we'll be using some of the savings from our premiums to fund a second medical plan.

Dental insurance, again, we were currently with Humana. They came back with a 5.1 percent increase. And Delta Dental has a 2.6 percent increase. I think it's important to note that the Village is self-funded for our dental insurance meaning that we have a third party administrator who processes all the claims for us. And then we pay the actual claims. One of the positives with Delta Dental is they have a greater discount with 99 percent of the dentists in Wisconsin. So that means that their claims are going to be less, and so that will be less for the Village as well as less for our employees for their portion of the claims and their services. They also came with a three year rate guarantee. So we're recommending that the Village switch from Humana dental insurance to Delta Dental.

Dave Klimisch:

Carol, back to the health insurance. The 6 percent decrease, 5 percent decrease, is that mainly because of the wellness program and the active program we have? Or is it the national economy, the healthcare economy?

Carol Willke:

I think it's because of the wellness program because our claims loss ratio was lower. They like to have it around 85 percent and we were at 82 percent. So the insurance company is making more money off of us. So I really think part of it is that. Also there are some politics going on in Wisconsin as far as health insurance, and Humana has been bought out. I'm not really sure where that's going to go in the next three years. So United has been extremely aggressive in trying to help them along their way, and they've been really aggressive in their bidding.

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Dave Klimisch:

And with that change if we go from Humana to United does that change the point of care for our employees?

Carol Willke:

No, for both of those they both have the Aurora system as well as the United Health system. And in the PPO for United you would really have to go out of your way to try to find somebody who was not in that network. The vision insurance this is a program that is fully voluntary so the employees pay the entire premium on this. Again, we were with Humana. They were showing us a 3 percent increase. VSP which is a national vision insurance company, very well know, well respected, came in with a negative 30 percent. WEA Trust 14 almost 15 percent, United Healthcare 11 and Anthem at 7 percent. So this is between the vision insurance, the dental insurance and the health insurance not only will the Village be reducing their cost for benefits, but it will also translate to the employees paying less. So we are also recommending that we switch to VSP vision care.

Michael Serpe:

What's the monthly rate on the vision for the employee?

Carol Willke:

For an employee it's \$6.76 a month. And an employee and family it's \$17.79 a month. So really anybody who goes to the eye doctor once a year you're going to pay for your visit just by -- you're going to pay for your premiums just by that one visit.

Mike Pollocoff:

I'd like to just add that this past year Carol and her staff have done a really good job of being the health police and getting everybody squared away on doing this. And you don't get 75 percent of the people achieving the minimum standard and then going beyond that. So for this group it's been a really good year. And I think this is the first year we have everybody, the non-represented people and the represented people, all participating in it. And getting everybody squared away on what it is they need to do, how they can be in the program and not just go through the motions but really achieve some results has happened. And so that's a good job on getting that done, and sometimes it was like pulling teeth. And the department heads supported it as well making sure their departments were coming along to get this thing done. So in my time here this is the first time where we're really been able to do something proactive for our own benefit and have it turn out so it actually saves us some money.

Carol Willke:

I do want to add that right now it's called Humana Vitality. And the Vitality program is connected to our Humana insurance. However, Vitality is also a standalone program. So while we'd like to

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switch to United Healthcare we still will be offering Vitality and we still will be using that program. It will just be a stand alone program instead of being tied to Humana.

Steve Kumorkiewicz:

I have a question for Carol. Carol, that vision care do they have different doctors they can see or can they go anyplace?

Carol Willke:

It's kind of the same thing. The VSP they have so many providers in their network that there's probably 95 percent of the providers in Kenosha that are part of the VSP network. I haven't run into anybody who would have to change their eye doctor. And the same with the Delta Dental. Some people are more tied to their dentist than they are their doctor because when you find a dentist that you like and doesn't hurt you you stay with them. I think that's one thing that Mike and talk about a lot when we're looking at different providers is how it's going to impact the employees. So with that I would recommend that the Board authorize the Village Administrator to enter into contract agreements with United, VSP and Dental Delta. Do you have any other questions?

Kris Keckler:

So moved.

Steve Kumorkiewicz:

Second.

John Steinbrink:

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

KECKLER MOVED TO AUTHORIZE THE VILLAGE ADMINISTRATOR TO ENTER INTO AGREEMENTS WITH UNITED HEALTH CARE, VSP AND DENTAL DELTA TO PROVIDE EMPLOYEE BENEFITS AS PRESENTED; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 5-0.

C. Consider an award of contract for the 2016 Village newsletter printing and mailing services.

Chris Christenson:

Mr. Village President and members of the Board, I'm here again before you in order to present an award of contract or request an award of contract for the lowest qualified bid for the 2016 Village newsletter. Over the past several years we've been going out to bid for the entire year in one bid. And in doing so it's driven the prices down for the newsletter. It makes us a little more competitive. This year our lowest bid was presented by Vanstone which is a company out of Racine, Wisconsin.

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And they came in slightly lower than vendors that I've used in the past at \$1,282. So Vanstone doesn't have a long history of work and doesn't have -- they've currently split from a different vendor. So they don't have references necessarily that they have a longstanding relationship with. But they did come in with the lowest bid, and they did guarantee me that they do have all of the equipment that would be required in order to complete the job.

The savings over the next lowest bid would have been approximately \$200 to \$250 a year. And they came in at \$1,282 per issue which is our standard issue, the eight page two over two color issue. With that it's my recommendation that the contract for printing and mailing services for the 2016 Village newsletter be awarded to Vanstone, Inc. per their submitted response. And I can take any questions if you have any.

Steve Kumorkiewicz:

I've got a question who is today the provider?

Chris Christenson:

The provider today is InTech. And they're a larger company out of LaCrosse, Wisconsin. They are the same vendor that we used in the past we had some issues with. And then they came back and put some protections in place in their system and some improvements in place and then fulfilled this year to spec. So they performed very well this year.

Michael Serpe:

Does Vanstone take care of the emailing as well?

Chris Christenson:

No, that's separate. So the email newsletter once I get the print version off to the printer we convert that here into an emailable pdf. So we make it a smaller file size, we make it color, and then we use a separate provider, Constant Contact, to send the email newsletter.

Kris Keckler:

So the InTech bid came in it looks like only about \$80 more than the Vanstone one?

Chris Christenson:

About that, yeah.

Kris Keckler:

And we're looking to go with -- where is Intech out of?

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Chris Christenson:

InTech is out of LaCrosse.

Kris Keckler:

So is the benefit more just for a closer?

Chris Christenson:

It's not so much a benefit because I'm not familiar with this new vendor. However, it is the lowest qualified bid. So with that we pretty much give them a shot and see how they perform. I will tell you that when InTech first came to us with their low bid I had no experience with them either. So it's kind of when we put this out on VendorNet and when we put this out for bid we kind of take the results that we get back and judge it based on the best information we have. We do have protections put in place in the contract that says if they don't perform that we're able to end that contract.

Kris Keckler:

Which we've utilized with InTech in the past.

Chris Christenson:

Yes, we have.

John Steinbrink:

Chris, what makes them a qualified bidder?

Chris Christenson:

Well, in my eyes which is a little bit subjective, but in my eyes they've performed work for other references or for us, and they have met the specs. Pretty much one of the big things, John, is that when they give us an estimate I would like for that bill at the end of the job to match the estimate and not have extra or additional fees tacked on which by law some of these folks have the right to do for things like overruns. They can print an overrun and charge us for those. But my expectation is with the vendors that they perform the job to spec. That it's a high quality job. If there are any issues that they address it right off the bat. And basically that it's efficient for staff to complete the job as well.

Dave Klimisch:

And how much are we pay now?

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Chris Christenson:

Right now we're at \$1,300 per eight page issue.

Dave Klimisch:

So Intech would have been a slight increase and now we're going down.

Michael Serpe:

I move to concur with Chris's recommendation for Vanstone.

Dave Klimisch:

Second.

John Steinbrink:

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

SERPE MOVED TO AN AWARD OF CONTRACT FOR THE 2016 VILLAGE NEWSLETTER PRINTING AND MAILING SERVICES TO VANSTONE INC. AS PRESENTED; SECONDED BY KLIMISCH; MOTION CARRIED 5-0.

D. Consider an Animal Control Agreement with Clawz and Pawz.

Mike Pollocoff:

Mr. President, this is our annual agreement with Clawz and Pawz. I don't know of anybody else who provides this service. And this is one you won't see me recommending that we do ourselves. So the service is \$275 a month which is I believe a \$50 a month increase. And they have itemized services, capture, disposal, contain stray animals \$50. Capture and disposal of detained stray domestic canines outside the normal work schedule \$60. Attend to an injured or dangerous animal and/or capture, take custody of any domestic canine due to injury or neglect \$50 outside the normal work schedule. Same thing for \$60 outside of the work schedule. Chief, if you have anything you want to add?

Chief Smetana:

Good evening. Clawz and Pawz has been our provider since I've been here. They've worked with us on some major cases including the [inaudible] farm case. We've had no issues with their service. We generally use them between 40 and 50 times a year to come and capture animals and things we don't want traveling in our car to the Human Society.

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Michael Serpe:

What are we paying Clawz and Pawz monthly? What does that come out to?

Mike Pollocoff:

I believe its \$225 a month right now. They haven't raised it in a long time.

Michael Serpe:

That's cheap. What I was thinking of is we have a part-time officer that if we elevated that to a community service officer to take care of this?

Chief Smetana:

We could. There would be some additional training involved.

Kris Keckler:

HR concerns.

Mike Pollocoff:

There would be some capital concerns, too, we still have to house them.

Kris Keckler:

Hose down the car.

Michael Serpe:

Hose who?

Mike Pollocoff:

The dogs.

Michael Serpe:

The City just goes out and shoots them.

Steve Kumorkiewicz:

Leave it as it is, Mike. Don't touch it.

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Kris Keckler:

I move to approve Clawz and Paws animal control contract.

Steve Kumorkiewicz:

Second.

John Steinbrink:

Motion by Kris, second by Steve. Any discussion?

KECKLER MOVED TO APPROVE THE 2016 ANIMAL CONTROL AGREEMENT WITH CLAWZ AND PAWZ AS PRESENTED; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 5-0.

E. Consider an appointment to the Plan Commission.

Mike Pollocoff:

Mr. President, of course with John Braig's passing there's a vacancy on the Plan Commission. Bill Stoebig is Alternate #1 on that Commission. So we'd be recommending that he assume the remainder of John Braig's term which ends May 1st of 2017. We have Deb Skarda who is not up for reappointment, but alternates are a year to year replacement. So with that, and we do have some other vacancies. I'd recommend we go to refill the vacant alternate position, put a notice in the newsletter to have some people apply and see if they're interested in doing that. We have the vacancy there, Board of Review, Community Development Authority, Board of Appeals. And we have one on Park I think. Yeah, we do have one on Park. We'll put all those out in the newsletters to see who want to come and have fun with us.

Steve Kumorkiewicz:

So Dave Skarda is going to stay as an alternate?

Mike Pollocoff:

Her term doesn't end until next year.

John Steinbrink:

She becomes number 1.

Mike Pollocoff:

She becomes number 1.

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Dave Klimisch:

I move to approve the Plan Commission appointments.

Michael Serpe:

Second.

Dave Klimisch:

Bill Stoebig and Debra Skarda.

John Steinbrink:

Motion by Dave, second by Mike. Any discussion on these appointments?

KLIMISCH MOVED TO CONCUR WITH THE RECOMMENDATION TO APPOINT BILL STOEBIG AS A REGULAR MEMBER OF THE PLAN COMMISSION TO FILL THE TERM OF JOHN BRAIG AND MOVE DEB SKARDA INTO THE ALTERNATIVE #1 POSITION; SECONDED BY SERPE; MOTION CARRIED 5-0.

F. Consider the Termination of Agreement and Waiver of Special Assessment Notices and Hearing between the Village of Pleasant Prairie and SB1 Pleasant Prairie, LLC related to the obligations being satisfied for the future for STH 50 road construction improvements on various parcels in Prairie Ridge Subdivision.

Jean Werbie-Harris:

Mr. President and members of the Board, in 2007 when VK Development was headed down the bankruptcy path, there was a discussion at that point that a number of the costs associated with the future improvement of Highway 50, the cost for which he was obligated to complete needed to be attached to certain vacant parcels at that time in Prairie Ridge. And as we worked with the future landowner, SB1, finally in 2014 we put together a new agreement and waiver of special assessment notices and hearing in order to basically transfer that obligation from VK to SB1. And we put together a ten year payback scenario for them based on various amounts per parcel of land that when those lands sold or developed or permitted that those payments would be paid back to the Village of Pleasant Prairie so that we would have money in our coffers for future improvements for Highway 50.

So what's happened since February of 2014 is that they have sold and transferred a number of parcels, and they have paid off that \$1.6 million assessment in full. Even though they have a few parcels left to sell out there, they have now paid it off in full. And as part of our original agreement with them that when that happened that we would execute a termination of agreement and that termination of waiver of special assessment notice. It was drafted by their attorney, reviewed by our attorney, and these payments were verified by the finance department. So we are terminating that agreement since everything has been paid in full. And we have these funds set in a separate

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account in order for the future improvement to Highway 50. So the staff recommends approval of the termination agreement as presented.

Michael Serpe:

What's the projected date for Highway 50 reconstruction? What's it out to now?

Mike Pollocoff:

The sharp dart right now is 2022. I believe that's right. But there's no money so your guess is as good as mine.

Michael Serpe:

Move to accept the termination of the agreement.

Kris Keckler:

Second.

John Steinbrink:

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

SERPE MOVED TO APPROVE THE TERMINATION OF AGREEMENT AND WAIVER OF SPECIAL ASSESSMENT NOTICES AND HEARING BETWEEN THE VILLAGE OF PLEASANT PRAIRIE AND SB1 PLEASANT PRAIRIE, LLC RELATED TO THE OBLIGATIONS BEING SATISFIED FOR THE FUTURE FOR STH 50 ROAD CONSTRUCTION IMPROVEMENTS ON VARIOUS PARCELS IN PRAIRIE RIDGE SUBDIVISION AS PRESENTED; SECONDED BY KECKLER; MOTION CARRIED 5-0.

G. Consider renewal of Mobile Home park Licenses for 2016.

Mike Pollocoff:

Mr. President, we've gone through an inspected the mobile home parks. And two of our parks, City View they have some minor violations, removing rotted wood and brush in a ditch line along the south end of the park by the City of Kenosha. Timber Ridge has no violations. I take that back, maintain the drainage way along the west side of the park, west side of the dead end, the cul-de-sac. And they're working to resolve that. We have one ongoing problem with City View. They have this aversion to snow especially when they have to use a shovel on the sidewalk on Highway 50. So we're trying to get them trained into doing that. Find a way to get comfortable with shoveling snow rather than having us come out and do it after the fact. Scotty's Mobile Home Park staff recommendation is that there are minor violations listed, and staff will enforce compliance which should delay renewal of their license. So everybody's license gets renewed.

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Steve Kumorkiewicz:

Including Scotty's?

Mike Pollocoff:

Yeah. Do you have anything else to offer?

Steve Kumorkiewicz:

Make a motion to approve the licenses for the mobile home parks.

Michael Serpe:

Second.

John Steinbrink:

Motion by Steve, second by Mike for renewal of mobile home park license for 2016. Any further discussion?

Dave Klimisch:

The sidewalk on Highway 50 when it doesn't get cleared what happens after that? Do we do it? Do we bill them?

Mike Pollocoff:

We do it and we bill them. We're going to need to modify our ordinances somewhat since we're picking up more sidewalks. That's the sidewalk where that mobile home park is composed primarily of senior citizens. So to use the sidewalk to get over to Piggly Wiggly or over to Ace or whatever. And the previous owners were pretty good about when it snowed they plowed it. The current park management feels like it's a Village responsibility or somebody's responsibility other than theirs.

Dave Klimisch:

I'm guessing by the time the Village gets out there its days or a week that's gone by. So then we've got some accessibility issues by the residents.

Mike Pollocoff:

Right. I had a good education session on how you get this all done with them the other day. And so maybe we can rely on them to get going on it. But that's been the one problem on that park.

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John Steinbrink:

Do we have an ordinance setting how long it is they can allow snow to sit on their sidewalk?

Mike Pollocoff:

Two days or one day? One day. But in one day everything can freeze and then you're out there chipping at it.

Dave Klimisch:

And the fine that we charge does it escalate for each increasing violation?

Mike Pollocoff:

No, it's based on our cost.

Dave Klimisch:

So if they just decide to not do it at all winter it's the same cost every time, the same fee?

Mike Pollocoff:

At that point we could declare it a nuisance, then I could bring back a hearing to revoke their license and they couldn't operate as a mobile home park anymore. So that's really the ultimate death penalty is if they can't keep the place up then they have to sell the park or shut it down or something.

Steve Kumorkiewicz:

That used to be one of the best parks.

Mike Pollocoff:

That's one of the things I think we need in the ordinance, a change to correct that so we can operate a little more nimbly when people aren't doing this. And if they're chronics then be able to escalate it up.

Steve Kumorkiewicz:

Are we going to interview with the state laws?

Mike Pollocoff:

No, we never do that.

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Steve Kumorkiewicz:

Okay.

John Steinbrink:

Is the park liable if somebody slips on that sidewalk while they're transgressing it?

Mike Pollocoff:

Right. They are liable. That's their responsibility to maintain that. It doesn't matter whether it's a Village road or a state highway. If you have a sidewalk unless it's something that the Village or state agency has said we want to maintain this one for whatever reason, it's up to the property owner.

John Steinbrink:

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

KUMORKIEWICZ MOVED TO RENEW THE MOBILE HOME PARK LICENSES FOR CITY VIEW MOBILE HOME PARK, 4303 - 75TH STREET; WESTWOOD MOBILE HOME PARK, 7801 - 88TH AVENUE; TIMBER RIDGE MOBILE HOME PARK, 1817 - 104TH STREET AND SCOTTY'S MOBILE HOME PARK, 5310 75TH STREET; SECONDED BY SERPE; MOTION CARRIED 5-0.

H. Consider two-year appointments of Election Officials.

Mike Pollocoff:

Mr. President, we do this every two years and here it is again. And Jane has put together a list. And typically we wait for the political parties to make their request of who they want, and they haven't done that. The statutes set a date that they have to do that by so that the inspectors that are being appointed here are being appointed without party affiliation. So if anybody comes back and says either party they should have been allowed to do it they didn't make their time frame. So this is the list we have. Some of them did have party affiliation. That doesn't change because we didn't recognize it, but there are some other ones on there.

Michael Serpe:

We don't have to read the list, do we?

Mike Pollocoff:

No.

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Michael Serpe:

Okay, I'd move approval of the list as presented.

Steve Kumorkiewicz:

Second.

John Steinbrink:

Motion by Mike, second by Steve. Any discussion?

SERPE MOVED TO CONCUR WITH THE RECOMEMNDATION OF THE VILLAGE CLERK TO APPOINT ELECTION OFFICIALS FOR THE 2016-2017 ELECTION CYCLE AS PRESENTED; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 5-0.

I. Consider Resolution #15-37 accepting public improvements for the Village Green Heights Addition #1, Phase 4A development.

Mike Pollocoff:

Mr. President, we reviewed the improvements for Village Green Heights Addition #1, Phase 4A. They've completed their work. And as such this resolution accepts the improvements as presented to the Village. I'd recommend adoption.

Steve Kumorkiewicz:

So moved.

Kris Keckler:

Second.

John Steinbrink:

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

KUMORKIEWICZ MOVED TO ADOPT RESOLUTION #15-37 ACCEPTING PUBLIC IMPROVEMENTS FOR THE VILLAGE GREEN HEIGHTS ADDITION #1, PHASE 4A DEVELOPMENT; SECONDED BY KECKLER; MOTION CARRIED 5-0.

J. Consider two Letter of Credit Reductions for the Village Green Heights Addition No. 1 Development.

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Mike Pollocoff:

Mr. President, the first one is a letter of credit reduction in the amount of \$154,998.85. The second one is a letter of credit reduction in the amount of \$543,851.74. I'd recommend that I be authorized to execute these reductions.

Dave Klimisch:

So moved.

Michael Serpe:

Second.

John Steinbrink:

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

KLIMISCH MOVED TO AUTHORIZE THE VILLAGE ADMINISTRATOR TO EXECUTE REDUCTION AFFIDAVITS TO TWO SEPARATE LETTERS OF CREDIT FOR THE VILLAGE GREEN HEIGHTS ADDITION #1 DEVELOPMENT; SECONDED BY SERPE; MOTION CARRIED 5-0.

9. VILLAGE BOARD COMMENTS – None.

10. ADJOURNMENT

SERPE MOVED TO ADJOURN THE MEETING; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 5-0 AND MEETING ADJOURNED AT 7:40 P.M.