

**VILLAGE OF PLEASANT PRAIRIE  
PLEASANT PRAIRIE VILLAGE BOARD  
PLEASANT PRAIRIE WATER UTILITY  
PLEASANT PRAIRIE SEWER UTILITY  
9915 - 39th Avenue  
Pleasant Prairie, WI  
December 19, 2016  
6:00 p.m.**

A regular meeting of the Pleasant Prairie Village Board was held on Monday, December 19, 2016. 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; Matt Fineour, Village Engineer; John Steinbrink Jr., Public Works Director; Carol Willke, Human Resources Director; Sandro Perez, Inspection Superintendent and Jane M. Romanowski, Village Clerk. No citizens attended the meeting.

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. CONSIDER AND PRESENT RESOLUTION #16-47 OF APPRECIATION AND RECOGNITION TO RUTH STONER FOR HER YEARS OF SERVICE TO THE VILLAGE OF PLEASANT PRAIRIE.**

Mike Pollocoff:

Mr. President, we have this Resolution of Appreciation and recognition to Ruth Stoner as you said, and she's really one of my favorite employees. Just an excellent worker. And the resolution reads: Whereas, Ruth Stoner has been an outstanding employee of the Village of Pleasant Prairie for the past ten years, serving most recently as Executive Secretary for the Department of Public Works and as Park Commission Secretary; and whereas, through the course of her work, Ruth Stoner has significantly contributed to the efficient operation of all divisions within Public Works as it provides critical services to the residents of the Village of Pleasant Prairie;

And whereas, Ruth Stoner has always approached work in a collaborative manner and has been extremely responsive to the needs of Village residents, Park Commissioners, co-workers, and community partners; and whereas, Ruth Stoner played a pivotal role in coordinating The Moving Wall's visit to the Village of Pleasant Prairie during 2013 alongside many area veterans groups and community volunteers and has also coordinated the Village of Pleasant Prairie's annual Veterans Day Ceremony at the Veterans Memorial inside Prairie Springs Park since it's construction in 2007; and whereas, Ruth Stoner has been a volunteer member of InVEST (Involved Village Employees Serving Together) and has volunteered for numerous community events in the interest of helping those who live throughout Kenosha County.

Now, therefore be it resolved, by the Board of Trustees of the Village of Pleasant Prairie, that Ruth Stoner, upon the occasion of her retirement from the Village of Pleasant Prairie, be honored

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for her overall contributions to the high quality of life that residents enjoy throughout the Village and the whole of our community. For consideration this 19th day of December, 2016.

John Steinbrink:

Ruth, you want to come up? Or wait, we've got to make it legal. Never mind.

Steve Kumorkiewicz:

I'd like to make a motion to adopt Resolution 16-47.

Michael Serpe:

Second.

John Steinbrink:

Motion and a second. Further discussion? I just want to thank Ruth for all she's done especially with the Veterans' Day ceremonies, and that's what I was involved with with Ruth. She put together the words that made that a very special event. I'm not sure if people are going to be happier now because it's going to be a lot shorter now that Ruth isn't scripting it out for me. But if we have nice weather, we can always use more of Ruth's words. But she's done an excellent job, and everybody is going to miss her over there, and I know we're going to miss her there. So with that, a motion and a second.

**KUMORKIEWICZ MOVED TO ADOPT RESOLUTION #16-47 OF APPRECIATION AND RECOGNITION TO RUTH STONER FOR HER YEARS OF SERVICE TO THE VILLAGE OF PLEASANT PRAIRIE; SECONDED BY SERPE; MOTION CARRIED 5-0.**

John Steinbrink:

Ruth, come on up. Mike read the resolution. Thank you, Ruth.

Ruth Stoner:

Thank you so much. I just want to thank the Village for the opportunities and experiences that I've had over these years. I have simply tried to follow the example that you've set. And your dedication and your passion has been contagious. And I want to thank John Steinbrink, Jr. who brought me into public works. It's been a great ride. I have learned so much from you. And a lot of it at one time I probably wouldn't have cared to know, sewer backups, manhole covers, paving, retention basins. But no municipality that I'll be moving to will be able to even cast any shadow on the Village. And they probably won't like me moving there. But I've been very, very, very proud to work for the Village. And, again, you've become my family and close friends, and I'm going to miss you all. Thank you.

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John Steinbrink:

Thank you, Ruth. That was under 15 minutes.

**5. CONSIDER AND PRESENT RESOLUTION #16-48 OF APPRECIATION AND RECOGNITION TO SANTOS GONZALES OCACIO FOR HIS YEARS OF SERVICE TO THE VILLAGE OF PLEASANT PRAIRIE.**

Mike Pollocoff:

Mr. President, this is a Resolution of Appreciation and Recognition to go to Santos Gonzales Ocacio. Whereas, Santos has served the community as an outstanding employee of the Village of Pleasant Prairie for the past twenty years; and whereas, Santos began working as a Seasonal Parks Worker for the Village in April of 1996 hauling sand for Lake Andrea Beach, that beach never had sand before we put it there, and the surrounding Prairie Springs Park and was promoted to Full time Grounds Keeper, managing park staff, later that same year; and whereas, during 2002, Santos became a Truck Driver for the Village of Pleasant Prairie Department of Public Works, operating heavy equipment including front-end loaders, street sweepers, dump trucks, leaf collectors, and snow plows;

And whereas, Santos since November of 2004, has been a collection driver for the Solid Waste Utility and has become a familiar, friendly face to residents throughout the Village of Pleasant Prairie; and whereas, Santos is an incredibly hard working and dedicated employee who is a great leader and role model for his co-workers. Now, therefore be it resolved by the Board of Trustees of the Village of Pleasant Prairie, that Santos upon the occasion of his retirement from the Village of Pleasant Prairie, be honored for his overall contributions to the high quality of life that residents enjoy throughout the Village of Pleasant Prairie and the whole of our community.

I might say there's a lot of things I can say about Tito is that when he was -- really I can't think of any complaints I've got. But there was a time when we had private waste haulers collecting our solid waste and recycling. And every day we knew when they were done because the complaints started rolling in during the day over what they didn't do. And once the Village took it over that problem went away. And I never saw a complaint that anybody had a problem with what he did. In fact, we usually got the opposite where something had knocked down a container or he went by and he picked up everything when the wind got ahold of it. I mean it was nothing but the best work all the time, and the same thing for everything else he did. So a really hard worker, and he is a great role model. So I recommend that this resolution be adopted and considered tonight.

Michael Serpe:

Move adoption of Resolution 16-48.

Steve Kumorkiewicz:

Second.

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John Steinbrink:

Motion by Mike, second by Steve. Any discussion? Mike mentioned that we got complaints for what wasn't done. We also got complaints for what was done before we had Tito working there. So it made life a lot easier for me let me tell you. Because every day that was garbage day the phone rang off the hook. And these people were angry. We started and he started and no more complaints. It was just almost amazing. So you wonder what kind of job the other people were doing.

Michael Serpe:

When Tito was working here just part time we had a baseball league that we played in Prairie Springs Park. And I was on Tito's team. And I saw him hit a ball onto 165, and I said this guy has got to work for the Village because nobody's accomplished that feat yet, and Tito still holds the record. And he will be missed. There's no question about it. Always friendly, always happy go lucky. And like Mike said an outstanding worker. So two good employees leaving us tonight.

John Steinbrink:

Tito, why were you playing in a senior's league?

Michael Serpe:

I was younger then.

**SERPE MOVED TO ADOPT RESOLUTION #16-48 OF APPRECIATION AND RECOGNITION TO SANTOS GONZALES OCACIO FOR HIS YEARS OF SERVICE TO THE VILLAGE OF PLEASANT PRAIRIE; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 5-0.**

John Steinbrink:

Tito, come on up. Congratulations.

Santos Gonzales Ocacio:

Thank you.

John Steinbrink:

Thank you, and thank you for all your work. And much like Ruth the microphone is yours.

Santos Gonzales Ocacio:

I ditto Ruth. Thank you, guys, for everything. Thank you Board members for doing your work, doing your job. It's been an honor. I'm going to miss it, even John. It's been a ride back and

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forth, up and down. But it's time, it's time to go, right, you've got to go. But I'll be busy, I'll be around. I'll stop in and say hello. Thank you Board members for being the Board members that you guys are and standing up and doing the job that you're doing. Thank you.

John Steinbrink:

Thank you. And if you ever watch Tito work the controls in that truck you'll never play him in a video game that's for sure. Thank both of you.

**6. MINUTES OF MEETING - NOVEMBER 21, 2016**

John Steinbrink:

Presented to Board members in written form.

Steve Kumorkiewicz:

Make a motion to adopt.

Dave Klimisch:

Second.

John Steinbrink:

Motion by Steve, second by Dave. Any discussion on the minutes?

**KUMORKIEWICZ MOVED TO APPROVE THE MINUTES OF THE NOVEMBER 21, 2016 VILLAGE BOARD MEETING AS PRESENTED IN THEIR WRITTEN FORM; SECONDED BY KLIMISCH; MOTION CARRIED 5-0.**

**7. CITIZEN COMMENTS**

John Steinbrink:

Anyone wishing to speak under citizens' comments? Hearing none I'll close citizens' comments.

**8. ADMINISTRATOR'S REPORT – None.**

**9. NEW BUSINESS**

**A. Receive Plan Commission recommendation and consider a Conceptual Plan to redevelop the condominium area known as Arbor Ridge generally located west of 94th Avenue and 97th Court, between Prairie Ridge Boulevard and CTH C (Wilmot Road) for a single family lot subdivision that will include about 46 single family lots.**

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Jean Werbie-Harris:

Mr. President and members of the Board, the petitioner is requesting a conceptual plan approval for the redevelopment of the Arbor Ridge development. This is generally located on the south side of Prairie Ridge Boulevard between 94th Avenue and basically the single family development of the Prairie Ridge area. It's further identified as Tax Parcel Numbers 91-4-122-082-0490 and 91-4-122-082-0501 through 91-4-122-084-0530.

This area was platted as private roadways and as a condominium development. The private roadways were constructed with a gravel base only. All of the underground utilities. The public sewer, water and storm sewer improvements were all installed back in 2006. Due to the recession in the late 2000s this area did not develop as planned. The petitioner is proposing now to vacate that condominium plat and then replat it with private roadways still but with single family lots. They'd like to keep as much of the existing infrastructure that they can with respect to this development.

Mass grading and several of the public improvements were installed. However, there will need to be some modifications to that infrastructure. At that time it was identified for a multifamily type development, and now it's being proposed as a single family development. The zoning would also need to be modified from a multifamily designation PUD to a single family with a PUD designation. They are requesting that approximately 46 single family lots be developed as part of this part of the project.

At the last Village Board meeting there was a neighborhood plan approval and a comprehensive plan amendment. And this involved modifying this area from, again, that multifamily designation to a single family area. Again, this is approximately 26.7 acres of land which was to be 98 condominium units but is now proposed for about 46 single family units. The neighborhood plan was amended through Ordinance 16-43. In addition, the reduction of density within this entire neighborhood also would be achieved because we are going from, again, the condominium or multifamily down to a single family development.

So the petitioner this evening is requesting the conceptual plan approval for 46 single family lots. The lots would range in size from 10,023 square feet to 24,604 square feet per lot. The average would be just under 15,000 at about 14,576 square feet. The petitioner is intending to maintain and keep the private roadways, 98th Circle on the north end and Ridgeway Court on the south end. There was a connection from Ridgeway Court to 94th Avenue. That one small lot depth connection would be eliminated through this proposal.

The developer would be required to execute a development agreement and provide financial security and go through the subdivision platting procedure of the Village. In addition, the staff and the Plan Commission are recommending that a MOU or a memorandum of understanding agreement and indemnification agreement be created as that all of these roadways would be private, so they would need to be maintained by the individual property owners. And so it would be very important from the Village's standpoint that each of these property owners understand and know if it moves forward as proposed that they would be responsible for maintaining as well as snow plowing and replacing and repairing any of the improvements in that private road area.

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The staff has gone through this project several times with the developer, but we're still at a conceptual plan stage. There are a number of comments and conditions as set forth in the staff memorandum. And, again, further discussion would be warranted as we move forward towards the platting of this development. They have done some initial conceptual engineering. Their next step would actually be to move to that preliminary engineering and put together more of the details. As you know there's quite of a transition of grade from the east going to the west. And so the staff is very concerned about there being similar house styles and so on and so forth to deal with that tremendous grade change. All walk out basements, if there's going to be retaining walls then everybody has one. If not, no retaining walls. There's going to have to be a lot of consistency with respect to this single family development so that it does provide a good transition, again, from the multifamily, senior housing family units to the east to the single family to the west.

They are also going to be proposing a number of PUD modifications that the staff is going to be supporting. And this deals with setbacks to 97th Court and 94th Avenue as noted in the staff memo; 25 foot setbacks to internal private roadways, 10 foot setbacks to side lot lines, 25 foot setbacks to rear property lines, and corner lots having three street setbacks. It's also going to be very important that due to the number of easements that are on this property, whether they're storm sewer easements, sanitary easements or water easements, that absolute easement area is to be identified that there will be no encroachments from windows, sheds, decks, fireplaces, anything like that into those particular easement areas. And we'll be working through that with our engineering department.

There are a number of outlots on this property. One, Outlot 1, and this really has to do with common open space as well as storm water management. There's a secondary outlot on the south end, southwest corner, again, for storm water management. And then there's also an area that's inside the cul-de-sac area as well. The staff did just receive information from the Wisconsin DNR that that northern area that is just kind of south of 98th Circle that there is a wetland pond at that location. That area did receive an artificial wetland designation, and so they will be allowed to fill in that area for future development.

There will need to be a variance that goes before the Village Board. There are a couple of lots that don't meet the minimum lot depth of 125. So that will need to be addressed by the Village Board. And, again, this was a matter before the Village Plan Commission and now before the Village Board. We did see a rough draft of the declaration of restrictions and covenants for this development. And the staff with out attorney are recommending some pretty strict covenants in order to provide that consistency and that quality of the development here.

This isn't a flat farm field, and each of the lots will really have to address the grading challenges and the topographic challenges on the particular property. And so the staff is recommending that there be no outbuildings and no dog runs and no filling and no retaining wall. So we're recommending a number of things so that each of these lots can develop appropriately without there being any undue concerns or problems or drainage issues for adjacent property owners in this development as well as property to the west in Prairie Ridge.

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The staff and the Plan Commission recommend approval of the conceptual plan for this particular project as presented, again, subject to all the comments and conditions as outlined in the staff memorandum.

Michael Serpe:

Jean, did you have a pretty successful meeting with the developer since the Plan Commission?

Jean Werbie-Harris:

We have. And he actually has sent a couple of additional emails to us and wants us to think about some other things with respect to this project as well. So since we're still at that conceptual plan level we do need to visit with the administration as well as engineering to talk about the public improvements and how the lots will be developed out there. I mean one of the biggest concerns when you have a project like this that is so interdependent on one lot being developed correctly so that the next lot, the next lot, how many builders that would be allowed out here and how they would transition. Where the model homes would go. I know one of the questions would be would the Village be willing to snow plow these roads? I mean there's a lot of policy issues. I think that we really need to work through with them, and we would bring all those things back before the Village Plan Commission.

Michael Serpe:

There were a number of things raised at the Plan Commission meeting, but this is a conceptual plan, and it will probably change its character before it comes to final. So because of that I'd move approval of the conceptual plan.

Steve Kumorkiewicz:

Second.

John Steinbrink:

Motion by Mike, second by Steve. Further discussion?

Dave Klimisch:

A couple questions. You said the average rate is a six to one grade? Yes. And there's other spots that are more steep than that?

Jean Werbie-Harris:

There are some very significant steep grades along the west side of Ridgeway Court and 98th Circle, that's correct. There are some very steep. There's a couple of them that are almost 20 feet from the front of the lot to the back. So, again, the homes that get built it's not going to be a flat backyard. You're going to be looking at walkout basements, and you're not going to be able



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to fill it in to make a flat backyard for the kids' play set or anything like that. So this will be not a challenge, but it will be a very diligently developed development.

Dave Klimisch:

With that pitch in the backyard up there on 98th Circle, does it go right down to the water? I'm thinking of a toddler that loses their footing and they roll into the pond. Or does it flatten out? Or are there other ideas being thought up to keep the safety?

Jean Werbie-Harris:

There's a safety shelf. I'll let Matt continue that conversation.

Matt Fineour:

The pond itself has a safety shelf. But the lots, the way those back lots are being proposed to be graded, they are lookout basements. But after the lookout basement there's still a slope from the house foundation all the way down to the pond. So there is not flat backyard in a lot of those lots that are adjacent to that pond.

Dave Klimisch:

So if a kid lost their footing they would end up in the water, with the safety shelf in the water?

Matt Fineour:

If they were going to roll down the entire hill. These slopes that are back there are probably four to one so they're immobile. But if somebody is going to go tumbling down that far they could reach the pond area.

Dave Klimisch:

And that pond do we know the depth of it? Is it gradual or is it --

Matt Fineour:

Usually around the edge of the pond there's what they call a safety shelf which is kind of a -- it's about 10 feet wide, and it usually goes from zero depth to about a foot depth at the edge. So if somebody goes into the pond they can get out through that safety shelf or stand on that safety shelf around the pond.

Dave Klimisch:

How deep is the pond in the middle?

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Matt Fineour:

I don't have the plan for it, but I'm going to guess it's about five feet. It's a standard of pond depth.

Dave Klimisch:

Okay.

John Steinbrink:

Jean, I might have missed it. Are they allowed fences at the back of those properties?

Jean Werbie-Harris:

No. I mean we're not recommending fences or a retaining wall. And, again, I'm just trying to visualize how that will look to the adjacent property owners, a six foot five, four foot high. I mean it's just not going to work. I think that there needs to be some very serious discussion when they're marketing these lots that a family with young children may not want to consider these lots that are adjacent to the pond. Initially this was intended to be more of a condominium development, double income, no kids type situation with older lifestyle folks that you wouldn't be worrying about those types of things. Because we need to have some type of consistency out here, and so that's one of their challenges to work through that.

Michael Serpe:

Matt, looking at this thing as much as you have, it's not going to be an easy project?

Matt Fineour:

It has its challenges. The slope along that whole entire west side is a challenge for them. Some of the other stuff it is known challenges. The existing that are out there might not match the lot layout, and they'll have to abandon some laterals and relay other laterals. I'd say really their most significant challenge is the grading along that pond. Some of those lots are going to take a certain kind of buyer that knows what they're buying versus building a lot and thinking that they're going to get a flat backyard.

Dave Klimisch:

The roads are private roads. So if there are encroachment issues as time goes by, if people try filling the backyard or putting a retaining wall is that a Village enforcement or an association enforcement?

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Jean Werbie-Harris:

Both because they wouldn't be issued an erosion control permit in order to manipulate those grades or to fill in those backyards. And the association will need to monitor that as well.

Dave Klimisch:

So ten years from now if we look and there's some lot that's encroached somewhere, we would have enforcement authority as well?

Jean Werbie-Harris:

Correct.

John Steinbrink:

We have a motion and a second. Any further discussion?

**SERPE MOVED TO CONCUR WITH THE PLAN COMMISSION RECOMMENDATION AND APPROVE A CONCEPTUAL PLAN TO REDEVELOP THE CONDOMINIUM AREA KNOWN AS ARBOR RIDGE GENERALLY LOCATED WEST OF 94TH AVENUE AND 97TH COURT, BETWEEN PRAIRIE RIDGE BOULEVARD AND CTH C (WILMOT ROAD) FOR A SINGLE FAMILY LOT SUBDIVISION THAT WILL INCLUDE ABOUT 46 SINGLE FAMILY LOTS, SUBJECT TO THE CONDITIONS SET FORTH BY STAFF; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 5-0.**

**B. Receive Plan Commission recommendation and consider a Certified Survey Map for the property generally located at the northeast corner of 88th Avenue and 116th Street in LakeView Corporate Park.**

Jean Werbie-Harris:

Mr. President and members of the Board, this is the request of Matt Carey of Pinnacle Engineering Group on behalf of CenterPoint WisPark, LLC. They're requesting a certified survey map for the property that's generally located on the east side of 80th Avenue north of Highway ML.

On March 14, 2016, the Village Plan Commission had conditionally approved the site and operational plans for the construction of a 417,384 square foot speculative industrial building and related site improvements on the property. On August 22nd the Plan Commission had approved a time extension for them until September 14th of 2017 to satisfy all of the conditions of approval and obtain the permits to commence construction.

The one primary issue that they had run into was the fact that there were some wetlands that had crept down through north central part of the property that kind of encumbered an area where they were going to have loading docks and driveways through the property. They have since obtained

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a partial wetland fill from the Wisconsin DNR. And so they'd like to continue completing some of the conditions of approval such as the certified survey map. Again, they're not creating a new lot, but they are creating easements, restrictive covenant language and other such language on the certified survey map.

This is a map that came before our Village Plan Commission at their last meeting. And the Plan Commission and the staff recommend approval of the CSM subject to the comments and conditions and all the language that was drafted for the dedication and easement language as well as restrictive covenant language on the CSM. They do intend to break ground in the spring of 2017 on this project.

Dave Klimisch:

I move approval of Item B.

Michael Serpe:

Second.

John Steinbrink:

Just a correction on that, Jean. I don't think that's 88th Avenue. I think that's 80th.

Jean Werbie-Harris:

You're correct, it's 80th Avenue. Did I say --

John Steinbrink:

It's on the thing, too.

Dave Klimisch:

Yes, it's 80th.

Jean Werbie-Harris:

It should be 80th Avenue, that's correct.

John Steinbrink:

Motion by Dave, second by Mike. Further discussion?

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**KLIMISCH MOVED TO CONCUR WITH THE PLAN COMMISSION RECOMMENDATION AND APPROVE A CERTIFIED SURVEY MAP FOR THE PROPERTY GENERALLY LOCATED AT THE NORTHEAST CORNER OF 88TH AVENUE AND 116TH STREET IN LAKEVIEW CORPORATE PARK, SUBJECT TO THE CONDITIONS SET FORTH BY STAFF; SECONDED BY SERPE; MOTION CARRIED 5-0.**

John Steinbrink:

That brings us to Item C which I'm going to hand over to Trustee Serpe. This is the property that my family once had an interest in.

Michael Serpe:

Thank you, John. President Steinbrink will not be taking part in the deliberations, nor will he be voting on this item.

**C. Receive Plan Commission recommendation and consider a Development Agreement and associated documents for the proposed development of 3-49 unit apartment buildings, 10-8 unit apartment buildings generally located west and north of Bain Station Road and CTH H (88th Avenue) known as Fountain Ridge.**

Jean Werbie-Harris:

Trustee Serpe and members of the Board, the petitioner is requesting the Village's approval of a development agreement and associated documents for the Fountain Ridge development. Again, this project is located north of Bain Station Road and west of 88th Avenue in the Village of Pleasant Prairie. The project has been before the Plan Commission and the Board this past year.

On June 20, 2016 the Board had approved the following applications related to this development which includes a comprehensive plan amendment in order to amend the Prairie Ridge Neighborhood Plan, as well as amendments to the land use plan. A conceptual plan was approved for this development, and this was to include five lots for the development of three 49-unit buildings, ten 8-unit condo style apartment buildings, as well as 19 single family lots on the west side of the site all on 34.5 acres of property.

On September 19th the Board had approved the following applications related to this development which includes two certified survey maps, a grading and drainage development agreement and associated documents, zoning text and zoning map amendments, as well as a DSIS agreement including the DSIS access easement. The certified survey map there were two of them. And they included three lots on the east side and three lots on the west side. Within this particular development there are public roads to be constructed. 83rd Street is the east-west road, 90th Avenue is the north-south road. And then on the west side then there's additional public roads that will be developed at such time that the single family development moves forward.

The conceptual plan, again, was approved by the Village Board on June 20, 2016. And the maps and some of the illustrations identify what the buildings including the clubhouse on the north side

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are proposed to look like. Again, there were two certified survey maps. Additional right of way was dedicated for both the 88th Avenue area future expansion as well as Bain Station Road. And all the other streets, 83rd Street and 90th Avenue, were dedicated to the Village for public roads as well as public infrastructure.

The developer began this project right after September 19th and has already begun some of the footings and foundations for five of the first buildings. And a preconstruction meeting has also been held to discuss all of the public improvements and the timing of the project. Letters of credit for not only the required public improvements, but the transportation improvements in Bain Station Road have also been provided to the Village. And affidavits of commitment and other documents have all been prepared and signed by the developer for this particular project.

They would like to move quickly on this project if the weather, again, cooperates. Because they would like to be completing their public improvements by mid summer, May, June, July, as well as start additional footing and foundation buildings. They would like to have all of the buildings completed, again, the ten 8-unit and the three 49-unit buildings by mid 2018.

The project also had a traffic impact analysis prepared that addressed the traffic to and from this particular development. As you know, Kenosha County is working with the Village to reconstruct the nearby intersection of Bain Station Road and 88th Avenue. There will be a roundabout constructed there next year. Construction to begin somewhere around May through September. And in addition the developer will be required to put taper lanes and bypass lanes in 88th Avenue, and then the taper lanes in Bain Station Road to address the nearby transportation and traffic impact from this development.

With that, if there are any questions that you have all of the documents are in order. The letters of credit and cash payments have been provided to the Village. And the development agreement and all of the documents are in order and have been reviewed and signed by the developer.

Kris Keckler:

I had one question. On the west side designated street A public where it impacts and goes and kind of bisects the existing homes right there, was that always designated as a potential pass through street?

Jean Werbie-Harris:

There is no pass through street. What that is is an easement for sanitary sewer -- sanitary sewer easement that is running through that 84th Place from Ashbury over to 90th and 83rd. So it's not a public street, it's not a sidewalk, that's just an easement for infrastructure.

Kris Keckler:

So the one listed as street A though?

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Jean Werbie-Harris:

I'm sorry?

Kris Keckler:

If you'll go to the other picture, that one right there, that guy on the left over there.

Jean Werbie-Harris:

Okay, so where it says street A public?

Kris Keckler:

Yeah.

Jean Werbie-Harris:

That will come from Ashbury Creek to the east, and that's a single family development, and it will come into this single family area only for this development. So those 19 lots will access through and onto 94th Avenue. 94th is a collector street in the Village.

Kris Keckler:

Okay, but it shouldn't be a surprise to those existing homes?

Jean Werbie-Harris:

No, no. We've had several public hearings, and they actually had a meeting with the association and the residents to discuss all that.

Kris Keckler:

Is it just going to be stop signs?

Jean Werbie-Harris:

Stop sign.

Kris Keckler:

All right, thank you.

Michael Serpe:

Steve, you have a question?

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Steve Kumorkiewicz:

I have a question here. When you've got a proposed roadway, the road comes from 98th Avenue and goes south to Bain Station. Then you've got in the [inaudible] future road going to 84th Place. But in the next slide you don't see that. It should be [inaudible] over there or not? I just see the [inaudible] 14 and 15. That should be connected here. But according to the [inaudible] amendment it doesn't go that way.

Jean Werbie-Harris:

So 83rd Street is the east-west road, and 90th Avenue is the north-south road, all to be constructed as public road in the multifamily development area. The only other public road does not connect into the multifamily, and that will be dedicated when Lot 1 of CSM 2817 is constructed. There's no interconnection between the new single family in Fountain Ridge and the multifamily, and there's no connection between Ashbury into the multifamily. Is that your question, Steve?

Steve Kumorkiewicz:

[Inaudible]

Mike Pollocoff:

Steve, the conceptual plan will show what eventually will take place and occur. The certified survey map that you're approving tonight is what at this time is going to be approved. So the developer has chosen not to proceed with the single family portion yet. So our ordinance will not allow us to put in that road now without that being secured with a development agreement for how that's going to be paid for. So until on Lot 1 the developer chooses to make that connection from that single family part of the development that's going to go in through the Fountain Ridge multifamily that road won't show up.

Jean Werbie-Harris:

There is no connection to the multifamily.

Steve Kumorkiewicz:

[Inaudible]

Mike Pollocoff:

No, the road connects from --



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Jean Werbie-Harris:

Single family to single family. It doesn't exist because it wasn't dedicated on their CSMs yet.

Mike Pollocoff:

There's sewer and water going from the multifamily into the single family.

Steve Kumorkiewicz:

[Inaudible]

Michael Serpe:

Any other comments or questions? I'll look for a motion.

Kris Keckler:

So moved as presented.

Steve Kumorkiewicz:

Second.

**KECKLER MOVED TO CONCUR WITH THE PLAN COMMISSION RECOMMENDATION AND APPROVE A DEVELOPMENT AGREEMENT AND ASSOCIATED DOCUMENTS FOR THE PROPOSED DEVELOPMENT OF 3-49 UNIT APARTMENT BUILDINGS, 10-8 UNIT APARTMENT BUILDINGS GENERALLY LOCATED WEST AND NORTH OF BAIN STATION ROAD AND CTH H (88TH AVENUE) KNOWN AS FOUNTAIN RIDGE; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 4-0 WITH STEINBRINK RECUSING HIMSELF FROM DISCUSSING OR VOTING ON THIS ITEM AS REQUESTED.**

**D. Consider approval of the Memorandum of Understanding between the Village of Pleasant Prairie and Kenosha Area Business Alliance (KABA) regarding the development of a county-wide talent attraction and retention initiative.**

Jean Werbie-Harris:

Mr. President and members of the Board, this is a memorandum of understanding between the Kenosha Area Business Alliance and the Village of Pleasant Prairie. KABA has agreed to take the administrative lead on a special economic development project to partner with Kenosha County, municipal and private partners to develop a countywide brand identity and creation of a countywide one stop shop website. The website will create a resource for individuals seeking to discovery information about the Kenosha area such as the quality of life including cultural and recreational amenities, education, neighborhoods, healthcare, cost of living.

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The projected outcome will be a useful resource to seek out and retain talented professionals coming into our community as well as a resource for our existing residents. The site will be rich in imagery and portray the many assets and strengths of Kenosha County and high energy in a very visually appealing way. The total cost of developing the website is about \$80,000 with the largest proportions of the cost being expended by Kenosha County and KABA. Twenty five percent of the construction cost branding will be the responsibility of Kenosha County and KABA. The maintenance, ongoing costs to sustain and update the site will be the responsibility of KABA. KABA reserves the right to offer controlled and planned advertising to offset some of these maintenance costs.

In order for this special project to be successful partnerships with municipalities is key to its launch and execution. KABA will work with the Village to gather information about our community including our unique assets, features and services that will exemplify living, working and recreating in our community. On behalf of the Village of Pleasant Prairie, and this was a commitment and budgeted item in your 2017 budget, to participate and contribute \$5,000 to this project payable in 2017, to appoint a Village designee to work with KABA during the course of the project to collect and develop information and media assets to the community, and to have a completion date of December 31, 2017.

KABA agrees to commence the development of this initiative starting on January 1, 2017. And then KABA will be invoicing the community based on the proportions that we had agreed to sometime after the first of the year. Chris Christenson and myself have been sitting on these various committees with Kenosha County and the other municipalities as well as KABA. And, again, this is the one that focuses in on countywide talent attraction and our retention activities and different events that we hope to have. Staff recommends approval as presented.

Michael Serpe:

So moved.

Steve Kumorkiewicz:

Second.

John Steinbrink:

Motion by Mike, second by Steve. Further discussion?

Kris Keckler:

I have one question. With any website development the tradeoff is ever increasing amount of content versus ease of use by the end user and whatever their familiarity with website interactions might be. Has there been any discussion as to how much content you may be looking to add and what you're looking to feature? Or is it just going to start out with basic amenities or events? Do they give you any type of limitation?

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Chris Christenson:

So when they did discuss initially the whole project they brought in -- actually we watched a webinar. And it was about talent attraction and retention across the country, actually throughout North America. And we looked at some of the websites that are similar to this in other communities. And we did not directly address the volume of content. But there is a general look that they're going for an a general organizational structure that they're going for where they're trying to visually I think use visual, whether it's videos or photographs, visual guides as the base for describing the quality of life in a certain community and describing what it might be like to work for employers in the community. So, no, they didn't discuss the volume of content. But they do have an idea as for what their end product what they want that to look like.

Kris Keckler:

All right. I fully support it, I just think they need to be cautious of that, that there's a lot of things to promote not only for Pleasant Prairie but also for the surrounding area that they're going to feature. And as you add more and more things it adds more and more time and effort for people to sift through, and that's always kind of a trade off. I didn't know if you were going through some decision matrix as far as just including seasonal items at first or have a limitation on the content, but just something to be aware of. Thank you, though.

Chris Christenson:

Thank you.

Jean Werbie-Harris:

And my understanding also is that there's intended to be links to the local community websites. So it's not intended to replicate everything that's on Pleasant Prairie's website on this website, but to have comparable links to each of the communities if you want more information.

Kris Keckler:

But that lies in one of the foundational aspects of website usability and people looking for instantaneous reactions and clicks. And so if people have a familiarity with the graphical interface based on the KABA developed site but then click to an external link outside of it, and even if the menu is different they sometimes get frustrated or dissatisfied and leave that environment. So that might be something to consider that we have to then revise portions of ours to match some of whether its color pallets or menu options or any of the design layouts as it goes. So I fully expect them to take care of it because they're the ones, but it also helps us to maintain our own updated standards and contents. Thank you.

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Jean Werbie-Harris:

And I think that's a good point because we do want to make sure we have our unique identity in Pleasant Prairie. Our intent is not to get kind of swallowed up in somebody else's identity, but be unique in our own way in Pleasant Prairie with our new website as well.

Kris Keckler:

And content load such as videos would come into play when you're looking at home bandwidth capabilities and internet connectivity in that dissuading the customer if it takes forever to load as well. But I'm sure you guys are getting all that with the full \$8,000. So, thank you.

John Steinbrink:

Chris, do you just want to identify yourself for the record. We know who you are, but the poor lady transcribing won't.

Chris Christenson:

Sure. Chris Christenson, 9915 39th Avenue, Pleasant Prairie.

John Steinbrink:

Thank you. Any other questions for Chris while she's up?

Steve Kumorkiewicz:

I have a question for Mike. I see here it's \$5,000 [inaudible].

Jean Werbie-Harris:

That was a retail strategy.

Steve Kumorkiewicz:

I'm sorry, right.

Kris Keckler:

But both of these line items were in the approved budget just so everybody is aware.

John Steinbrink:

Thank you, Chris. Further comment or question?

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**SERPE MOVED TO APPROVE A MEMORANDUM OF UNDERSTANDING BETWEEN THE VILLAGE OF PLEASANT PRAIRIE AND KENOSHA AREA BUSINESS ALLIANCE (KABA) REGARDING THE DEVELOPMENT OF A COUNTY-WIDE TALENT ATTRACTION AND RETENTION INITIATIVE; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 5-0.**

**E. Consider an award of contract for a Traffic Signal at the STH 165/I-94 Southbound off-ramp.**

Matt Fineour:

Mr. President and members of the Board, this is an award of a construction contract for the traffic signal at 165 and I-94 southbound off ramp. If you recall, in 2010 a traffic study was done or completed as part of the overall development of that area. And one of the things it identified was the traffic signal at that off ramp when warranted. That traffic signal was the responsibility of the Village, and late or probably earlier this summer it was identified that those warrants are now met for a traffic signal to be installed.

So we went ahead and designed it. The design is done, it's been permitted. And this project has been placed out to bid. In accordance with the published official notice of bidders, sealed bids for the project were received. And on December 7, 2016 they were opened and read publically aloud. A total of two bids were received for the project. The low based bid was submitted by Pro Electric of Franksville, Wisconsin in the amount of \$156,359.59. The second bid was submitted by Outdoor Lighting from Milwaukee, Wisconsin in the amount of \$168,444.58. For your information the engineer's estimate for the project was \$162,638. So Pro Electric was the low bid. They were slightly lower than the engineer's estimate for the project.

Along with this construction contract the Village also has an agreement with the DOT for an additional \$97,000 that's separate from this contract for the furnishing of the equipment that the contractor will be installing and electrical inspections from the DOT as well. It's recommended that the Village Board award this contract to Pro Electric in the amount of \$156,359.59. If you have any questions I'd be happy to answer them.

Steve Kumorkiewicz:

Move to approve.

Dave Klimisch:

Second.

John Steinbrink:

Motion by Steve, second by Dave. Further discussion?

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Dave Klimisch:

What was the time line, Matt, on install?

Matt Fineour:

We have a contract for them to have it installed by June 8th. The project has to be done this summer to be funded by the TID.

John Steinbrink:

Further discussion?

**KUMORKIEWICZ MOVED TO AWARD A CONTRACT FOR THE INSTALLATION OF A TRAFFIC SIGNAL AT THE STH 165/I-94 SOUTHBOUND OFF-RAMP TO PRO ELECTRIC IN THE AMOUNT OF \$156,359.59; SECONDED BY KLIMISCH; MOTION CARRIED 5-0.**

**F. Consider Resolution #16-46 to accept Addendum No. 1 to the Current Design Standards and Construction Specifications (2016) Edition and Incorporation of Amendments into the 2017 Edition.**

Matt Fineour:

Mr. President and members of the Board, this is Addendum Number 1 of Chapter 405 of the Village Ordinance, the design standards and construction specifications of the Village. Along with this addendum the resolution also adopts this as the new 2017 edition for next year.

All these addendums are relatively minor, but I want to go through them a little bit. In Section 2.2 of the design standards for storm sewers and stormwater management we included requirements for concrete pipe or concrete pipe specification or design specifications for that. As well as inserted a section on bridges and culverts. The bridges and culvert section is actually a section that was from the zoning ordinance, and we're taking that and transferring it to the engineering ordinance since it is a design specification for bridges and culverts.

Section 2.4, roadways, a couple of the design standards were added. One was the addition of roadway cross-sections to the plans. That is a standard item that is included in the plans that just did not make the first round of design standards there. And we also added a subsection on timing of improvements which basically tells the developer or whoever is building the road that it has to be built within one construction season. It gives them a deadline for asphalt paving for the roadways.

The grading and erosion control plan, Section 2.5, we just added a section just to include any kind of retaining walls in the plans. Again, this is kind of a standard item that it should be showing anyway. This was not included in the original ordinance.

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For Section 2.7, residential lot plan, survey and grading certification we put in some additional language to clarify the submittal of a foundation survey, that this foundation survey should be done prior to backfilling the foundation. So there's a little bit of language just to make a clarification there.

Section 3.2, subdivision construction, there's some minor modifications to the site grading regarding lot grades. Just really minor verbiage change in there. That section was just whether they maintain lots three to five inches low in rough grading. We basically just had some verbiage saying all areas versus some specified areas.

Section 4, record drawings and public improvements, we just included in there submittal format that their pdfs should be unprotected. All that does is it allows us to take those pdfs and make any kind of notes or drawings that we want to on our own. If they're protected we really don't have those rights. So we just made that so they're unprotected. Same with the record drawings of public improvements and private residential improvements. Again, just a modification for them to submit pdfs that are unprotected.

Construction specifications we changed one section in the watermain. And all these sections really pertain to that change. That's just we changed the hydrant lead material from ductile iron to PVC. That makes basically all new water mains and hydrant leads now PVC versus ductile iron. We found that the soils here are corrosive, and we wanted that change so hydrant leads don't deteriorate due to bad soils.

And also then in the standard of details we've made several revisions to the standard details. A lot of the -- all these changes are very minor. The standard beehive catch basin, again, we just updated the model series and dimension changes on the detail. A lot of the water hydrant assembly details were changed basically because of that material change from ductile iron to PVC so that affected a lot of the hydrant details just for the material change. Buttresses we just added a section in there for a higher pressure rating for those concrete buttresses as well.

And then we updated the pumper pad detail, and that's just to make it more current to the latest standards for the fire department. And, lastly, for the private road minor residential street sections we added sidewalks and increased the typical easement. Basically it mimics the public road standards now. With that being said the sidewalks in a private residential development are subject to negotiations during the whole development process in what they want to do. But this at least brings it forth that the sidewalks are up front and they can negotiate out depending on the type of development they have.

And on the cul-de-sacs we added the island into the private cul-de-sac to make it kind of very similar geometrically to a public cul-de-sac. Those were the changes. I recommend approval of the resolution and adoption of this 2017 specifications.

Dave Klimisch:

How did these changes come about? Is this the book that you've been reading and editing?

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Matt Fineour:

Yes. The construction standards and design standards we adopted in May, the 2016 edition. And because it's a hefty manual with a lot of technical specifications in there, from time to time we've come up with addendums for various things, minor changes that may occur. We'll find that construction specifications they change pretty much yearly. I mean minor things might change. Certainly like model serial numbers are going to change over the course of time.

So these things what an addendum would do if this were an addendum I probably would have brought this up two months prior now. We would just have the 2016 edition plus addendum 1 which would change whatever was adopted in that original 2016 edition. And then subsequently every year those addendums were, again, incorporated and make the new 2017 or next year the 2018 edition. So the beginning of every year there should be a clean copy of the manual. So in this case I'm bringing it forth at the end of December and we would just include it in the 2017 edition. That's how that's meant to work. Just so it's renewed every year and it's clean.

Michael Serpe:

I'm sure glad you're here, Matt, because I ain't got a clue what you talked about.

Steve Kumorkiewicz:

I make a motion to adopt Resolution 16-46.

Dave Klimisch:

I'll second it.

John Steinbrink:

Motion by Steve, second by Dave. Further discussion?

**KUMORKIEWICZ MOVED TO ADOPT RESOLUTION #16-46 TO ACCEPT ADDENDUM NO. 1 TO THE CURRENT DESIGN STANDARDS AND CONSTRUCTION SPECIFICATIONS (2016) EDITION AND INCORPORATION OF AMENDMENTS INTO THE 2017 EDITION; SECONDED BY KLIMISCH; MOTION CARRIED 5-0.**

**G. Consider Ordinance 16-45 to amend Chapter 405 of the Municipal Code relating to Design Standards and Construction Specifications.**

Matt Fineour:

Mr. President and members of the Board, this is an amendment to the Ordinance Chapter 405, and it really pertains to the appeals section of the ordinance. The original ordinance that is adopted had the appeals going to the Zoning Board of Appeals, this is the amendment that takes any kind of appeals back to the Village Board after they've gone through Village staff. And if



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they can't work it out through the engineering department as the final say we bring it forth to the Village Board for those appeal processes.

Michael Serpe:

I can pretty much figure that one out. Move approval.

Kris Keckler:

Second.

John Steinbrink:

Motion by Mike, second by Kris. Further discussion?

Kris Keckler:

Just one quick question. Has there been an increase or a noticeable load of appeals, or is this just for clarification?

Matt Fineour:

This is just for clarification. There hasn't been any appeals to date.

Kris Keckler:

Okay, thank you.

John Steinbrink:

No further discussion?

**SERPE MOVED TO ADOPT ORDINANCE 16-45 TO AMEND CHAPTER 405 OF THE MUNICIPAL CODE RELATING TO DESIGN STANDARDS AND CONSTRUCTION SPECIFICATIONS; SECONDED BY KECKLER; MOTION CARRIED 5-0.**

**H. Consider Ordinance #16-46 to amend Chapter 242 of the Municipal Code relating to RecPlex fees.**

Tom Shircel:

Thank you, Mr. President and Village Trustees. Before you tonight is Ordinance 16-46 related to the RecPlex fees. Every year the staff at the RecPlex reviews the fees. And before you are fee increases proposed basically to cover the increasing expenses to cover these programs. The first two before you tonight are user charges. So the first one is for day passes, and it's for the

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category of youth and disabled adult day passes. The proposal is to go from a \$7 daily charge to an \$8 daily charge.

The second user fee comes under the category of our user group partners category. And the fee increase proposed there is for the youth membership with facility usage. This increase is basically for athletes who participate in in-house sports programs there. It gives them the opportunity to join the RecPlex at a reduced rate without their parents joining. So these are for young men and women 14 to 18 years old, and the proposed increase is to go from \$240 to \$250 for that increase.

The rest of the increases that you see before you tonight are program rates. And I did a whole series of them on spreadsheets that should be in your packets. I'm not going to go through each one of these individually. Essentially as one would expect the fees are going up depending on if it's a session or a weekly or a daily or a yearly fee, and they cover divisions going from ice to therapeutic rec to youth to facilities outdoor, equipment outdoor and facilities indoor and also our rentals for birthday parties.

So as you can see in the yellow, Jean, if you could bring those up in a later slide, I'm not sure if they're up there. Keep going. Nothing else, okay. So in your packets you should have a series of spreadsheets with yellow highlights. All those are fees supposed to be increased tonight. If you want me to go through any one individually I can. But typically as one would expect the member fees are typically going up less than the nonmember fees.

There's some new programs in there. I'll cover those. For instance, the youth programs out there - there are some new transportation fees for the school age program. And those are to transfer kids from school to the RecPlex, and those are the new fees. Some other new fees incorporate facility outdoor fees for picnic areas. Those are new fees for rental of those areas. Another new fee is a facility indoor rental for the Lakeview Studio so that's a new fee. And those are basically the new fees. Like I said, if you have any questions regarding these fee increases I'll be happy to answer them.

Michael Serpe:

Tom, do we compare with other facilities -- I know we don't compare to a lot of facilities, but in some areas do we compare and monitor --

Tom Shircel:

The staff does monitor that and check, yes, and compare prices.

Michael Serpe:

So we're pretty much in line?

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Tom Shircel:

Correct.

Michael Serpe:

I'd move approval.

Kris Keckler:

Second.

John Steinbrink:

Motion by Mike, second by Kris. Further discussion?

Kris Keckler:

Just one question. On your very first cover page you have the Village resident guests going from \$7 to \$8, and right beneath the nonresident it's \$10. But in the packet it's got a little 1 with the red hash. Was that supposed to be edited to something else or is it still sitting at \$10?

Tom Shircel:

Was that for the youth day pass?

Kris Keckler:

A subsection (11) (b)[2] day passes charged for days.

[Inaudible]

Kris Keckler:

I couldn't find that one specifically. Okay.

John Steinbrink:

Further comment or question?

**SERPE MOVED TO ADOPT ORDINANCE #16-46 TO AMEND CHAPTER 242 OF THE MUNICIPAL CODE RELATING TO RECPLEX FEES; SECONDED BY KECKLER; MOTION CARRIED 5-0.**

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**10. VILLAGE BOARD COMMENTS**

Kris Keckler:

Happy holidays.

Steve Kumorkiewicz:

Merry Christmas and Happy New Year.

**11. CONSIDER ENTERING INTO EXECUTIVE SESSION PURSUANT TO SECTION 19.85(1)(G) WIS. STATS. TO CONFER WITH LEGAL COUNSEL FOR THE GOVERNMENTAL BODY WHO IS RENDERING ORAL OR WRITTEN ADVICE CONCERNING STRATEGY TO BE ADOPTED BY THE BODY WITH RESPECT TO LITIGATION IN WHICH IT IS OR IS LIKELY TO BECOME INVOLVED.**

Mike Pollocoff:

If I could add to that, Mr. President. As well as pursuant to Section 19.85(1)(E) for the purpose of deliberating or negotiating the purchasing of public properties, investing of public funds or conducting other specified public business whenever competitive bargaining reasons require a closed session.

Michael Serpe:

I'd move for Executive Session roll call vote.

Steve Kumorkiewicz:

Second.

John Steinbrink:

Motion by Mike, second by Steve. Roll call vote.

**SERPE MOVED TO ENTER INTO EXECUTIVE SESSION; SECONDED BY KUMORKIEWICZ; ROLL CALL VOTE – STEINBRINK – AYE; KECKLER – AYE; KUMORKIEWICZ – AYE; KLIMISCH – AYE; SERPE – AYE; MOTION CARRIED 5-0.**

John Steinbrink:

The Board will return to open session for the purpose of adjournment only. No other business will be conducted.

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**12. RETURN TO OPEN SESSION AND ADJOURNMENT**

After discussion, **SERPE MOVED TO RETURN TO OPEN SESSION AND ADJOURN THE MEETING; SECONDED BY KLIMISCH; ROLL CALL VOTE – STEINBRINK – AYE; KECKLER – AYE; KUMORKIEWICZ – AYE; KLIMISCH – AYE; SERPE – AYE; MOTION CARRIED 5-0 AND MEETING ADJOURNED AT 9 P.M.**