

**VILLAGE OF PLEASANT PRAIRIE  
PLEASANT PRAIRIE VILLAGE BOARD  
PLEASANT PRAIRIE WATER UTILITY  
PLEASANT PRAIRIE SEWER UTILITY  
9915 - 39th Avenue  
Pleasant Prairie, WI  
December 5, 2016  
6:00 p.m.**

A regular meeting of the Pleasant Prairie Village Board was held on Monday, December 5, 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 Tom Shircel, Assistant Administrator; Jean Werbie-Harris, Community Development Director; Dave Smetana, Police Chief; Doug McElmury; Fire & Rescue Chief; Matt Fineour, Village Engineer; John Steinbrink Jr., Public Works Director; Dan Honore', IT 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. MINUTES OF MEETING - NOVEMBER 7, 2016**

Dave Klimisch:

Move approval.

Steve Kumorkiewicz:

Second.

John Steinbrink:

Motion by Dave, second by Steve. Any additions, corrections?

Kris Keckler:

I think there was one portion on one of the minutes where it attributed Dave's comments to myself. But I told Jane and she's going to update that.

John Steinbrink:

Okay, other comments?

**KLIMISCH MOVED TO APPROVE THE MINUTES OF THE NOVEMBER 7, 2016 VILLAGE BOARD MEETING AS PRESENTED, WITH THE CORRECTION NOTED; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 5-0.**

**5. CITIZEN COMMENTS**

Jane Romanowski:

There were no signups tonight, Mr. President.

John Steinbrink:

Anyone wishing to speak on citizens' comments? Hearing none I'm going to close citizens' comments.

**6. ADMINISTRATOR'S REPORT**

Tom Shircel:

Mr. President, I do have one thing. I'd just like to mention the Saturday after Thanksgiving we had our first Makers Faire. And that was at the RecPlex. That was the gathering of people of create things, who tinker, who are possible future entrepreneurs. And it was a good success. I think we had 1,275 attendees. We had about 71 makers, about 71 volunteers. So for its first year it was a great success. And I'd like to thank Chris Christenson and her staff. I mean she spent countless hours putting this thing together. So kudos to her and kudos to Tom Patrizzi and his staff, our RecPlex Facilities Manager. Again, he put in countless hours to make this thing happen. And to everyone else, all the volunteers, we really appreciate it. And hopefully next year if we do it again it will be even a better success. That's all I have.

John Steinbrink:

Thank you, Tom.

**7. NEW BUSINESS**

**A. Receive Plan Commission recommendation and consider Ordinance #16-42 for a zoning text amendment on the vacant property generally located on the north side of Prairie Ridge Boulevard and west of 88th Avenue (CTH H) to create a Planned Unit Development ordinance related to the specific zoning regulations for the development of the site for a 11,836 square foot Care Animal Hospital.**

Jean Werbie-Harris:

Mr. President and members of the Board, this is the request of Telltail Holdings, LLC, owners of some vacant property that's located north of Prairie Ridge Boulevard. It's kind of centrally located between Highway H and 91st Avenue in the Prairie Ridge development. Back on July 6, 2015 the Village Board had approved a conceptual plan for the Care Animal Hospital concept. And along with that particular concept we did a layout to show how the vacant land surrounding

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Care Animal could develop when and if it does develop just south of 76th Street and then east of 91st Avenue.

So Care Animal Hospital went before the Village Plan Commission at the November 28, 2016 meeting. And the Plan Commission approved a conditional use permit including site and operational plans as well as a digital security imaging system and associated access easement for the construction of an 11,836 square foot veterinary hospital to be known as Care Animal Hospital. The hospital will be located at 9052 Prairie Ridge Boulevard.

As you can see as part of this conceptual plan there is good interconnection amongst all of the proposed uses out there and restricted access. So they specifically have two access points coming off of Prairie Ridge Boulevard, one that will be a shared access with the properties to the west, and then another access to the east that comes into their property. Eventually there will be an interconnection to the north as well.

Specifically, the Care Animal Hospital treats dogs, cats and exotic pets, and offers from routine preventative care to orthopedic surgery by their doctors. The new larger facility will add additional doctors and other employees. The new location will also include an under roof dog exercise area about 300 to 400 square feet in size. There will be no pet cremation on the site. Animals that die will be refrigerated and picked up and removed by a removal company.

The clinic is proposed to operate actually seven days a week, Monday through Friday from 8 to 7, and then there will be hours actually also on Saturday and Sunday. The hospital is also proposed to be open on an on-call basis, and this is for emergency purposes. It is anticipated that there will be approximately 140 customer visits per day and one to two truck deliveries per day.

The purpose of the request this evening that's before the Village Board is actually a zoning text amendment. And this is a result of PUD and associated modifications to the zoning ordinance. And the modifications that they are seeking this evening include first a 10 foot minimum setback instead of the required 20 foot setback to the side and rear property lines. Secondly, a five foot minimum setback instead of the required 25 foot setback to the parking lot. Third, a 10 foot minimum setback instead of the required 25 foot wetland setback to the building. And then finally to allow a minimum of 60 parking spaces including three handicapped accessible parking spaces rather than the required 61.

As you can see, what they've done is they've actually put parking lots on both sides of their facility to accommodate their employees as well as the visitors to the site. Their site is somewhat encumbered by this wetland that has been growing year after year since the early 1990s. It's kind of a pocket or an isolated wetland, and from the staff's perspective it's not interconnected to a stream or a waterway. And so it really is very isolated. And so based on what they're proposing to do and the way that they are going to protect the wetland during construction that we felt that the wetlands would be protected, and their construction would not impact them in any way.

So the project did get Plan Commission approval at their last meeting. We addressed questions with respect to stormwater management, onsite parking as well as building and construction. And the staff recommends approval of Ordinance #16-42 as a result of the request for this zoning text

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amendment which is a PUD. And, again, some of the community benefit pursuant to this PUD includes that this building will be fully equipped with fire sprinklers, and it will comply with fire and rescue staff memorandum dated October 18, 2016. They will also be installing a digital security imaging system, and an agreement and access easement will be provided to the Village.

And they have also gone a little bit above and beyond with respect to landscaping as well as the architecture and the design of the building. As you can see there's a good artist's rendering of what the building is proposed to look like. The staff recommends approval of Ordinance 16-42 as presented.

Steve Kumorkiewicz:

I'll make a motion to adopt 16-42.

Kris Keckler:

Second.

John Steinbrink:

Motion by Steve, second by Kris. Further discussion?

Michael Serpe:

I have a question to the petitioners. Will there be any plans in the future to create an emergency room with this hospital, 24 hours a day I'm talking other than your standard hours?

Russ Brewer:

I'm sorry, I didn't hear the question completely. You were asking a 24 hours care versus --

Michael Serpe:

I'm just asking if you're ever considering an emergency facility like the one in Racine.

Russ Brewer:

First, I'm Russ Brewer. Address is 10990 192nd Avenue, Bristol, Wisconsin, 53104. And the answer to your question would be we are not considering that currently. We offer an after hours emergency phone contact for consultations. And it's really kind of a case-by-case basis. Right now it's a big enough chunk to bite off to be open as is.

Michael Serpe:

Okay, I was just curious with the hours of operation if you were wanting to come back and alter those in some way, shape or form, if you were considering that, that's all. All right, thank you.

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Dave Klimisch:

I think you've been in business for over a decade. At the Planning Commission you mentioned you have or you will have seven veterinarian doctors on staff?

Russ Brewer:

Just placed the ad three weeks ago for number seven.

Dave Klimisch:

And you've been a good Village neighbor. And we're glad to have you committing and building a building and keep you here for a long time.

Russ Brewer:

We enjoy being in the Village. Both of us being originally from the State of Kansas we moved here because of jobs. Dr. Wilsey has always gotten on my case because being born and raised in Kansas and I went to Kansas State, I was talking about [inaudible] my birth, Kansas Stater by grace of God. I am proud to call Pleasant Prairie home as far as our location and Wisconsin home. So proud to be a cheesehead.

John Steinbrink:

If you close your eyes it looks just like Kansas.

--:

It just doesn't blow as much.

John Steinbrink:

Other questions for the doctor?

Steve Kumorkiewicz:

It's a beautiful facility.

Russ Brewer:

Thank you.

John Steinbrink:

Hearing none, thank you. Other comments or questions?

**KUMORKIEWICZ MOVED TO CONCUR WITH THE PLAN COMMISSION RECOMMENDATION AND ADOPT ORDINANCE #16-42 FOR A ZONING TEXT AMENDMENT ON THE VACANT PROPERTY GENERALLY LOCATED ON THE NORTH SIDE OF PRAIRIE RIDGE BOULEVARD AND WEST OF 88TH AVENUE (CTH H) TO CREATE A PLANNED UNIT DEVELOPMENT ORDINANCE RELATED TO THE SPECIFIC ZONING REGULATIONS FOR THE DEVELOPMENT OF THE SITE FOR A 11,836 SQUARE FOOT CARE ANIMAL HOSPITAL; SECONDED BY KECKLER; MOTION CARRIED 5-0.**

- B. Receive Plan Commission recommendation and consider Ordinance #16-43 to amend the Comprehensive Plan relating to the Prairie Ridge Neighborhood Plan for a proposed 46 single family lot and three (3) outlot development located south of Prairie Ridge Boulevard, west of 97th Court and 94th Avenue, north of CTH C (Wilmot Road) and east of the existing Prairie Ridge single family subdivision.**

Jean Werbie-Harris:

Mr. President and members of the Board, this is a request by Bear Development to amend a portion of the Prairie Ridge Neighborhood Plan. This is for the modification of three tax parcel numbers, 91-4-122-082-0490 and 91-4-122-082-0501 through 91-4-122-084-0530. The petitioner is requesting an amendment to the Prairie Ridge Neighborhood Plan for the purposes of redevelopment of the Arbor Ridge development. This is a property that's located generally south of Prairie Ridge Boulevard, west of 97th Court and 94th Avenue, and its east of the existing Prairie Ridge single family subdivision.

This particular area was platted, and private roadways were constructed with the gravel base of the road along with public sewer, water and storm sewer improvements that were all installed in 2006. Again, this was initially intended to be developed as a condominium development, and that first area was platted as a condominium development with the balance to be an expansion area. When the economy took a turn the property sat, and the property then transferred back to the bank. And Bear Development is requesting to obtain this property or purchase this property from the bank in order to change its land use.

And specifically what they're requesting this evening is a comprehensive plan amendment then to modify the Prairie Ridge Neighborhood Plan so that it no longer reflects that upper medium residential density and does not reflect condominiums but reflects single family instead, single family lots. So instead of 98 condominium units they would be proposing 46, approximately 46 single family lots.

The Prairie Ridge Neighborhood Plan that was originally adopted for this area was adopted back in 2004. There have been a couple of amendments since that time as we continue to expand and develop out the Prairie Ridge area. At the Plan Commission meeting we went through all of the details with respect to how many single family units existed within the entire neighborhood and how many would be proposed with this modification in the entire neighborhood. We went through that there are a number of apartments in this area, and with this modification there would be a reduction in the number of basically multi-family units. And so the overall density for that

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neighborhood would be reduced from 9,410 square feet per dwelling unit to -- I'm sorry, from 9,194 to 9,410. So we're reducing the density in this area by increasing the number of single family lots and decreasing the multi-family or the condominium lots.

With respect to the current population it looks like it will be modified as well. However, again, at this point when we look at single family developments they do bring in more population than a condominium development. But, again, in the overall significance of this entire neighborhood this entire area was intended to be for some type of residential development.

Specifically then what the developer is looking for is direction from the Plan Commission and now from the Board as to whether or not you would support the modification of this land use basically from the condominium or multi-family development for this area to a single family plotted land use in this area. The intent is that 94th Avenue, 97th Court would remain as public roads which have sidewalks on both sides. But these internal roads, 98th Circle as well as Ridgeway Court they would remain as private roads. They would have public easements, 66 foot wide easements over the roads. And the underground utilities, the sewer, water and storm sewer would also be public.

The existing pond that is to the west, that Outlot 4, it's kind of a share between the commercial owners association as well as the development of the Arbor Ridge development that is west of 94th Avenue and south of Prairie Ridge Boulevard.

So the staff has been working with the developer in order to make some minor modifications to this layout they're proposing. While I am showing you the conceptual plan on the screen right now as to how we'd move forward with respect to the next Plan Commission meeting, I just wanted to give you some indication of how the lots would lay out from a land use perspective. I think that the biggest concern is that due to the integrity of how things were laid out, these lots are a little bit less deep than a traditional single family lot subdivision. But they're still falling within that R-4.5, R-5, R-4 area depending on where the lot is located.

We are recommending a number of different things with respect to the declarations and restrictions and covenants. And we have been working with their attorney and our attorney in order to put together some very specific language as to how the homes would be build on these particular lots. The biggest challenges, of course, is that there is a significant grade change difference between going west to Ridgeway Court and 98th Circle towards that pond and then as you transition to the west where the existing single family is located in Prairie Ridge.

So all of these things are going to be evaluated by the Village staff as preliminary engineering comes in. And, again, the restrictive covenants will be evaluated. And this will be treated no different than any other single family subdivision. The one difference, and we will have to work through that through a PUD and some other modifications, is that the roads internal will be private. And all of these lots will have direct access from those internal private roads, not from the adjacent public roads.

So with that the developer is requesting a modification, Ordinance #16-43, and this is to amend the comprehensive plan related to the Prairie Ridge Neighborhood Plan. And, again, this is to

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identify instead of condominiums at this particular area of the Arbor Ridge development that there be approximately 46 single family lots. The Plan Commission recommended approval as presented subject to the comments and conditions as outlined.

Michael Serpe:

Has Bear indicated when they want to move forward with this?

Jean Werbie-Harris:

I'm sorry?

Michael Serpe:

Has Bear indicated when they want to move forward with this after the --

Jean Werbie-Harris:

If everything goes as planned I believe in 2017.

Dave Klimisch:

Are the private roads going to be built to Village specs? So if in 25 years if something happens and the Village takes over those roads they'll be consistent with what we need?

Jean Werbie-Harris:

So the Village's specifications, Chapter 405, sets forth two different sets of criteria, public road criteria and private road criteria. The private road criteria very closely mimics or matches what the old standard of the Village used to be with respect to the width of the road, the asphalt and the stone work. So the question you're asking me is it the new standard with the concrete roads? No, they are not proposing to put in concrete roads. They're proposing to do the roads similar to what we used to have in Pleasant Prairie in many of the subdivisions, and that's with the asphalt overlay, no concrete.

Dave Klimisch:

It would be the same width, it would look the same? So the underlayment would be different?

Jean Werbie-Harris:

Correct.

Dave Klimisch:

Would a private road be the same width as what a Village road would be for that area?



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Jean Werbie-Harris:

Matt can respond to that. I'm not sure if it's 32 or 37.

Matt Fineour:

The private road the width will be the same as a public road. So in this case actually it was designed previously as a 37 foot back-to-back road, back of curb to back of curb road. And that's what they would be doing in this case, at least what they're proposing right now. So that 37 foot back-to-back is what the Village has been doing, what you see in most subdivisions right now. And they will be doing a five inch asphalt pavement section on it. So that's basically -- any subdivision that you're going through right now that's what you're seeing. The new Village standard allows even public roads and private roads to go down to 33 foot back-to-back curbs.

The reason they wouldn't be doing this in this case is because a lot of the utilities are already installed in that area. So to try to move catch basins around and all the utilities to match the 33 foot versus the 37 foot which it was originally designed for would be too expensive. So they're going to stay with the wider road, but it will be a private road so they'll be able to do asphalt instead of concrete. And the reason for that, if you recall, the concrete portion is much more expensive to install up front, but it's a lot less as far as down the future as far as maintenance costs are concerned.

What we're doing is allowing a development to do if they want to do private roads with asphalt they can. But then they're going to have to maintain them themselves or the association will. And as part of the development review the association will make sure that it's all spelled out. The cost associated with that maintenance is spelled out by the developer so everybody knows going in what they're signing up for when they buy a lot in that kind of subdivision.

Dave Klimisch:

And as a Village or maybe as a state are there standards put in so that the association is collecting enough money to repair the road in 10, 15 years?

Matt Fineour:

As far as the initial as the project goes through the review and approval process we'll be requiring them to present a maintenance plan for the roads that outlay what the Village would normally do as far as maintenance costs, get those costs in order so they can have exactly what you're looking for, a cost for the association so they're basically budgeting that up front and not when the roads are in disrepair and trying to budget it then.

Steve Kumorkiewicz:

I've got a question. Where does the storm sewer discharge?

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Matt Fineour:

The storm sewer discharge?

Steve Kumorkiewicz:

Storm sewer, yes.

Matt Fineour:

The storm sewer discharge for the northern portion of the site goes to the big pond that's right on their site. On the southern portion of the site where you see the little loop there that goes to a dry detention facility located right on the corner, right there on the site that Jean just circled there. So there's two ponds on the site, it goes to one or the other. And those ponds were designed as part of the Prairie Ridge overall development when the overall commercial and residential areas were planned back in the '90s. Those ponds were designed at that point in time for the overall area that it was looking at.

John Steinbrink:

Other comment or question?

Michael Serpe:

Move approval of 16-43.

Steve Kumorkiewicz:

Second.

John Steinbrink:

Motion and a second, motion by Mike, second by Steve. Jean, are there sidewalks in this area going to be put because of the proximity to the school?

Jean Werbie-Harris:

There are sidewalks on 97th Court on both sides as well as 94th Avenue on both sides. And then there is a sidewalk that goes through in between two lots that I just kind of drew from 82nd Place, and then that sidewalk will continue through the lots and then adjacent to the street that enters into this area. And then that will take you to the sidewalks on 97th Court.

John Steinbrink:

That's the one I'm thinking of, the one that went between the lots. That was a bone of contention at one time.

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Jean Werbie-Harris:

Yes, but there won't be any additional sidewalks for 98th Circle or Ridgeway Court.

John Steinbrink:

All right. Motion and a second, further comments? Hearing none, is it a roll call vote?

Jane Romanowski:

Yes it is.

**SERPE MOVED TO CONCUR WITH THE PLAN COMMISSION RECOMMENDATION AND ADOPT ORDINANCE #16-43 TO AMEND THE COMPREHENSIVE PLAN RELATING TO THE PRAIRIE RIDGE NEIGHBORHOOD PLAN FOR A PROPOSED 46 SINGLE FAMILY LOT AND THREE (3) OUTLOT DEVELOPMENT LOCATED SOUTH OF PRAIRIE RIDGE BOULEVARD, WEST OF 97TH COURT AND 94TH AVENUE, NORTH OF CTH C (WILMOT ROAD) AND EAST OF THE EXISTING PRAIRIE RIDGE SINGLE FAMILY SUBDIVISION; SECONDED BY KUMORKIEWICZ; ROLL CALL VOTE – SERPE – AYE; KUMORKIEWICZ – AYE; KECKLER – AYE; KLIMISCH – AYE; STEINBRINK – AYE; MOTION CARRIED 5-0.**

**C. Consider a three-year extension of the Conceptual Plan for the proposed Bethany Church Campus development located at 11019 Wilmot Road.**

Jean Werbie-Harris:

Mr. President, this is a request from Mike Curran on behalf of Bethany Lutheran Church and School. They're requesting a three year time extension for the conceptual plan for the proposed Bethany Church Campus. This is proposed to be located at 11019 Wilmot Road. Their church campus is proposed to include a church facility, educational facility with sports fields and up to four parsonages and mausoleum on the property. And just as a reminder I'm showing you just a copy of what that original conceptual plan looks like that was approved by the Village Board.

Specifically they are requesting a three year extension. They feel that by that time they hope to raise the funding that they need to in order to move forward with their project. But instead of coming back every year for the next three years they've requested for a three year extension. And this would be subject to all the comments and conditions as outlined in the letter that's dated December 23, 2015 that's attached to the information that you have and any amendments to the Village zoning ordinance or any of the ordinances that may come up between now and then. Staff recommends approval as presented.

Dave Klimisch:

I move approval.

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Michael Serpe:

Second.

John Steinbrink:

Motion by Dave, second by Mike. Further discussion?

Kris Keckler:

One question. With a three year extension like this if there are any other changes that the Village makes in regards to the area, be it wetlands or natural resources or anything that might impact them, then they would have to then still conform to that?

Jean Werbie-Harris:

Correct, and that's part of the staff recommendations. So if there's any ordinance amendments that affect their property directly they would have to comply with those.

Kris Keckler:

Future ones, okay.

Jean Werbie-Harris:

Between now and the time that they build, correct.

Kris Keckler:

And then asking for a three year extension obviously puts it out further than the typical plan. I do remember when the gentleman came to present it, and there was discussion on his concern for raising the funds necessary for this, the size facility. And I think he had some cautionary time line in that regard so I'm not surprised to see this. But do we have any indication if this is feasible for them, or is it just totally up to their own fundraising abilities?

Jean Werbie-Harris:

I think it's feasible based upon the conversations that we've had. But it's based on their fundraising efforts and their capital campaign to raise the funds to build this facility.

Kris Keckler:

Thank you.

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John Steinbrink:

Motion and a second. Further discussion?

**KLIMISCH MOVED TO GRANT A THREE-YEAR EXTENSION OF THE CONCEPTUAL PLAN FOR THE PROPOSED BETHANY CHURCH CAMPUS DEVELOPMENT LOCATED AT 11019 WILMOT ROAD; SECONDED BY SERPE; MOTION CARRIED 5-0.**

- 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 retail attraction strategy.**

Jean Werbie-Harris:

Mr. President and members of the Board, at the Village budget hearing a few weeks back the Board had approved \$7,000 for the Village of Pleasant Prairie to participate and contribute towards a retail attraction strategy and study that was to be initiated by KABA with the assistance of Kenosha County. The purpose of this memorandum of understanding is to confirm our commitment towards that effort indicating that KABA is going to take the administrative lead on this special economic development project. We're partnering with Kenosha County and other municipal partners to develop a countywide retail attraction strategy.

The purpose of this project is to develop a meaningful strategic plan that maximizes exposure at retail and commercial development trade shows, leverages our retail partners and developers and broadens the effort to attract opportunities to targeted areas throughout Kenosha County as well as provide actionable items for each community that's engaged in the plan. Specifically as part of our takeaways for this effort we're looking at three different areas in Pleasant Prairie that will be included as part of the identifiable area that we would like to get additional information on and to work with them on attracting various retail partners to.

On behalf of the Village of Pleasant Prairie according to this memorandum the Village agreed to participate and contribute \$7,000 towards the project, to appoint designees. I as the community development director would be the primary person to be appointed. And then Christine Christenson the communication director from the Village would also participate with respect to providing valuable input and opportunities for additional information with respect to her background for this effort.

We would be representing the Kenosha County area at any retail events that we attend. And KABA agrees to commence development of the strategy. And based on our schedule it looks like it will be probably March of 2017. The intent is to have the whole effort completed in 2017. The staff recommends approval of this memorandum of understanding.

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Steve Kumorkiewicz:

As we discussed at the budget meeting we allowed \$7,000 for this project [inaudible]. So I make a motion to approve.

Michael Serpe:

I'll second that with a comment. I'm in favor of this wholeheartedly, and I think it's good for Pleasant Prairie and Kenosha County in general. But let's not forget every time we approve something like this or get into something like this that there's going to be another effect on this Village that has to be addressed. Because every time you come in with a commercial development of any size you're putting pressure on the police department. And at some point in time in the near future we're going to have to address the needs of the police department with some manpower to handle the increase in commercial development that this Village is receiving. And just for future boards and budget time the police department has to be addressed. We're running short now, and I don't want to see us being stretched any further. Just a comment.

Kris Keckler:

It would reiterate that. And hope that as they develop the strategy for the entire community and not just Pleasant Prairie that they take into consideration the expected strain on the workload of emergency services fully so that there is more of a community-wide awareness of what the true impact would be, not just the benefits of the tax base but also the work load on the municipalities and surrounding communities.

John Steinbrink:

We had a motion by Steve, second by Mike. Any further discussion?

**KUMORKIEWICZ 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 RETAIL ATTRACTION STRATEGY; SECONDED BY SERPE; MOTION CARRIED 5-0.**

**E. Consider Ordinance #16-44 to amend Chapter 180 of the Municipal Code relating to Fire & Rescue Protection.**

Chief McElmury:

Mr. President and members of the Board, this is somewhat of a comprehensive update on our Chapter 180 taking care of some housekeeping items kind of throughout the document. So I'll just real quickly go over the high points of it here through the PowerPoint. And then if you have specific questions we can go through them.

We used to fall underneath the code set from what they call the Department of Industry, Labor and Human Relations which then switched to Department of Commerce which is now switched to

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Department of Safety and Professional Services or SPS. So we just made sure that all the things in our ordinance refer to SPS or DSPS which is the current language. Also, back when we had written and updated the ordinance we talked about EMT defibrillation automatics. They're not referred to EMT basics. We're just following what the state language is for that.

As we keep going here we just needed to update some of the educational licensing and residency requirements for the Fire Chief's position to kind of come into with what is actually required by law and also what the intent of the original standard was. For instance, the emergency services instructor II initially was the certification for all certified fire instructors throughout the State of Wisconsin when they took a 40 hour fire instructor course. They then back in the early 2000s switched that, and every instructor II became an instructor I. Very difficult now to get an instructor II. As I mentioned there's only a few in the county that I'm aware of. So we want to make sure that we I think stay with the original intent of what is now an instructor I, back then it was an instructor II.

Then there's some language in there, too, about paramedic. Many chief officers of departments especially our size with the amount that we have with the building and everything else we may want to look at stating not only either currently licensed as a paramedic or previously licensed as a paramedic. It's important that a fire chief understands the EMS and specifically advanced life support. But to maintain that licensure takes away from other valuable things. And, frankly, the fire chief, the position as it is now isn't out riding the ambulance on a routine basis like we used to when we were a much smaller department and we didn't have the development that we have now. So you're basically a paramedic on paper and in licensure but not in active practice. Especially when you get into some of the more advanced skills as I mentioned in the memo such as rapid sequence intubation. You really need to be doing innovations on a routine basis if you're going to be doing that technique.

Then the other thing is the state law changed here a few years back for basically emergency services personnel, whether it be fire, police, whatever, have to have no closer than a 15 mile radius to live in. It's just going with that state language there. So that's it for that.

We updated the ambulance fee structure to reflect the fact that we respond on all ambulance calls with an ALS crew. Initially when we did the ambulance ordinance it was done so we could have what they call a tiered response. So you could have a basic life support ambulance and an advanced life support ambulance. So if it came in as like let's say a broken leg or something like that we could send a basic life support ambulance versus chest pain or a difficult breathing call where you send ALS. Well, that's never been the case.

Ever since we went paramedic it's not cost effective for a community our size to keep two separate crews in for two different levels. It's better to send one crew at the highest level of training, and then that way they can deal with everything. It's just a much more efficient way and, frankly, allows for better patient care to send the advanced life support crew on everything. And then this building reflects that since they're getting the same crew. And we maintain the same standard that we've always tried to do where the residence rate is significantly lower than a non-residence rate. They are paying taxes, or if they live in an apartment the building owner of

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the apartment of the building they're living in is paying taxes so that offsets the ambulance crew or offsets the ambulance bill.

As we keep going on here, the automatic fire sprinkler language for multi-family dwelling we just basically took that section out because, frankly, the state language as it's been adopted through IBC was more restrictive than what our code was so it did not apply anymore. The current state code requires sprinklers in everything three units and up. So we can take that out.

The next thing we had there's some conflicting language in our ordinance versus the freshly adopted Chapter 405 that our Village engineer put together. His is very descriptive, and it just makes more sense to reference that for all hydrant specs instead of having hydrant specs out in two different places. That way in the future if the hydrant spec is ever updated it's in one spot. Ours references that. It just makes it very clean in the future. There were some like maintenance and accessibility things in our ordinance that we left in there. We just wanted to get rid of the specifications for the hydrant itself. You can see where we referenced Chapter 405 there.

The next thing is the tank inspections. We got out of the tank business here last year or earlier this year when it was up for renewal. When we checked with our insurance carrier for errors, omissions, liability the amount of money that the tank program brought in also known as the LPL, local program operator program, it did not pay to send the people to school, maintain their licensure or their certification and pay for the insurance to do that. It just didn't make sense to continue. So I'm recommending we just strike all the language involving tanks out of there since that's not something we cover anymore.

The next is the elevator capacity. What we wanted to do when this was originally written, in order to get an elevator with the size that we needed to get a cot in you had to have a capacity of 4,000 pounds. There are now elevator manufacturers and there's some new technologies like belt drive and so on that have that same size but allow that in a 3,500 capacity. And we've had some industry approach us about using a lighter elevator as long as it met our intent which was it had to be big enough to get a cot and a crew and the equipment in there which is does. So we think this is a very cost effective option. And for developers that need to put an elevator in it still accomplishes our goal, and it gives them many more options so we wanted to do that.

And then the last thing in there is the AEDs. One of the things that we have found the community has been very aggressive in getting AEDs into new facilities moving in. But we also need to make sure that these are maintained as they're getting older. And our crews out inspecting have found that the AEDs had dead batteries, they weren't being properly maintained. So what we wanted to do was add language in there that give our inspectors the ability to cite that to assure that the AEDs that are out there are not only maintained but they're also accessible. So we wanted to be clearly marked that it's an AED, have some two inch tall letters so there's no doubt in anyone's mind that there's an AED onsite. And that is the recommended changes to Chapter 180. If there's any questions I can answer them.



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Michael Serpe:

I have a question, Doug. St. Joe's, not the nursing home but the living facility, that's elevator equipped I believe. Is that elevator does that conform -- that can't conform to today's standards?

Chief McElmury:

That one is tight. Matter of fact when we go in there we have to tilt the head up on the patient. So that obviously was built long before our ordinance addressed elevators.

Michael Serpe:

Just curious if there's a renovation done to that building would they have to address the upgrade in that elevator?

Chief McElmury:

I guess we'd have to look at it at that time. They literally would have to gut the whole inside of that building in order to make -- because generally the building is built around the elevator enclosure. So I don't think it would be practical for us to require that they do that unless they're doing other significant structural work in that area.

Michael Serpe:

You answered my questions. You wouldn't require them to do it?

Chief McElmury:

No. If you look at like the new buildings going up a good example would be the Uline office building, H2, as that was going up you could see from the interstate the first two things that went up were the elevator enclosures because everything is built around them. And we've tried to work around this. As a matter of fact we have granted a couple variance based on this language so they can get the elevator but with a lower capacity. And this does not affect healthcare facilities, too. When new healthcare facilities come in, like for instance some of the assisted care facilities that we've had to go in, they do need to meet that healthcare standard because they are using those elevators so much more than like an apartment would be with heavy loads. You have hospital beds, equipment and all that, we're getting in with many more people. So there is a different standard for healthcare facilities. And we're not proposing to change that at all.

Steve Kumorkiewicz:

Chief, I was looking at the multi-family dwelling sprinkler in apartments. I do remember they need to have, we used to have in the ordinance if you've got a building for ten tenants we'll require [inaudible] sprinkler [inaudible].

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Chief McElmury:

Actually let me pull that up so I'm looking at the same thing. Everything in the last update that I see in the multi-family refers to the number of units, the number of square feet of the unit and everything else. The way that the law, the state code through SPS is written is that it requires that the most restrictive code be applied. So right now the state code is more restrictive than this. Which means anything three or more units. So if you had a duplex it would not be required to have sprinklers. But if you built a three unit apartment you now have to have sprinklers.

Steve Kumorkiewicz:

Okay. [Inaudible] state law changed about four years ago. Now they removed it complete [inaudible].

Chief McElmury:

Now it's actually down to three. That isn't something the state came up with. That's actually right out of the international building code.

Steve Kumorkiewicz:

I remember that, yes. Okay, thank you.

Michael Serpe:

Move approval of the revisions for Chapter 180.

Steve Kumorkiewicz:

Second.

John Steinbrink:

Motion by Mike, second by Steve. Further discussion?

**SERPE MOVED TO ADOPT ORDINANCE #16-44 TO AMEND CHAPTER 180 OF THE MUNICIPAL CODE RELATING TO FIRE & RESCUE PROTECTION; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 5-0.**

**F. Consider an award of contract for the 2017 Village newsletter printing and mailing services.**

Chris Christenson:

Mr. President and members of the Board, we're here before you again with a proposal for an award of contract for the printing and mailing services for the Village Newsletter for 2017. In the

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interest of securing the most competitive, responsible bids for that printing and mailing service, we went out and sought proposals again from a pool of area printers and through the State of Wisconsin Vendornet system. And we received 11 bids to consider for 2017. Vesna Savic and I opened those on November 23rd. And we had a spreadsheet with all the respondents in your packet. And we show the top six responses right here.

I would make the recommendation to award the contract for the 2017 Village Newsletter to Indiana Printing and Publishing. They are the lowest bid. I have not worked with them before, but they do have several years of experience in the publishing industry. They are located in, gosh, I think it was Pennsylvania. So we would be working from a distance away. This would be our first time not working with a Wisconsin company. But we do most of our work right now over an ftp site and then via email as well. But I would recommend that we award the contract to Indiana Printing and Publishing Company for the amount of \$1,245 for the standard eight page two over two issue that we do each month.

John Steinbrink:

Do we know of anybody they do work for in the area?

Chris Christenson:

I do not, I do not. I do intend to request some references from them. And I will contact them and just ensure -- I did visit their website. Unlike a vendor that we had chosen in January of last year this vendor has an established practice. At least we can see that on their website that they have been in business for some time. So they do have a longstanding record. But I do not know of anyone in the area that has used them.

John Steinbrink:

Is your online number of subscribers going up?

Chris Christenson:

Our number of subscribers it fluctuates. It goes up gradually, but then every so often some of those folks who either move out of the Village or get a new email address will come off the list. So it's going up, but it's going up very gradually for emails. We're remaining pretty consistent, though, with our percentage of open rate and click throughs, so people who are actually clicking through and reading that newsletter online. It's still a slow process, and I need to push that more. But the challenge has been a lot of the departments are doing a lot of work so we've been sharing a lot of information in the newsletter. And oftentimes I kind of push mine to the side and err on the side of giving residents information about what some of those key departments are doing for them.

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Dave Klimisch:

And how do the newsletters get from Pennsylvania to here? Are they shipped to the post office in a giant box?

Chris Christenson:

They could be shipped via courier or they could be shipped versus a parcel services. But they have guaranteed through their response that they will turn this job in four business days as required so it would arrive at the Pleasant Prairie post office within that fourth business day. That was a challenge we ran into with our first vendor last year, and that would be something that we would consider going forward if we had issues with them not being able to deliver on time. That would be a reason to take a second look.

Dave Klimisch:

I see there's one local company that bid. Were there others that have bid in the past that are local and didn't, or anybody considered that we know of that didn't bid?

Chris Christenson:

There are several local printers that no longer bid. Because when we started going out on an annual basis to bid this job these prices kept coming down and down and down. When you draw from a pool of more and more vendors you do get a very competitive price. That comes at the risk of not necessarily knowing all of the vendors and having them be local. And a lot of the local folks choose not to compete in that type of a market because those prices are really driven really close to cost.

Dave Klimisch:

I move approval.

Michael Serpe:

Second.

John Steinbrink:

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

**KLIMISCH MOVED TO AWARD A CONTRACT TO INDIANA PRINTING AND PUBLISHING COMPANY FOR THE 2017 VILLAGE NEWSLETTER PRINTING AND MAILING SERVICES IN AN AMOUNT NOT TO EXCEED \$1,245 PER MONTH FOR THE STANDARD EIGHT PAGE TWO OVER TWO ISSUE; SECONDED BY SERPE; MOTION CARRIED 5-0.**

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Chris Christenson:

Thank you.

John Steinbrink:

Thank you.

**G. Consider Mobile Home Park License renewal applications.**

Jane Romanowski:

Mr. President and Board members, as we do in previous years every December the renewal applications are submitted by the four mobile home parks which are City View at 4303 75th Street, Westwood Mobile Home Park at 7801 88th Avenue, we have Timber Ridge Mobile Home Park at 1817 104th Street, and then Scotty's Mobile Home Park at 5310 75th Street.

As you can see the report from the community development department and the building inspection department has gotten much smaller than it has in previous years. Notices go out in June to both Jean and Sandro that we need to probably start looking at getting inspections done earlier than later. And they work diligently, and that's why this list has gone down quite a lot from previous years. And there aren't any problems by the time they come to the Board.

So my recommendation is - there was just one minor issue that the engineering department is working on regarding a drainageway at Timber Ridge - but my recommendation is that the licenses be renewed for the January 1st through December 31, 2017 year subject, of course, to all the regulations in the municipal code. There are no outstanding delinquencies at all. So actually it was a really easy renewal process this year. Everybody has worked really hard to make it that way.

Steve Kumorkiewicz:

I make a motion to approve the licenses.

Dave Klimisch:

Second.

John Steinbrink:

Motion by Steve, second by Dave. Further discussion?

Steve Kumorkiewicz:

I've got a comment. Looking at Scotty's they've made a lot of improvement compared to what it used to be [inaudible]. Now we don't have any problems.

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John Steinbrink:

Motion and a second. Further discussion?

**KUMORKIEWICZ MOVED TO APPROVAL THE RENEWAL OF THE 2017 MOBILE HOME LICENSES FOR CITY VIEW AT 4303 75TH STREET, WESTWOOD MOBILE HOME PARK AT 7801 88TH AVENUE, TIMBER RIDGE MOBILE HOME PARK AT 1817 104TH STREET, AND SCOTTY'S MOBILE HOME PARK AT 5310 75TH STREET; SECONDED BY KLIMISCH; MOTION CARRIED 5-0.**

**8. VILLAGE BOARD COMMENTS**

Kris Keckler:

I also wanted to give my thanks to the wonderful effort that the staff gave for the Maker Faire. My kids thoroughly enjoyed it. And honestly we ran out of time. There's a lot of activities that they didn't get to go to. I didn't promise it was coming back, but in the hopes that it is they could see some of the other activities because they were pretty busy with the ones that they did stop at. I saw a lot of people engaged and heard somebody's voice very frequently giving directions and promotions of other activities so that was very nice. I thought it was a very nice event.

**9. ADJOURNMENT**

**SERPE MOVED TO ADJOURN THE MEETING; SECONDED BY KECKLER; MOTION CARRIED 5-0 AND MEETING ADJOURNED AT 7:00 P.M.**