



## VILLAGE OF ELKHART LAKE

Elkhart Lake, Wisconsin 53020

### MINUTES December 7<sup>th</sup>, 2015

Minutes of the regular meeting of the Board of Trustees of the Village of Elkhart Lake held on Tuesday, December 7<sup>th</sup>, 2015 at the Grashorn Memorial Civic Center in the Village of Elkhart Lake with the amended agenda having been duly posted on Thursday, December 3<sup>rd</sup>, 2015 at National Exchange Bank and Trust, the Elkhart Lake Post Office, Wisconsin Bank and Trust and the Municipal Office between the hours of 2:00 P.M. and 2:12 P.M. and on the Village website on Thursday, December 3<sup>rd</sup>, 2015 at 3:00 P.M.

President Rudnick called the meeting to order at 7:11 P.M. with the following Trustees present: Mike Wolf, Pam Garton, Richard Baumann, Steve Kapellen, Richard Sadiq, and Lynn Shovan.

Others in attendance include: Tim Fetherston; Lisa Liebl; Tom Liebl; Gina Kauer; Patty Schreiber; James Schreiber; Rhoda Dales; Dan Ehlen; Cathy Worm Ehlen; John Schott; Bill Jacobs; Jinny Jacobs; Pat Dorsey; Joe Cincotta; Dave Zimmerman; Henry Jung; Konrad Knauf; Mary Jo Knauf; Patrick Noonan; Joe Suttner; Teresa Suttner; Joe Gemignani; Emmitt Feldner; John St. Peter; Jessica Reilly, Clerk/Treasurer Administrator.

The Pledge of Allegiance was recited.

### Approval of Minutes –

(Garton/Shovan) moved and seconded that the November 2<sup>nd</sup>, 6<sup>th</sup>, and 16<sup>th</sup>, 2015 Board minutes be approved.

Motion Carried Unanimously

### Treasurer's Report –

(Sadiq/Baumann) moved and seconded to approve the November Treasurer's report as printed.

Motion Carried Unanimously

### Public Comment – None

### NEW BUSINESS:

#### Rezoning Request – R-1 to R-2 – Zimmerman – 600 Sharpes Dr.

A discussion was held about the issues raised in the public hearing. The Board reviewed that Zimmerman is zoned R-1 and would like to have his house, a new apartment above the attached garage, and the old apartment above the detached storage area. Cincotta stated that the R-3 zoning may be the more appropriate zoning for what Zimmerman would like to do. St. Peter stated he had discussions with Cincotta on this matter while the issue was before the Planning Commission. Zimmerman did not change his rezoning request to an R-3 at that time. Cincotta discussed the agreement with Sharpes Condominium Association for the property. Cincotta also discussed the request was within Zimmerman's rights allowed in the agreement. Garton asked St. Peter if the Village was bound by the agreement. St. Peter stated that the Village is not bound by the agreement and the Village is not a signatory on the agreement. A discussion was held about

the current use of the property having a house and living quarters above the detached garage. St. Peter stated that this use of the property was legal non-conforming due to the changes in the zoning code. The Board raised concerns about the precedent a rezoning could cause along the lakeshore.

(Shovan/Garton) moved and seconded to deny the rezoning request, leaving the zoning as an R-1 at Zimmerman's property located at 600 Sharpes Drive.

Motion Carried

6-1 By Roll Call

6- ayes (Baumann, Garton, Kapellen, Rudnick,  
Sadiq, Shovan)

1 – nay (Wolf)

## **COMMITTEE REPORTS**

### *NOVEMBER BUILDING PERMITS* – Reilly

This report was included in the Board packet on dropbox.

### *ADMINISTRATION & FINANCE* – Sadiq

Highlights of the December 3<sup>rd</sup> and 7<sup>th</sup>, 2015 meeting:

- 1) The Committee reviewed the year end budget and possible fund allocations.
- 2) The Committee reviewed the 2016 tax rates.
- 3) The Committee stated that due to liability reasons the farmer's market cannot be held in the railroad right-of-way.
- 4) The Committee approved the flooring for the civic center kitchen.
- 5) The Committee reviewed the room tax analysis.
- 6) The Committee approved the vacation carryover requests.
- 7) The Committee approved the lake spraying reimbursement.

### *PROTECTION OF PERSON & PROPERTY* – Kapellen

Highlights of the December 7<sup>th</sup>, 2015 meeting:

- 1) The Committee recommends Ordinance 610 – Overnight Parking Regulations.

### *JT. EMERGENCY RESPONSE COMMISSION* – Rudnick

The Board received minutes of the August 26<sup>th</sup> & September 29<sup>th</sup>, 2015 meetings.

Highlights of the December 2<sup>nd</sup>, 2015 meeting:

- 1) The Commission looked at the cost of replacing the sign on the building.
- 2) The Commission reviewed the roof leaks again.
- 3) The Commission reviewed the electrical energy use.
- 4) The Commission reviewed the quote for \$14,000 for the repair of the lighting system.  
The Commission wants to look at alternatives.
- 5) The Commission approved the generator service agreement.

### *PUBLIC HEARING* – Rudnick

Highlights of the December 7<sup>th</sup>, 2015 meeting:

The Zimmerman rezoning request from R-1 to R-2 Public Hearing was held tonight with comments in support and in opposition of the request.

### *PRESIDENT'S REPORT* – Rudnick

The train was moved, but the tracks will continue to be used.

**UNFINISHED BUSINESS:**

Ordinance 605 – Revise Chapter 12.06 – Sewer & Water Connection Fees

(I-Wolf/Sadiq/Kapellen) moved and seconded Ordinance 605-Revise Chapter 12.06 Sewer & Water Connection Fees.

Motion Carried Unanimously  
By Roll Call

**ORDINANCE 605  
VILLAGE OF ELKHART LAKE  
SHEBOYGAN COUNTY, WISCONSIN**

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**REVISE CHAPTER 12.06(1) – VILLAGE WATER & SEWER CONNECTION FEES**

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**WHEREAS**, the Village of Elkhart Lake finds it necessary to revise Village Ordinance Section 12.06(1), due to a review of the costs related to the connection to Village sewer & water; and

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Trustees of the Village of Elkhart Lake recreates Section 12.06(1) to read as follows:

**12.06 Connection to Village Water & Sewer System**

**(1) Cost** At the time of the issuance of a building permit for the erection of a structure, a fee for each single family residence and for each unit in a duplex, multi-family condominium, or other multi-family residential unit other than a motel or hotel shall be paid. A fee should also be paid for any new commercial structure for the connection to the village sewer and water. Such fee constitutes the cost of inspection of and connection to the system. The fees will be set by the Village Board from time to time by Resolution.

**BE IT RESOLVED**, that this ordinance will become effective upon its publication and posting.

Attest:

Approved and Adopted this  
7<sup>th</sup> of December, 2015

\_\_\_\_\_  
Alan S. Rudnick, President

\_\_\_\_\_  
Jessica Reilly, Clerk

\_\_\_\_\_  
Michael Wolf, Trustee

Ordinance 606 – Revise Chapter 30.06 – Escrow & Building Permit Fees

(I-Shovan/Kapellen/Garton) moved and seconded Ordinance 606 Revise Chapter 30.06 in regards to escrow and building permit fees.

Motion Carried Unanimously  
By Roll Call

**ORDINANCE 606  
VILLAGE OF ELKHART LAKE  
SHEBOYGAN COUNTY, WISCONSIN**

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**REVISE CHAPTER 36 – VILLAGE ESCROW REQUIRED FOR BUILDING PROJECTS**

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**WHEREAS**, the Village of Elkhart Lake finds it necessary to revise Village Ordinance Section 36.06, which relates to building permit security deposits, plans, and fee; and

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Trustees of the Village of Elkhart Lake revised Section 36.06 (1) and renumber 36.06 to 36.07 to read as follows:

**30.06 SECURITY DEPOSIT REQUIRED.** (1) A deposit or escrow is required for all projects that a total cost, including labor, materials, and supplies, will equal or exceed \$80,000 dollars. The deposit amount will be set periodically by Resolution of the Board of Trustees.

(2) The deposit shall be refunded after the project is completed and the building inspector and village zoning administrator have found that the building complies with all applicable codes and that any damage to village infrastructure (sidewalks, streets, sanitary sewer, storm sewer, water supply system and erosion control) has been properly repaired or replaced.

(3) The deposit shall be forfeited if occupancy occurs before final inspection or extends after a temporary occupancy permit expires. The protection of person & property committee, in its discretion, may require the owner or contractor responsible for damage to any village infrastructure to repair or replace any such damage within a reasonable period of time, or require the owner or contractor to forfeit any or all of the deposit. Forfeiture of the deposit shall be an additional ordinance enforcement remedy and shall not limit or prohibit the village from any other remedies available at law or in equity.

(4) The deposit required pursuant to subsection (1) of this section is not required for any remodeling project that does not expand, enlarge, alter or reduce the exterior dimensions or foot print of an existing structure.

**30.07 PLAN EXAMINATION AND APPROVAL FEES.** Plans showing design and construction details, design computations and specifications submitted for examination and approval as required by the Wisconsin Administrative Code, Safety & Professional Services Chapters 320-325 also known as the Safety, Buildings, and Environment Uniform Dwelling Code, shall be accompanied by fees. A schedule of fees for plan examination, approval, and permits shall be set periodically by Resolution of the Board of Trustees.

**BE IT RESOLVED**, that this ordinance will become effective upon its publication and posting.

Attest:

Approved and Adopted this  
7<sup>th</sup> of December, 2015

\_\_\_\_\_  
Alan S. Rudnick, President

\_\_\_\_\_  
Jessica Reilly, Clerk

\_\_\_\_\_  
Lynn Shovan, Trustee

**NEW BUSINESS:**

Ordinance 610 – All Night Parking Regulations

Kapellen introduced Ordinance 610-All Night Parking Regulations and it had its first reading.

**ORDINANCE 610  
VILLAGE OF ELKHART LAKE  
SHEBOYGAN COUNTY, WISCONSIN**

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**REVISE ORDINANCE 6.02(3) IN REGARDS TO ALL NIGHT PARKING**

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**WHEREAS**, the Village of Elkhart Lake finds it necessary to revise Village Ordinance Section 6.02(3) which relates to the overnight parking of vehicles in winter; and

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Trustees of the Village of Elkhart Lake recreates Section 6.02(3) to read as follows:

**(3) All-Night Parking Regulated.**

- (a) No parking of any motor vehicle, trailer, or camper shall be permitted on either side of any Village street, or within six feet of the edge/curb of the street between the hours of 2:00 o'clock a.m. and 6:00 o'clock a.m. on the fifteenth (15<sup>th</sup>) day of November and ending on the first (1<sup>st</sup>) day of April of every year.
- (b) No parking of any motor vehicle, trailer, or camper shall be permitted in any Village parking lot as posted on the fifteenth (15<sup>th</sup>) day of November and ending on the first (1<sup>st</sup>) day of April of every year.
- (c) Any vehicle, trailer, or camper parked in violation of the provisions of this ordinance shall be removed from the parking lot or streets and stored, and such removal and storage shall be at the expense of the owner of said vehicle.

**BE IT RESOLVED**, that this ordinance will become effective upon its publication and posting.

Attest:

Approved and Adopted this  
4<sup>th</sup> day of January, 2016

\_\_\_\_\_  
Alan S. Rudnick, President

\_\_\_\_\_  
Jessica Reilly, Clerk

\_\_\_\_\_  
Steven Kapellen, Trustee

Election Board

(Sadiq/Garton) moved and seconded to approve the appointment of the following persons to the election board for 2016/2017: Shirley Peterson, Jane Twohig, Marlene Mohr, Lou Jean Greger, Peter Wagner, Viola Feldmann, Cathy Reil, Lynn Wiese, Janet Kraus, Kathy Arndt, Frank Thielmann, Bill Klaetsch, Arlene Klaetsch, Louise Andrietsch, Charles Markevitch and Pam Rudnick. Tabulator: Jessica Reilly

Motion Carried Unanimously

**TRUSTEE REPORTS:** None.

**COMMUNICATIONS – Reilly**

FOCUS, The Researcher, and Wisconsin History Magazine are available.

**ADMINISTRATOR’S REPORT – Reilly**

Tax collection has begun, as the tax bills were mailed on Friday. The nomination papers for Village Trustee are due by January 5<sup>th</sup>, 2016. The non-candidacy papers are due by December 28<sup>th</sup>. Administration & Finance will meet on December 29, 2015 to approve the final bills. The fireman’s Christmas party will be held on December 20<sup>th</sup> and all Board members are welcome to attend.

**ANY OTHER BUSINESS:**

Potential Development

(Garton/Sadiq) moved to go into closed session at approximately 7:45 p.m. under Wisconsin Statute 19.85(1)(e) Discussing public business involving private competition. Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

Motion Carried Unanimously  
By roll call

President Rudnick announced that the Board would be going into a closed session under the above referenced statute and would return to open session in approximately ten minutes.

(Sadiq/Baumann) moved and seconded to return to open session at 8:03 p.m.

Motion Carried Unanimously

(Garton/Sadiq) moved and seconded that the meeting be adjourned at 8:04 P.M.

Motion Carried Unanimously

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Jessica Reilly, Administrator/Clerk

**MINUTES December 21<sup>st</sup>, 2015**

Minutes of the regular meeting of the Board of Trustees of the Village of Elkhart Lake held on Monday, December 21<sup>st</sup>, 2015 at the Grashorn Memorial Civic Center in the Village of Elkhart Lake with the agenda having been duly posted on Thursday, December 17<sup>th</sup>, 2015 at National Exchange Bank and Trust, the Elkhart Lake Post Office, Wisconsin Bank and Trust and the Municipal Office between the hours of 1:40 P.M. and 2:25 P.M. and on the Village website on Thursday, December 17<sup>th</sup>, 2015 at 2:00 P.M.

President Rudnick called the meeting to order at 7:00 P.M. with the following Trustees present: Mike Wolf, Steve Kapellen, Richard Sadiq, and Lynn Shovan. Trustees Pam Garton & Richard Baumann were absent.

Others in attendance include: Gary Roeh; Emmitt Feldner; Jessica Reilly, Clerk/Treasurer Administrator.

The Pledge of Allegiance was recited.

## **AGENDA APPROVAL**

**PUBLIC COMMENT** – None

### **COMMITTEE REPORTS**

*ADMINISTRATION & FINANCE* – Sadiq

Highlights of the December 21<sup>st</sup>, 2015 meeting –

- 1) The Committee reviewed the year end budget.
- 2) The Committee discussed the vet access and will continue to work with the vet at their next meeting on the 29<sup>th</sup>.

*PROTECTION OF PERSON & PROPERTY* – Kapellen

Highlights of the December 21<sup>st</sup>, 2015 meeting –

- 1) The Committee recommends the new sewer/water connection fee schedule.

*PUBLIC WORKS* – Wolf

Highlights of the December 21<sup>st</sup>, 2015 meeting –

- 1) The Committee discussed possible changes to the overnight parking regulations. They would like to know what other municipalities have for their regulations.

*LIBRARY BOARD* – Reilly

The Board received minutes of the November 9<sup>th</sup>, 2015 meeting.

Highlights of the December 14<sup>th</sup>, 2015 meeting:

- 1) The Board reviewed the gift/donation account and the Friends of the Library account.
- 2) The Board discussed a potential merger with the MWFLS system.
- 3) The library will be moving the location of the PG movies.

*TOURISM COMMISSION*– Shovan

The Board received minutes of the November 11<sup>th</sup>, 2015 meeting.

Highlights of the December 16<sup>th</sup>, 2015 meeting:

- 1) The holiday media tour went well with eight journalists.
- 2) The 2016 Visitor's Guide will be updated and given a new look.
- 3) Work is continuing on a commercial.
- 4) Gina Borland resigned from the Tourism Commission. The Commission will look at a new appointment in April.
- 5) The Schnee Days grant was approved.
- 6) The Commission is looking at starting an Elkhart Lake blog.

*NORTHERN MORAINES UTILITY COMMISSION* – Reilly

The Board received minutes of the November 9<sup>th</sup>, 2015 meeting.

Highlights of the December 14<sup>th</sup>, 2015 meeting:

- 1) The Commission approved the 2016 budget and wages.
- 2) The Commission reviewed the CMOM program and the 2015 Chloride Report.

*PLANNING COMMISSION* – Reilly

The Board received minutes of the November 4<sup>th</sup>, 2015 meeting.

Highlights of the December 9<sup>th</sup>, 2015 meeting:

- 1) The Commission discussed the vet access and stated that it is a Village decision as it involves expenses.
- 2) A concept plan was provided for the victory north area.
- 3) The Commission reviewed the developer incentive for Wolf.
- 4) Premiere Development's requests were tabled until further notice.

*PRESIDENT'S REPORT* – Rudnick reported that the tree lighting was well attended. He also wished everyone a Merry Christmas and Happy New Year.

**UNFINISHED BUSINESS:**

Ordinance 608 – Municipal Judge Term

Ordinance 608 – Municipal Judge Term had its second reading.

**ORDINANCE 608  
VILLAGE OF ELKHART LAKE  
SHEBOYGAN COUNTY, WISCONSIN**

**REVISE MUNICIPAL JUDGE TERM – SECTION 1.11(3)**

**WHEREAS**, the Village of Elkhart Lake finds it necessary to revise Village Ordinance Section 1.11, Municipal Court to remain in the with Wisconsin State Statutes;

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Trustees of the Village of Elkhart Lake recreates section 1.11(3) to read as follows:

**(3) Elections.**

(a) Term: The Municipal Judge shall be elected at large in the spring election for a term of four years commencing on May 1, 2016 and elections being held every 4 years from that time. All candidates for the position of Municipal Judge shall be nominated by nomination papers as provided in §8.10, Wis. Stats., and selected at a primary election if such is held as provided in §8.11, Wis. Stats. The State elections board shall serve as filing officer for the candidates.

Attest:

Adopted and Approved this  
4<sup>th</sup> day of January, 2016.

\_\_\_\_\_  
Alan S. Rudnick, President

\_\_\_\_\_  
Jessica Reilly, Clerk

\_\_\_\_\_  
Michael Wolf, Trustee

Ordinance 610 – All Night Parking Regulations

Ordinance 610 – All Night Parking Regulations was read for a second time.

**ORDINANCE 610  
VILLAGE OF ELKHART LAKE  
SHEBOYGAN COUNTY, WISCONSIN**

**REVISE ORDINANCE 6.02(3) IN REGARDS TO ALL NIGHT PARKING**

**WHEREAS**, the Village of Elkhart Lake finds it necessary to revise Village Ordinance Section 6.02(3) which relates to the overnight parking of vehicles in winter; and

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Trustees of the Village of Elkhart Lake recreates Section 6.02(3) to read as follows:

**(3) All-Night Parking Regulated.**

- (b) No parking of any motor vehicle, trailer, or camper shall be permitted on either side of any Village street, or within six feet of the edge/curb of the street between the hours of 2:00 o'clock a.m. and 6:00 o'clock a.m. on the fifteenth (15<sup>th</sup>) day of November and ending on the first (1<sup>st</sup>) day of April of every year.
- (b) No parking of any motor vehicle, trailer, or camper shall be permitted in any Village parking lot as posted on the fifteenth (15<sup>th</sup>) day of November and ending on the first (1<sup>st</sup>) day of April of every year.
- (c) Any vehicle, trailer, or camper parked in violation of the provisions of this ordinance shall be removed from the parking lot or streets and stored, and such removal and storage shall be at the expense of the owner of said vehicle.

**BE IT RESOLVED**, that this ordinance will become effective upon its publication and posting.

Attest:

Approved and Adopted this  
4<sup>th</sup> day of January, 2016

\_\_\_\_\_  
Alan S. Rudnick, President

\_\_\_\_\_  
Jessica Reilly, Clerk

\_\_\_\_\_  
Steven Kapellen, Trustee

**NEW BUSINESS:**

Vet Access

This item was tabled.

Authorize Administration & Finance to Pay Final Bills for 2015.

(Kapellen/Wolf) moved and seconded to authorize Administration & Finance to pay the final bills for 2015.

Motion Carried Unanimously

Resolution 26 – Budget Amendment #1 - 2015

(I-Shovan/Kapellen/Wolf) moved and seconded to approve Resolution 26 – Budget Amendment #1 – 2015.

Motion Carried Unanimously  
By Roll Call

**RESOLUTION – TWENTY-SIX 2015**

**VILLAGE OF ELKHART LAKE**  
**SHEBOYGAN COUNTY, WISCONSIN**  

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**2015 BUDGET AMENDMENT ONE**

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BE IT RESOLVED by the Board of Trustees of the Village of Elkhart Lake as follows:  
That the General Fund Budget of the Village of Elkhart Lake be amended as follows:

Increase Expenditure: 10-140-00-128 (Taxes-HRA) by \$1,000.00  
Increase Expenditure: 10-150-00-535 (Village Legal) by \$3,500.00  
Increase Revenue: 10-670-786 (Insurance Dividend) by \$4,500.00

Increase Expenditure: 10-225-00-565 (Hydrant Rental) by \$3,000.00  
Increase Expenditure: 10-225-00-102 (Part-time Salary) by \$400.00  
Increase Revenue: 10-600-605 (Tax Equivalent) by \$3,500.00

Increase Expenditure: 10-400-00-101 (Full-Time Salary) by \$7,000.00  
Decrease Expenditure: 10-550-00-101 (Full-Time Salary) by \$2,500.00  
Increase Revenue: 10-620-710 (Transportation Aid) by \$2,000.00  
Increase Revenue: 10-650-993 (Transportation Service to Private) by \$2,500.00

Increase Tourism Projected Revenue to \$563,000.00 from \$520,000.00  
Increase Tourism Projected Expenditure to \$525,500.00 from \$520,000.00

Attest:

Adopted and Approved this  
21<sup>th</sup> day of December, 2015

\_\_\_\_\_  
Alan S. Rudnick, President

\_\_\_\_\_  
Jessica Reilly, Clerk

\_\_\_\_\_  
Lynn Shovan, Trustee

Resolution 27 – Sewer & Water Connection Fees

(I-Kapellen/Sadiq/Shovan) moved and seconded to approve Resolution 27 – Sewer & Water Connection Fees.

Motion Carried Unanimously  
By Roll Call

**RESOLUTION TWENTY-SEVEN – 2015**  
**VILLAGE OF ELKHART LAKE**  

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**SEWER-WATER CONNECTION FEES**

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**WHEREAS** the Village of Elkhart Lake finds it necessary to revise the sewer/water connection fees; and

**WHEREAS** the Village reviewed the costs associated with the sewer/water connection;  
and

**NOW, THEREFORE, BE IT RESOLVED**, that the Village of Elkhart Lake hereby sets the following sewer/water connection fees beginning January 1<sup>st</sup>, 2015 and until such a time that the Board of Trustees resolves a change:

<b>Sewer &amp; Water Connection Fees</b>	
<b><u>Residential – single-, two-, and multi-family</u></b>	
Sewer & Water Paired Connection Fee (without tapping the main)	\$250.00
Call back	\$150.00
Additional water or sewer connection fee	\$125.00
Sewer & Water Paired Connection Fee (with tapping the main)*	\$700.00
Call back	\$150.00
Additional water or sewer connection fee	\$125.00
<b><u>Residential – Hotels/Motels (condominium ownership)</u></b>	
Sewer & Water Paired Connection Fee (without tapping the main)	\$250.00
Call back	\$150.00
Additional water or sewer connection fee	\$125.00
Sewer & Water Paired Connection Fee (with tapping the main)*	\$700.00
Call back	\$150.00
Additional water or sewer connection fee	\$125.00
<b><u>Commercial</u></b>	
Sewer & Water Paired Connection Fee (without tapping the main)	\$250.00
Call back	\$150.00
Additional water or sewer connection fee	\$125.00
Sewer & Water Paired Connection Fee (with tapping the main)*	\$700.00
Call back	\$150.00
Additional water or sewer connection fee	\$125.00

\*Costs associated with excavation, road repair, developer’s plumber would be in addition to the permit fee.

Attest:

Adopted and approved this  
21<sup>st</sup> day of December, 2015

\_\_\_\_\_  
Alan S. Rudnick, President

\_\_\_\_\_  
Jessica Reilly, Clerk

\_\_\_\_\_  
Steven Kapellen, Trustee

Operator’s Licenses – New

(Sadiq/Wolf) moved and seconded to approve the operator’s licenses of Pamela Klotz at the Elkhart Inn and Taylor Burns at Brown Baer expiring June 30, 2016:

Motion Carried Unanimously

**TRUSTEE REPORTS** – Wolf wished everyone a Merry Christmas.

**COMMUNICATIONS** – Reilly

FOCUS, The Wisconsin Taxpayer, Grota Year in Review, ELIA Thank you, Garton-Thank you, The Researcher, Wisconsin History Magazine, and holiday cards are available.

**ADMINISTRATOR’S REPORT** – Reilly

The nomination papers for Village Trustee are due by January 5<sup>th</sup>, 2016. The non-candidacy papers are due by December 28<sup>th</sup>. Administration & Finance will meet on December 29, 2015 to approve the final bills.

## VOUCHERS

The following library vouchers were approved by the Library Board and presented to the Board for payment:

667	BADGER OFFICE CITY	LIBRARY OFFICE SUPPLIES	\$113.27
668	BAKER & TAYLOR	LIBRARY VIDEOS, AUDIOBOOKS, BOOKS, FOL	\$1,680.01
729	BAKER & TAYLOR	LIBRARY MUSIC, BOOKS, VIDEOS	\$1,700.75
669	BATTERIES PLUS LLC	LIBRARY EXIT LIGHT BATTERIES	\$15.75
676	DEMCO, INC	LIBRARY OFFICE SUPPLIES	\$91.68
677	DEPT OF ADMINISTRATION	LIBRARY T-1 LINE	\$600.00
732	EASTERN SHORES	LIBRARY ENVISIONWARE, MOBILEPRINT	\$725.00
679	EICHHORST, LORI	LIBRARY CLEANING	\$325.00
733	ELKHART LAKE CHAMBER	LIBRARY CHAMBER MEMBERSHIP	\$140.00
684	EL PUBLIC LIBRARY	FOL, DONATION 2015 CARRYOVER	\$7,017.29
687	FIRST COMMUNICATIONS	LIBRARY LONG DISTANCE	\$10.62
688	FRONTIER	LIBRARY PHONE	\$53.54
736	MC CARTNEY, BETTY	LIBRARY MILEAGE- MCCARTNEY	\$496.23
737	NATIONAL EXCHANGE BANK	LIBRARY PROGRAMS, EXPENSES- HOLIDAY LUNCH	\$43.62
656	NATIONAL EXCHANGE BANK	LIBRARY PROGRAMS, VIDEOS, KINDLE BOOKS	\$86.83
739	ST OF WI DEPT OF PUBLIC INS	LIBRARY WISCAT LICENSING	\$200.00
741	VILLAGE OF ELKHART LAKE	LIBRARY - YEAR END ADMIN PAYBACK SHORT	\$83.80
714	VILLAGE OF ELKHART LAKE	LIBRARY REIMBURSE CLERK & PW TIME	\$2,580.12
661	WE ENERGIES	LIBRARY ELECTRIC	\$250.00
726	WISCONSIN PUBLIC SERVICE	LIBRARY NATURAL GAS	\$73.41
TOTAL LIBRARY			\$16,286.92

(Sadiq/Kapellen) moved that the Library vouchers be paid as presented.

Motion Carried Unanimously

The following Water Department vouchers were presented to the Board for approval and payment:

20227	CELLCOM	CELL PHONE	\$46.00
20233	CLERK S PETTY CASH FUND	POSTAGE	\$55.05
20234	DIGGERS HOTLINE	DIGGERS FEES	\$41.76
20235	DIXON ENGINEERING, INC	SPHERE PAINTING	\$2,950.00
20236	FERGUSON ENTERPRISES INC	SWIVEL ADAPTER FOR HYDRANTS	\$102.50
20237	FIRST COMMUNICATIONS	LONG DISTANCE	\$7.76
20238	FRONTIER	PHONE, INTERNET	\$71.18
20239	HAWKINS WATER TREATMENT	CHLORINE, CHLORINATOR PARTS	\$359.32
20240	HD SUPPLY WATERWORKS	FLANGE, RADIO READ METER	\$165.05
20249	LIGHTNING REPAIRS	GENERATOR REPAIR	\$2,009.56
20241	MARTELLE WATER	AQUA MAG	\$899.25
20250	NATIONAL EXCHANGE BANK	FUSES	\$3.40
20228	NATIONAL EXCHANGE BANK	WELL HOUSE HEATER	\$21.53
20242	PUBLIC SERVICE COMMISSION	SIMPLE RATE CASE	\$234.72
20243	UTILITY SERVICE CO.	TOWER QUARTERLY MAINTENANCE	\$1,565.94
20251	V & T PAINTING, LLC	SPHERE PAINTING	\$5,893.12
20244	V & T PAINTING, LLC	SPHERE PAINTING	\$229,831.88
20245	VILLAGE OF ELKHART LAKE	4TH QUARTER TAXES	\$16,309.00
20246	VILLAGE OF ELKHART LAKE	NOVEMBER WAGES & BENEFITS	\$3,613.70

20229	WE ENERGIES	ELECTRICITY	\$899.28
20247	WISCONSIN PUBLIC SERVICE	NATURAL GAS	\$48.31
20248	WORKHORSE SOFTWARE	WORKHORSE SUPPORT	\$487.50
20230	BRETT REICHARDT	FINAL BILL OVERPAYMENT	\$97.45
20231	VILLAGE OF ELKHART LAKE	LOST SOCK PAYMENT, CAMAR TAX- WATER BILL	\$72.70
20232	VILLAGE OF ELKHART LAKE	SEWER COLLECTIONS	\$1,744.42
20252	VILLAGE OF ELKHART LAKE	SEWER COLLECTIONS	\$627.73
TOTAL WATER			\$268,158.11

(Kapellen/Wolf) moved that the Water Utility vouchers be approved and paid as presented.

Motion Carried Unanimously

The following TIF & CDA vouchers were presented to the Board for approval and payment:

662	ABACUS ARCHITECTS, INC	VICTORY LANE RETAINING WALL	\$4,897.50
664	ADVANCED CONSTRUCTION	N LAKE ST EXT PAYMENT 3, 4; TID2 RETAINAGE	\$31,291.36
675	DAVID TENOR CORPORATION	VICTORY LANE CONSTRUCTION- GARFIELD AVE	\$25,748.75
675	DAVID TENOR CORPORATION	VICTORY LANE CONSTRUCTION VICTORY LANE	\$70,250.97
678	EDGARTON, ST.PETER	TID 2 VICTORY, SARGENTO & TID 4 WOLF LEGAL	\$1,832.69
693	KAPUR & ASSOCIATES	TID2VICTORY,SARGENTO; 4 WOLF ENGINEERING	\$24,977.50
731	CORSON, PETERSON	TID 2, 3, 4 ACCOUNTING	\$2,850.00
735	KAPUR & ASSOCIATES	TID 2 VICTORY & TID 4 WOLF ENGINEERING	\$14,555.61
TOTAL CDA/TID			\$176,404.38

(Sadiq/Shovan) moved that the CDA & TIF vouchers be paid as presented.

Motion Carried Unanimously

The following general vouchers were presented to the Board for approval and payment:

694	5 ALARM - FIRE & SAFETY	FD SCBA FACEPIECE REPAIR, FACEPIECE LULJACK	\$2,529.00
663	ADP SCREENING & SELECTION	POLICE BACKGROUND CHECK T RHINE CLERK	\$10.10
665	ADVANCED DISPOSAL	REFUSE & RECYCLING COLLECTION	\$6,414.68
666	ANDREWS, AMY	BEAUTIFICATION ROSES	\$39.34
728	BADGER OFFICE CITY	CLERK FILE CABINETS, PAPER	\$1,587.89
670	BARDON ENTERPRISES	GARAGE PAPER TOWELS	\$44.00
669	BATTERIES PLUS LLC	FD EXIT LIGHT BATTERIES	\$15.75
671	BENEFIT ADVANTAGE	FSA, HRA MONTHLY FEE, FSA PLAN ADJUSTMENT	\$120.00
672	BIRSCHBACH INSPECT SER. LLC	BUILDING INSPECTIONS	\$500.00
673	CAL & GUS MOTORS	POLICE SQUAD MAINTENANCE	\$64.74
655	CELLCOM	PW, TOURISM, POLICE CELL PHONES, POLICE WIFI	\$284.32
730	CITY OF PLYMOUTH	REFUSE INCINERATOR EXPENSES 2015	\$659.12
695	CLEANHARBORS/SAFETYKLEEN	SANITATION WASTE OIL DISPOSAL	\$20.00
674	CLERK S PETTY CASH FUND	EMPLOYEE CELEBRATION FOOD	\$3.38
731	CORSON, PETERSON	ACCOUNTING 3RD QTR	\$6,000.00
678	EDGARTON, ST.PETER, PETAK	LEGAL GENERAL	\$594.46
679	EICHHORST, LORI	CLEANING	\$325.00
680	EICKHOFF, KATHLEEN	TOURISM MILEAGE- EICKHOFF	\$98.91
681	EL FIRE DEPARTMENT	MILEAGE- LULJACK; SCBA FACEPIECE TESTER RENTAL, PAGER REPAIRS, BATTERIES, CHARGER; RADIO BATTERIES; BANQUET MEAL; GAS & OIL; CLEANING; TRAINING; BULBS	\$1,928.43
683	EL IMPROVEMENT ASSOC	LAKE SPRAYING REIMBURSEMENT	\$1,000.00

685	EL WATER DEPARTMENT	HYDRANT RENTAL, JT OPERATING EXP 4TH QTR	\$27,454.38
682	EL-GLEN. SCHOOL DIST	CELL TOWER LEASE US CELLULAR	\$1,593.63
696	EMERGENCY MED PRODUCTS	FR NEW MEMBER SUPPLIES	\$586.78
724	ENCHANTED FLORALS LLC	BOARD- GET WELL PLANT- GARTON	\$35.00
686	FELDMANN SALES & SERVICE	PARKS- KUBOTA PARTS	\$133.07
687	FIRST COMMUNICATIONS	LONG DISTANCE	\$31.90
734	FISCHER S FLEET SERVICE, INC.	FD VEHICLE REPAIR, ENGINE 3	\$458.34
697	FRANKS RADIO SERVICE	FR PAGERS, BATTERIES, RADIO BATTERIES	\$3,154.04
688	FRONTIER	PHONE & INTERNET	\$702.33
689	HAWLEY, KAUFMAN	POLICE LEGAL	\$261.75
690	HONEYMOON ACRE	TREE COMMISSION VICTORY LANE TREES	\$800.00
691	HSHS EWD	POLICE BLOOD DRAW	\$46.50
725	JEFFERSON FIRE & SAFETY, INC	FD COAT & PANTS NEW MEMBERS	\$3,524.10
692	JSM COMMUNICATIONS INC.	POLICE REPAIR CAMERA AUDIO SYSTEM	\$170.00
698	METRO SOUND & VIDEO	BOARD WIRELESS MICS	\$4,220.00
656	NATIONAL EXCHANGE BANK	CLERK POSTAGE; X-MAS WRAPS GAZEBO; POLICE GAS; PARKS CLOCK BATTERIES; STREETS ICE MELT	\$293.76
737	NATIONAL EXCHANGE BANK	HOLIDAY LUNCH; BD WHITEBOARD; CLERK POSTAGE, IPAD CHARGER; STREETS SAFETY SHOES- SOLEK; CLEANING SUPPLIES	\$3,368.89
743	NATIONAL EXCHANGE BANK	CLERK OPERATOR LICENSE, BEACH PASS BLANKS	\$142.72
723	NEUMANN PLUMBING/HEAT	FD HVAC MAINTENANCE	\$13.42
699	NORTHERN MORAIN UTILITY	SEWAGE TREATMENT	\$13,580.28
700	O & W COMMUNICATIONS	EM, POLICE PHONE SYSTEM REPAIRS	\$112.50
701	PAUL CONWAY SHIELDS	FD BOOTS- LULJACK, HOEFTIZER	\$700.00
744	PAUL CONWAY SHIELDS	FD BOOT SHIPPING FEE	\$20.50
702	PLYMOUTH LUBRICANTS	GARAGE- OIL FOR VEHICLES	\$449.62
657	PRAXIS CONSULTING	COURT, POLICE QUICK CLERK	\$800.00
703	PRINCIPAL LIFE	LIFE INSURANCE	\$83.49
704	PRL EXCAVATING, INC.	STORM SEWER REPAIRS- MORAIN DRIVE	\$13,758.00
705	PURKEY, KIM	CLERK- MILEAGE PURKEY	\$150.65
706	REILLY, JESSICA	CLERK- CHAMBER DINNER, MILEAGE	\$269.20
707	SHEBOYGAN COUNTY	STREET SALT, TRUCK REPAIR, COURT CO ASSESS, CLOUD SUPPORT	\$3,235.09
738	SHEBOYGAN COUNTY	CLERK ENVELOPES	\$34.00
709	STAPLES	CLERK MISC OFFICE SUPPLIES, W-2S, 1099S	\$80.04
708	STATE OF WI	COURT STATE ASSESSMENT	\$1,129.98
710	SUN GRAPHICS	CLERK ENVELOPES	\$386.10
658	SUPERIOR VISION INSURANCE	VISION INSURANCE	\$115.40
740	THE UNIFORM SHOPPE	POLICE UNIFORMS- RAIN GEAR, BRAMSTEDT	\$196.45
713	THE UNIFORM SHOPPE	POLICE PT UNIFORM BADGE	\$128.45
711	TOWNSHIP OF RHINE	COURT PENALTIES TOWN/RHINE 3RD & 4TH QTR	\$190.00
712	TRANSAMERICA LIFE INS	CRITICAL ILLNESS- NOVEMBER, DECEMBER	\$94.00
659	VILLAGE OF ELKHART LAKE	PW GARAGE PROPERTY TAX	\$3,216.88
715	VILLAGE OF ELKHART LAKE	FD 4TH QTR MAINTENANCE	\$869.08
661	WE ENERGIES	ELECTRICITY	\$7,533.81
716	WEIR, KATRINA	CLERK- MILEAGE WEIR	\$71.88
742	WEISS IMPLEMENT INC.	STREETS JOHN DEERE REPAIRS	\$732.75
717	WEX BANK	POLICE GAS & OIL	\$51.48

718	WEX BANK	POLICE, PW GAS & OIL	\$685.19
660	WI DEPT OF TRANS	DEPOT ANNUAL USE AGREEMENT	\$596.00
719	WI DEPT OF TRANS	PARKS- WELCOME SIGN PERMIT	\$35.00
720	WISCONSIN EMS ASSOC.	FR ANNUAL DUES	\$506.00
721	WISCONSIN NEWSPRESS INC.	BD PUBLISH SPRING ELECTION, PUBLIC HEARINGS	\$239.55
726	WISCONSIN PUBLIC SERVICE	NATURAL GAS	\$427.06
722	WORKHORSE SOFTWARE	SEWER WORKHORSE SUPPORT	\$487.50
727	ZARNOTH BRUSH WORKS	STREETS BROOM REPAIRS	\$304.25
TOTAL GENERAL			\$120,499.91
TOTAL PAYROLL			\$ 76,221.97
Total December Expenses			\$ 389,413.18

(Shovan/Kapellen) moved and seconded to approve the general vouchers for December and pay as presented.

Motion Carried Unanimously

**OTHER BUSINESS THAT CAN LEGALLY COME BEFORE THIS BOARD: None**

(Wolf/Shovan) moved and seconded to adjourn the meeting at 7:17 p.m.

Motion Carried Unanimously

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Jessica Reilly, Administrator/Clerk-Treasurer

## ANNOUNCEMENTS

[www.elkhartlakewi.gov](http://www.elkhartlakewi.gov)

The following is the schedule for regular meeting of the Board of Trustees of the Village of Elkhart Lake and **tentative** meetings of the Planning Commission and CDA:

MONDAY, January 18, 2016 – 7:00 P.M.	BOARD OF TRUSTEES
MONDAY, February 1, 2016 – 7:00 P.M.	BOARD OF TRUSTEES
WEDNESDAY, February 3, 2016 – 6:00 P.M.	PLANNING COMMISSION
MONDAY, February 15, 2016 – 7:00 P.M.	BOARD OF TRUSTEES
WEDNESDAY, February 17, 2016 – 6:00 P.M.	CDA

The Village of Elkhart Lake requests persons requiring auxiliary aids and service for participation in the above meeting contact the Clerk twenty-four (24) hours prior to the meeting. All meetings are held in the general meeting room of the Grashorn Memorial Civic Center, located at 84 North Lake St. in Elkhart Lake unless noted.

THE DEADLINE FOR BEING PLACED ON THE AGENDA FOR ANY REGULAR BOARD MEETING WILL BE AT 5:00 P.M. ON THE WEDNESDAY PRIOR TO THE REGULAR MEETING MONDAY AND ONE WEEK PRIOR TO A COMMITTEE OR COMMISSION MEETING. The Municipal Office is located in the Grashorn Memorial Civic Center and is open on Monday through Friday from 9:00 a.m. to 4:30 p.m. Please call and make an appointment for special needs.

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**VILLAGE BOARD MEMBERS**

**PRESIDENT:** Alan Rudnick (611 Otto Way) 876-3113  
**TRUSTEE:** Mike Wolf (POB 506) 876-3100  
**TRUSTEE:** Steven Kapellen (POB 271) 876-2177  
**TRUSTEE:** Pam Garton (674 Birchwood Drive) 876-2376  
**TRUSTEE:** Richard Sadiq (POB 188) 876-3732  
**TRUSTEE:** Lynn Shovan (POB 86) 876-2056  
**TRUSTEE:** Richard Baumann (22 Cedar Lane) 920-781-2030

The 2014 Elkhart Lake Water Department Consumer Confidence Report is now available. To view it online visit [www.elkhartlakewi.gov/departments/water](http://www.elkhartlakewi.gov/departments/water).



To obtain a paper copy, please stop in at the Clerk's Office at 40 Pine Street or call 876-2122 or email [clerk@elkhartlakewi.gov](mailto:clerk@elkhartlakewi.gov).

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## Water & Sewer Rate Increase

*The Elkhart Lake Water Utility applied to the Public Service Commission for a water rate increase. The new rates will become effective on January 1, 2016, (April 15, 2016 billing). Below are the updated rates.*

Charges for water:

- First 3000 cubic feet used each quarter-\$2.02 per 100 cubic feet + meter chg.
- Next 17,000 cubic feet used each quarter-\$1.74 per 100 cubic feet + meter chg.
- Next 30,000 cubic feet used each quarter-\$1.41 per 100 cubic feet + meter chg.
- Over 50,000 cubic feet used each quarter-\$1.08 per 100 cubic feet + meter chg.

Meter charges:

- 5/8" meters --\$18.73 per quarter    3/4" meters --\$18.73 per quarter
- 1" meters --\$22.99 per quarter    1 1/4" meters --\$29.56 per quarter
- 1 1/2" meters --\$36.13 per quarter    2" meters --\$59.12 per quarter
- 3" meters --\$108.40 per quarter    4" meters --\$164.23 per quarter

*The Elkhart Lake Village Board will be increasing the sewer rates effective January 1, 2016. The new rate will be \$5.50 per 100 cubic feet of water consumption and \$23.00 meter fee per quarter.*

Please contact the Village Administrator/Clerk-Treasurer's Office at (920) 876-2122 or [clerk@elkhartlakewi.gov](mailto:clerk@elkhartlakewi.gov) if you have questions related to water billing.

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***Pay your water bill automatically!  
Call the Village Clerk's Office at 920-876-2122  
for more information.***

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## TAX COLLECTION

Tax payments are accepted Monday – Friday from 9:00 a.m. – 4:30 p.m. at the Village office located at 40 Pine Street. Tax payments can also be dropped off at Community Bank & Trust and National Exchange Bank & Trust. If the Village office is closed payments can be dropped in the Police depository, located to the west of the Pine St. entrance.



*Schnee Days will be held on January 29<sup>th</sup> – 31<sup>st</sup>. Events will be held all weekend long! Sunday features the long-time, traditional Chili Cook-off and brat fry. Events are organized by the Elkhart Lake Area Chamber of Commerce. For details as they unfold, call 920-876-2922 or visit [www.elkhartlake.com](http://www.elkhartlake.com).*

### \*\*\*\*\*Winter Parking Regulations\*\*\*\*\*

6.04(2) (a) No parking of any motor vehicle shall be permitted on either side of any Village street or in the parking lot north of Square Street or the parking lot on North East Street between the hours of 2:00 o'clock A.M. and 6:00 o'clock A.M. commencing the fifteenth (15th) day of November and ending on the first (1st) day of April of every year.  
(b) Any vehicle parked in violation of the provisions of this ordinance shall be removed from the streets and stored, and such removal and storage shall be at the expense of the owner of said vehicle.



**Vehicles violating this ordinance will be ticketed.**

### \*\*\*\*\*Snow Removal\*\*\*\*\*

**Section 10.03 - Removing Snow from Sidewalks:** residents must clean snow from sidewalks within 14 hours of any snowfall in a 24 hour period.

Residents have 24 hours after a winter storm to remove ice and snow from their sidewalks. Snow cannot be blown or plowed onto Village Streets. Residents must also shovel out any hydrants near their home.

**You will not be notified that snow needs to be removed. If you have not shoveled in the time prescribed in ordinance 10.03, the Village will clear your sidewalk and bill the property owner. Also, the entire sidewalk must be shoveled. A small path is not sufficient and you will be in violation of the Village ordinance.**



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### BUILDING PERMIT REMINDER!



If you are planning a construction project on your home or business you must apply for a building permit. **Permits must be obtained prior to commencement of work. Failure to do so will result in double the permit fees and may result in a fine of up to \$1000.** If you are unsure if your project requires a permit, please call the Clerk’s Office at 920-876-2122.

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## ATTENTION DOG OWNERS!



It is unlawful for a dog to be within **any public park or beach or the fireman’s park or beach** except as provided in the Village of Elkhart Lake-Glenbeulah Athletic Association Park rules and regulations (1)b14.

### Village of Elkhart Lake Dog Leash Ordinance 8.27

It shall be unlawful for any person who owns, harbors, or keeps a dog to permit such dogs to **run at large** any time of year within the Village limits. Any dog which is off the premises of its owner or keeper must be under the control of an **attendant holding a leash**, maximum of 8 feet. Any dog on owner’s premise which is not leashed (15 feet maximum), fenced in, or under control of an attendant would be considered running at large.



**VILLAGE ORDINANCE 8.32 ANIMAL FECES.** Any person owning or having control of any animal shall **CLEAN UP** the feces of such animal immediately and dispose of it in a sanitary manner when the animal has defecated on the property of another or on **PUBLIC PROPERTY.**

The Village has installed Dog Refuse Stations throughout the Village to help in the cleanup effort. The stations are located at

- S. End of Walkway
- N. End of Walkway
- Near Village Square Park
- S. Lake Street near Elm St.
- Osthoff Avenue
- Lions Park
- E. Rhine St. near Charlene's
- E. Rhine St. near Cal & Gus

# “Save the Caboose”



The Soo Line caboose that has been sitting next to the Depot since the 1970's is in need of repair. The condition has not completely deteriorated but is getting close. In partnership with the Elkhart Lake Historical Society, we are looking at what needs to be done to save the caboose.



We need your help. The Village and the Historical Society have committed dollars to help with the refurbishment. If you are interested in helping, by donating money or helping work on the caboose, please let us know. Call the Village at 920-876-2122 and leave your information. We will contact you.

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## Spring Elections February 16<sup>th</sup> and April 5<sup>th</sup>, 2016.

*Three Village Trustees are up for election at the  
April 5<sup>th</sup> Election.*

If you have any questions, please call the Village Clerk's Office at 920-876-2122.



# Spring Election & Photo ID Required

***Photo ID will be required at all elections.*** The following are some frequently asked questions about the photo ID law:

## **Do I have the right photo ID?**

Below are the acceptable IDs for voting purposes and can be unexpired or expired after the date of the most recent general election (currently, Nov. 4, 2014):

- Wisconsin DOT-issued driver license
- Wisconsin DOT-issued identification card
- Military ID card
- U.S. passport

There may be other acceptable forms of photo ID, but please contact the Clerk's office at 920-876-2122 for more information. The address on your ID does not have to be current. Election officials will only look at your ID type, name, picture, and expiration date.

## **What if I don't have a photo ID?**

If you are eligible to vote but do not have a photo ID, you may obtain a free ID from the Department of Motor Vehicles. Apply for the ID as soon as possible. You'll need some documents to get the ID. For a complete list visit [wisconsin.gov](http://wisconsin.gov) or call **(608) 264-7447**.

**Your local DMV office is located at:**

**Department of Motor Vehicles  
3603 Kohler Memorial Drive  
Sheboygan, WI 53081  
(800) 924-3570**

## **Do I need a photo ID to absentee vote?**

***Absentee Ballot Requests:*** Requests for ballots sent by mail or email must be accompanied by a photocopy of an acceptable form of voter ID. You will not need to do this with future requests, as long as you have not changed your name or address.

***In-person Absentee Voting:*** If you are casting an absentee ballot in the municipal clerk's office, you must present a photo ID, just as you would at the polls.

## **What can I expect at the polling place?**

Now that voters are bringing their IDs, voting at your polling place will be a little different. ***\*\*Please be prepared & patient.***

***State It:*** As always, you'll need to state your full name and address for the election official who checks you in. They'll check your information in the poll book. Understandably, some people are uneasy about announcing their name in public, but it is the law, and it helps ensure openness in elections.

***Show It:*** Next, it's time to show your photo ID. That way, poll workers can compare your face to your photo and confirm that you really are you.

***Sign It:*** Finally, you'll sign the poll book (unless a physical disability prevents it). Your signature or mark should go right next to your name and address.

For complete information about the Voter Photo ID Law and its requirements, please visit: [BRINGIT.WISCONSIN.GOV](http://BRINGIT.WISCONSIN.GOV) or call (866) VOTE-WIS or 920-876-2122.