



## **VILLAGE OF ELKHART LAKE**

**Elkhart Lake, Wisconsin 53020**

### **MINUTES January 3<sup>rd</sup>, 2017**

Minutes of the regular meeting of the Board of Trustees of the Village of Elkhart Lake held on Tuesday, January 3<sup>rd</sup>, 2017 at the Grashorn Memorial Civic Center in the Village of Elkhart Lake with the agenda having been duly posted on Thursday, December 29<sup>th</sup>, 2016 at National Exchange Bank and Trust, the Elkhart Lake Post Office, Wisconsin Bank and Trust and the Municipal Office between the hours of 10:38 A.M. and 11:20 A.M. and on the Village website on Thursday, December 29<sup>th</sup>, 2016 at 11:41 A.M.

President Rudnick called the meeting to order at 7:01 P.M. with the following Trustees present: Richard Baumann, Mike Wolf, Steve Kapellen, and Lynn Shovan. Trustees Richard Sadiq and John Schott were absent.

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

The Pledge of Allegiance was recited.

### **Approval of Minutes –**

(Wolf/Shovan) moved and seconded that the December 5<sup>th</sup> & 19<sup>th</sup>, 2016 Board minutes be approved.  
Motion Carried Unanimously

### **Treasurer's Report –**

(Kapellen/Wolf) moved and seconded to approve the December Treasurer's report as printed.  
Motion Carried Unanimously

### **Public Comment – None**

### **COMMITTEE REPORTS**

#### ***DECEMBER BUILDING PERMITS – Reilly***

This report was included in the Board packet on dropbox.

#### ***PROTECTION of PERSONS & PROPERTY – Kapellen***

Highlights of the January 3<sup>rd</sup>, 2017 meeting –

- 1) The Committee is recommending extra police on the weekends in summer to Administration and Finance for funding.

#### ***ADMINISTRATION & FINANCE MEETING– Rudnick***

Highlights of the December 28<sup>th</sup>, 2016 meetings –

- 1) The Committee approved the final bills and allocated the remaining 2016 funds.

#### ***PRESIDENT'S REPORT – Rudnick - None***

**UNFINISHED BUSINESS:**

Ratify 2016 Year End Bills

(Shovan/Baumann) moved and seconded to ratify the 2016 year end bills.

Motion Carried Unanimously

**NEW BUSINESS:**

Resolution 1 – Resolution Determining the Number of Election Inspectors and Designating Elections to be held in the Civic Center

(I-Wolf/Kapellen/Shovan) moved and seconded to approve Resolution 1 – Resolution Determining the Number of Election Inspectors and Designating Elections to be held in the Civic Center.

Motion Carried Unanimously

**RESOLUTION ONE– 2017  
VILLAGE OF ELKHART LAKE  
SHEBOYGAN COUNTY WISCONSIN**

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**RESOLUTION DETERMINING THE NUMBER OF ELECTION INSPECTORS AND  
DESIGNATING ALL ELECTIONS TO BE HELD IN THE CIVIC CENTER**

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**WHEREAS**, the automation of the election process in Sheboygan County has reduced the work load during the counting process, and

**WHEREAS**, 2017 will require additional help to register voters as required by the State of Wisconsin,

**NOW THEREFORE, BE IT RESOLVED** that the Village of Elkhart Lake will reduce its election staff to a staff of five for each election in the year 2017 with up to four additional election inspectors to be authorized as needed on each election day.

**BE IT FURTHER RESOLVED**, that wards one, two, and three will always vote together at the Grashorn Civic Center site in the year 2017.

Attest:

Adopted and approved this  
3<sup>rd</sup> day of January, 2017

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

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

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

Resolution 2 – Budget Amendment #2 - 2016

(I-Shovan/Kapellen/Wolf) moved and seconded to approve Resolution 2 – Budget Amendment #2 - 2016.

Motion Carried Unanimously

**RESOLUTION –TWO 2017**  
**VILLAGE OF ELKHART LAKE**  
**SHEBOYGAN COUNTY, WISCONSIN**

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**2016 BUDGET AMENDMENT TWO**

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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:

Decrease Expenditure: 10-130-00-102 (Election Salary) by \$150.00  
Increase Expenditure: 10-130-00-360 (Election Expenses) by \$150.00

Decrease Expenditure: 10-245-00-360 (EM Expenses) by \$500.00  
Increase Expenditure: 10-245-00-564 (EM Training) by \$500.00

Increase Expenditure: 10-200-00-250 (FD Building Maint) by \$4,500.00  
Increase Expenditure: 10-200-00-300 (FD Equipment) by \$2,500.00  
Increase Expenditure: 10-200-00-366 (FD Insurance) by \$4,500.00  
Increase Expenditure: 10-200-00-310 (FD Equipment Repair) by \$1,500.00  
Decrease Expenditure: 10-200-00-108 (FD Loss of Time) by \$600.00  
Decrease Expenditure: 10-200-00-116 (FD Protective Gear) by \$500.00  
Decrease Expenditure: 10-200-00-210 (FD Electric) by \$2,000.00  
Decrease Expenditure: 10-200-00-220 (FD Natural Gas) by \$5,100.00  
Decrease Expenditure: 10-200-00-340 (FD Education) by \$500.00  
Decrease Expenditure: 10-200-00-355 (FD Occ. Supplies) by \$500.00  
Decrease Expenditure: 10-200-00-360 (FD Expenses) by \$1,000.00  
Decrease Expenditure: 10-200-00-410 (FD Gas & Oil) by \$1,800.00  
Decrease Expenditure: 10-200-00-320 (FD Vehicle Main) by \$500.00  
Decrease Expenditure: 10-200-00-535 (FD Legal) by \$500.00

Increase Expenditure: 10-300-00-101 (Sewer FT Salary) by \$1,200.00  
Increase Revenue: 10-600-605 (Tax Equivalent) by \$1,200.00

Attest:  
Adopted and Approved this  
3<sup>rd</sup> day of January, 2017

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

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

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

**TRUSTEE REPORTS:** None

**COMMUNICATIONS** – Reilly  
FOCUS is available.

**ADMINISTRATOR’S REPORT** – Reilly

**ANY OTHER BUSINESS: None**

(Kapellen/Wolf) moved and seconded that the meeting be adjourned at 7:07 P.M.  
Motion Carried Unanimously

\_\_\_\_\_  
Jessica Reilly, Administrator/Clerk

**MINUTES January 16<sup>th</sup>, 2017 – This meeting was cancelled due to weather.**  
There are no minutes of the regular meeting of the Board of Trustees of the Village of Elkhart Lake scheduled to be held on Monday, January 16<sup>th</sup>, 2017 at the Grashorn Memorial Civic Center in the Village of Elkhart Lake with the agenda having been duly posted on Thursday, January 12<sup>th</sup>, 2017, between the hours of 3:40 P.M. and 4:09 P.M. at National Exchange Bank and Trust, the Elkhart Lake Post Office, Wisconsin Bank & Trust and the Municipal Office and posted on the Village web page on Thursday, January 12<sup>th</sup>, 2017, at 4:45 P.M, as the meeting was cancelled due to weather.

**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, March 6, 2017 – 7:00 P.M.  | BOARD OF TRUSTEES |
| MONDAY, March 20, 2017 – 7:00 P.M. | BOARD OF TRUSTEES |

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:** John Schott (913 Grassy Lane) 920-698-2480  
**TRUSTEE:** Richard Sadiq (POB 188) 876-3732  
**TRUSTEE:** Lynn Shovan (POB 86) 876-2056  
**TRUSTEE:** Richard Baumann (22 Cedar Lane) 920-781-2030

# \*\*\*\*\*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.**



**Dog Licenses are due Thursday, March 31<sup>st</sup>**

Please stop in at the Village Hall to provide proof of rabies vaccination and pay the fee (\$7.00 per spayed or neutered dog and \$14.00 per dog if not spayed or neutered.)

## 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.

| Village of Elkhart Lake<br>Building Permit Application   |  |  |
|--|--|--|
| <input type="checkbox"/> Building Permit <input type="checkbox"/> Electrical Permit <input type="checkbox"/> Plumbing Permit   |  |  |
| Name: _____  | Address: _____   |  |
| Phone: _____   | E-mail: _____  |  |
| <input type="checkbox"/> New Building <input type="checkbox"/> Addition <input type="checkbox"/> Alteration<br><input type="checkbox"/> Remodel <input type="checkbox"/> Deck/Patio <input type="checkbox"/> Other | <input type="checkbox"/> New Building <input type="checkbox"/> Addition <input type="checkbox"/> Alteration<br><input type="checkbox"/> Remodel <input type="checkbox"/> Deck/Patio <input type="checkbox"/> Other | <input type="checkbox"/> New Building <input type="checkbox"/> Addition <input type="checkbox"/> Alteration<br><input type="checkbox"/> Remodel <input type="checkbox"/> Deck/Patio <input type="checkbox"/> Other |
| Work Consists of: _____  | Work Consists of: _____  | Work Consists of: _____  |
| Contractor: _____  | Contractor: _____  | Contractor: _____  |
| License #: _____   | License #: _____   | License #: _____   |
| Phone: _____   | Phone: _____   | Phone: _____   |
| Use this area to the left to draw the building or project, providing dimensions from the backings to the lot lines.  |  |  |
| Estimated Cost of Work: \$ _____<br>Permit Fee: \$ _____   |  |  |
| Applicant Signature: _____   |  |  |
| <input type="checkbox"/> Approved <input type="checkbox"/> Denied    Date: _____    Permit Number: _____   |  |  |
| Notes, conditions, restrictions: _____   |  |  |
| Village Administrator: _____      Building Inspector: _____  |  |  |

# GARBAGE COLLECTION DATE CHANGE

Effective **January 1, 2017** weekly garbage & recycling collection will be on **Mondays**.

For more information, please contact the Clerk's Office at 920-876-2122 or [clerk@elkhartlakewi.gov](mailto:clerk@elkhartlakewi.gov). You may also stop in at the office at 40 Pine Street Monday-Friday, 9:00a.m.-4:30p.m.

## Garbage Collection Holiday Schedule 2017

**Memorial Day** – Tuesday May 30th, 2017

**Independence Day** – No Effect on Service day

**Labor Day**- Tuesday September 5th, 2017

**Thanksgiving Day** – No Effect on Service day

**Christmas Day** – Tuesday December 26th, 2017

**New Year's Day** – Tuesday January 2nd, 2018

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The 2015 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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*Pay your water bill automatically!*

*Call the Village Clerk's Office at 920-876-2122*

*for more information.*

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## Sewer Rate Increase

*The Elkhart Lake Village Board will be increasing the sewer rates effective January 1, 2017. The new rate will be \$5.75 per 100 cubic feet of water consumption.*

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 or sewer billing.

# Spring Elections

## February 21<sup>st</sup> and April 4<sup>th</sup>, 2017.

*Three Village Trustees are up for election at the  
April 4<sup>th</sup> Election.*

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



**NOTICE IS HEREBY GIVEN** that an election will be held in the election district of the Village of Elkhart Lake on Tuesday, April 4<sup>th</sup>, 2017. The term for the Village President and the Village Trustees begins on April 18<sup>th</sup>, 2017. All terms are for two years unless otherwise indicated. The following officers are to be elected to succeed the present incumbents listed:

| <u>OFFICE</u>     | <u>INCUMBENT</u> |
|-------------------|------------------|
| Village President | Alan S. Rudnick  |
| Village Trustee   | Michael Wolf     |
| Village Trustee   | Richard Sadiq    |
| Village Trustee   | Richard Baumann  |

**NOTICE IS FURTHER GIVEN**, that the first day to circulate nomination papers is December 1<sup>st</sup>, 2016 and the final day for filing nomination papers in the office of the Village Clerk is 5:00 P.M. on Tuesday, January 3<sup>rd</sup>, 2017.

**NOTICE IS FURTHER GIVEN**, that if a primary is necessary, the primary will be held on February 21<sup>st</sup>, 2017.

# 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. 8, 2016):

- 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 [wisconsindot.gov](http://wisconsindot.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.



# 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.

## A Work in Progress...

Many of you have been wondering why it is taking so long to finish the caboose. Remembering that the caboose is over 100 years old and has been sitting in the elements since it was built, we were guaranteed to have some issues, and we certainly did. When our restoration crew, headed by Fred



Bauer, started work on the cupola it became apparent that he had a major issue to contend with. The cupola is the section that is on the very top of the caboose. As a result of this problem, he spent the entire summer trying to save the cupola. It was completely rotted out and he had to do a major fix to stabilize that section. He said it was about to collapse. Fred also found major issues on the roof after the rubber

was pulled off. In any event, the structure is now sound. Fred has stated the work is close to completion, and in spring the project will be finished. When work resumes, the new slats will be installed and a new Soo Line sign decal will be painted on the sides. When all is said and done we will have a caboose that will be fully restored and will last for years to come.



This unexpected delay did not come without a cost. The Elkhart Lake Historical Society is looking for donations to help defray the costs associated with the caboose restoration. Donations to the Elkhart Lake Historical Society are tax-deductible. If you can help, please make checks out to the Elkhart Lake Historical Society and drop them off at the Village Hall located at 40 Pine Street or mail them to % Village of Elkhart Lake, PO Box 143, Elkhart Lake, WI, 53020.

# 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 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 8.29

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