



## VILLAGE OF ELKHART LAKE

Elkhart Lake, Wisconsin 53020

### MINUTES November 6<sup>th</sup>, 2017

Minutes of the regular meeting of the Board of Trustees of the Village of Elkhart Lake held on Monday, November 6<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, November 2<sup>nd</sup>, 2017 at National Exchange Bank and Trust, the Elkhart Lake Post Office, Wisconsin Bank and Trust and the Municipal Office between the hours of 3:18 P.M. and 3:43 P.M. and on the Village website on Friday, November 3<sup>rd</sup>, 2017 at 10:15 A.M.

President Rudnick called the meeting to order at 7:00 P.M. with the following Trustees present: Richard Baumann, John Schott, Geoff Bray, and Steve Kapellen. Trustees Lynn Shovan and Richard Sadiq were absent.

Others in attendance include: Phil Cosson; Emmitt Feldner; Jessica Reilly, Administrator/Clerk-Treasurer.

The Pledge of Allegiance was recited.

### Approval of Minutes –

(Kapellen/Bray) moved and seconded that the October 2<sup>nd</sup> & 16<sup>th</sup>, 2017 Board minutes be approved.

Motion Carried Unanimously

### Treasurer's Report –

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

Motion Carried Unanimously

### Public Comment – None

### COMMITTEE REPORTS

#### OCTOBER BUILDING PERMITS – Reilly

This report was included in the Board packet on dropbox.

#### PUBLIC WORKS - Shovan

Highlights of the November 6<sup>th</sup>, 2017 meeting:

- 1) The Committee recommends approval of the aqua-mag proposal for the Village water system.
- 2) The Committee turned down the request by Wisconsin Bank & Trust for a mailbox. It is the consensus to leave the current guidelines in place.

#### ADMINISTRATION & FINANCE - Sadiq

Highlights of the November 6<sup>th</sup>, 2017 meeting:

- 1) The Committee reviewed the 2018 budget and it is all ready for the public hearing on November 20<sup>th</sup>.

#### *TOURISM COMMISSION*–Baumann

The Board received minutes of the September 28<sup>th</sup>, 2017 meeting.

Highlights of the October 19<sup>th</sup> meeting:

- 1) The legislative visit by Grothman was not what the Commission had hoped.
- 2) The 2018 budget was approved.
- 3) The Commission approved changing the front cover picture on the visitor guide.
- 4) The Commission approved the grant application from ELIA.
- 5) The Chamber has hired a replacement for Rachel, as she has retired.
- 6) The Commission discussed the rental of the Wolf car condos.
- 7) The Commission discussed the holiday media tour.

#### *TREE COMMISSION*– Kapellen

The Board received minutes of the September 20<sup>th</sup>, 2017 meeting.

Highlights of the October 26<sup>th</sup> meeting:

- 8) The Commission discussed the three trees donated by Honeymoon Acres.
- 9) The Commission discussed the tree removal in front of Lake Street Café and at Memorial Park.

#### *JT. EMERGENCY RESPONSE COMMITTEE* - Kapellen

The Board received minutes of the July 13<sup>th</sup>, 2017 meeting.

Highlights of the October 19<sup>th</sup> meeting:

- 1) The Committee is working on a false alarm ordinance.
- 2) The Committee reviewed the problems with the fire trucks.
- 3) The Committee discussed the first responders potentially buying a vehicle.

#### *PLANNING COMMISSION* – Rudnick

The Board received minutes of the September 20<sup>th</sup>, 2017 meeting.

Highlights of the October 18<sup>th</sup>, 2017 meeting:

The Commission approved the Throttletop Phase 2 driveway plan changes, the impervious surface swap for David Garton.

#### *CDA* – Rudnick

The Board received minutes of the August 23<sup>rd</sup>, 2017 meeting.

Highlights of the October 25<sup>th</sup>, 2017 meeting:

- 1) The CDA discussed the outstanding loans and vacant store fronts.
- 2) The CDA also discussed the Stephani/Leibham land sale, including apartments not a commercial/retail area.

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

#### **UNFINISHED BUSINESS: -None**

#### 2018 Preliminary Budget Questions

There were none, but Reilly stated that if there are any to contact her.

#### Crosswalk Light- Lincoln Street at High School

(Bray/Schott) moved and seconded to approve options #1 & #3 for the crosswalk light by the high school.

Motion Carried Unanimously

**NEW BUSINESS:**

County Jt. Powers Agreement

(Schott/Bray) moved and seconded to approve the annual County Joint Powers Agreement.

Motion Carried Unanimously

Resolution 15- A Resolution to Support for the Continuation of the Federal Historic Tax Credit Program

(I-Schott/Kapellen/Bray) moved and seconded to approve Resolution 15 – Support for the Continuation of the Federal Historic Tax Credit Program.

Motion Carried Unanimously

**RESOLUTION FIFTEEN- 2017  
VILLAGE OF ELKHART LAKE  
SHEBOYGAN COUNTY, WISCONSIN**

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**A RESOLUTION TO URGE THE PRESIDENT OF THE UNITED STATES AND THE UNITED STATES CONGRESS TO CONTINUE THE FEDERAL HISTORIC TAX CREDIT PROGRAM, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.**

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**WHEREAS**, the federal Historic Tax Credit program (HTC) as we know it today was put in place by Congress and the Reagan Administration to attract capital to historic rehabilitation projects that help stimulate local economies; and

**WHEREAS**, since the inception of the HTC, it has created over 2.4 million jobs, rehabilitated more than 42,000 buildings, and leveraged \$131.8 billion in private investment; and

**WHEREAS**, recognizing the importance of this successful federal economic development program, more than 35 states have enacted complementary state historic tax credit programs to help revitalize the commercial downtowns of their cities and Main Street communities; and

**WHEREAS**, federal HTC projects have a 99 percent success rate, leverage four private dollars for every dollar of federal support, and are catalytic, building neighborhood confidence and generating follow-on projects for blocks around; and

**WHEREAS**, over the life of this program, the HTC has generated \$29.8 billion in federal tax revenues compared to \$25.2 billion in credits allocated—more than paying for itself; and

**WHEREAS**, the federal HTC program can be used to help rehabilitate some older buildings in the Village, including a resort that is over 100 years old.

**NOW THEREFORE BE IT RESOLVED** by the Board of Trustees of the Village of Elkhart Lake in due regular and legal session convened, that the Board of Trustees supports the federal Historic Tax Credit program and urges the President of the United States and the United States Congress to continue the federal Historic Tax Credit program.

**BE IT FURTHER RESOLVED** that if any provision of this resolution or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this resolution

which can be given effect without the invalid provisions, items, or applications and to this end the provisions of this resolution are hereby declared severable.

**BE IT FURTHER RESOLVED** that all resolutions or parts thereof in conflict herewith are hereby repealed.

Attest:

Approved and Adopted this  
6<sup>th</sup> day of November, 2017

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

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

\_\_\_\_\_  
John Schott, Trustee

Resolution 16- An Initial Resolution Authorizing the Sale and Issuance as Aggregate Principal Amount of Approximately \$2,670,000 of General Obligation Promissory Notes; and Certain Related Details

(I-Kapellen/Schott/Bray) moved and seconded to approve Resolution 16 – An Initial Resolution Authorizing the Sale and Issuance as Aggregate Principal Amount of Approximately \$2,670,000 of General Obligation Promissory Notes; and Certain Related Details.

Motion Carried Unanimously

The Village Board (the “**Governing Body**”) of the Village of Elkhart Lake, Wisconsin (the “**Village**”) makes the following findings and determinations:

1. The Village is in need of funds to finance (i) construction and improvements to village hall, construction of public restrooms, the purchase of a fire truck and a dump truck, stormwater and sewer system improvements, and land acquisition for the site of a new public works building (collectively, the “**Project**”), and (ii) the advance refunding of the 2018 through and including 2027 maturities of the Village’s \$2,670,000 General Obligation Engine House Bonds, Series 2008, dated August 19, 2008 (the “**Refunding**”).

2. The Governing Body deems it in the best interests of the Village that the funds needed for the Project and the Refunding be borrowed, pursuant to the provisions of Section 67.12 (12) of the Wisconsin Statutes and upon the terms and conditions set forth below.

**RESOLUTIONS**

The Governing Body resolves as follows:

**Authorization of Issuance of Obligations; Purposes.**

Under and by virtue of the provisions of Section 67.12 (12) of the Wisconsin Statutes, the City shall issue its negotiable general obligation promissory notes, in one or more series, in an aggregate principal amount of approximately \$2,670,000 (the “**Obligations**”) to finance the Project and the Refunding; *provided, however*, that the Obligations shall be sold and issued in whole or in part from time to time in such amount or amounts as shall be within the limits provided by law.

**Authorization of Sale of Obligations.**

The Obligations are hereby authorized and ordered to be sold to a purchaser to be determined by competitive bid (the “**Purchaser**”).

## **Preparation of Official Statement and Notice of Sale.**

The Village President and the Village Administrator-Clerk/Treasurer (in consultation with the Village's Financial Advisor, Ehlers & Associates, Inc.) are each hereby authorized to cause an offering document for the Obligations (the "**Official Statement**") to be prepared and distributed to any banks, underwriters, investment houses, or the like deemed to be advisable, and to enclose therewith copies of an "**Notice of Sale**" and a "**Bid Form**". The Village President and the Village Administrator-Clerk/Treasurer are hereby authorized, on behalf of the Village, to approve the form of Official Statement and authorize it to be deemed final as of its date for purposes of Securities and Exchange Commission Rule 15c2-12(b)(1), and to supply copies of the Official Statement upon request.

The Village Administrator-Clerk/Treasurer is hereby further authorized and directed to cause notice of the sale of the Obligations to be (i) provided to *The Bond Buyer* for inclusion in its complementary section for the publication of such notices, and (ii) posted in the same locations that the Village routinely uses for posting notices of its official business.

## **Bids for Obligations.**

Written bids for the sale of the Obligations shall be received by the Village on the date fixed in the Notice of Sale, on which date such bids shall be publicly opened and read. The Governing Body reserves the right in its discretion, without cause, to waive any informality in any bid, to reject any or all bids without cause, and to reject any bid which it determines to have failed to comply with the terms of the Notice of Sale for the Obligations.

## **Further Actions.**

The issuance of the Obligations shall be subject to the condition that the Governing Body has adopted a resolution to award the sale of the Obligations to the Purchaser, to approve the purchase contract submitted by the Purchaser to evidence the purchase of the Obligations, which may be in the form of an executed Bid Form (the "**Purchase Agreement**"), to fix the interest rate or rates on the Obligations in accordance with the Purchase Agreement, to provide for the form of the Obligations, to set forth any early redemption provisions, to levy taxes to pay the principal of and interest on the Obligations as required by law, to designate a fiscal agent for the Obligations, and to take such further action as may be necessary or expedient to provide for the preparation, execution, issuance, delivery, payment, and cancellation of the Obligations.

## **Severability of Invalid Provisions.**

In case any one or more of the provisions of this resolution shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions of this resolution.

## **Authorization to Act.**

The officers of the Village, attorneys for the Village, or other agents or employees of the Village are hereby authorized to do all acts and procedures required of them by this resolution for the full, punctual, and complete performance of all of the provisions of this resolution.

## Prior Actions Superseded.

All prior resolutions, rules, ordinances, or other actions, or parts thereof, of the Governing Body in conflict with the provisions of this resolution shall be and the same are hereby rescinded insofar as they may so conflict.

## Effective Date.

This resolution shall take effect upon its adoption and approval in the manner provided by law.

\* \* \* \* \*

Attest:

Adopted and Approved this  
6<sup>th</sup> day of November, 2017

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

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

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

### Resolution 17-Delinquent Bills on Taxes & Tax Refund Payments

(I-Kapellen/Schott/Bray) moved and seconded to approve Resolution 17 – Delinquent Bills on Taxes & Tax Refund Payments.

Motion Carried Unanimously

### **RESOLUTION SEVENTEEN - 2017 VILLAGE OF ELKHART LAKE SHEBOYGAN COUNTY, WISCONSIN**

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### **TAX COLLECTION REFUNDING & DELINQUENT GENERAL AND UTILITY BILLS ON TAX ROLL**

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**BE IT RESOLVED**, that all delinquent water bills, sewer bills, and any other unpaid bills due to the Village be placed on the tax roll for collection as special charges.

**BE IT ALSO RESOLVED**, that the Village of Elkhart Lake will issue a refund check for any tax overpayment greater than \$1.00 of the amount escrowed by a taxpayer and paid to the Village of Elkhart Lake within 15 business days after the amount is paid to the Village.

Attest:

Approved and Adopted this  
6<sup>th</sup> day of November, 2017

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

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

\_\_\_\_\_  
Steve Kapellen, Trustee

### Well #3 Aqua Mag Proposal

(Schott/Baumann) moved and seconded to approve the aqua mag proposal for Well #3.

Motion Carried Unanimously

David Garton – Mitigation Plan – 644 Birchwood Heights Road – Impervious Surface Swap  
(Bray/Kapellen) moved and seconded to approve the mitigation plan for 644 Birchwood Heights Road for the impervious surface swap.

Motion Carried Unanimously

Operator's Licenses- New

(Baumann/Schott) moved and seconded to approve an operators' licenses expiring June 30, 2018 for Erik Riddell for Osthoff Resort and Skylynn Preder & Sadie Weber for Marshall's One Stop.

Motion Carried Unanimously

**TRUSTEE REPORTS:** Kapellen announced that after over 30 years he is resigning effective November 21<sup>st</sup> from the Village Board. He expressed how hard a decision it was and that he has truly enjoyed his time on the Board. All trustees expressed how he will be missed.

**COMMUNICATIONS – Reilly**

Columns & The Researcher are available.

**ADMINISTRATOR'S REPORT – Reilly**

None.

**ANY OTHER BUSINESS:**

Land Acquisition & Possible Act on Acquisition

(Schott/Kapellen) moved to go into closed session at approximately 7:38 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.

(Kapellen/Bray) moved and seconded to return to open session at 7:47 p.m.

Motion Carried Unanimously

(Baumann/Kapellen) moved and seconded to approve land sale with Peter Menne that was discussed in closed session.

Motion Carried Unanimously

(Schott/Bray) moved and seconded to adjourn the meeting at 7:48 p.m.

Motion Carried Unanimously

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Jessica Reilly, Administrator/Clerk-Treasurer

## **MINUTES November 20<sup>th</sup>, 2017**

Minutes of the regular meeting of the Board of Trustees of the Village of Elkhart Lake held on Monday, November 20<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, November 16<sup>th</sup>, 2017 at National Exchange Bank and Trust, the Elkhart Lake Post Office, Wisconsin Bank and Trust and the Municipal Office between the hours of 3:30 P.M. and 4:00 P.M. and on the Village website on Friday, November 17, 2017 at 9:35 A.M.

Rudnick called the meeting to order at 7:03 P.M. with the following Trustees present: Steve Kapellen, Richard Baumann, Richard Sadiq, John Schott, Lynn Shovan, and Geoff Bray.

Others in attendance include: Mike Wolf; Emmitt Feldner; Jessica Reilly, Administrator/Clerk-Treasurer.

The Pledge of Allegiance was recited.

**Public Comment** – None

## **COMMITTEE REPORTS**

*PROTECTION OF PERSON & PROPERTY* - Kapellen

Highlights of the November 20<sup>th</sup>, 2017 meeting:

- 1) The Committee recommended the contract agreement with the Village of Howards Grove for police services.
- 2) The Committee approved keeping the squad car for other purposes.

*ADMINISTRATION & FINANCE* - Sadiq

Highlights of the November 20<sup>th</sup>, 2017 meeting:

- 1) The Committee reviewed the final 2018 budget item and tax rate. They also discussed a meeting to discuss the 2017 budget update.

*LIBRARY BOARD* – Baumann

The Board received minutes of the October 9<sup>th</sup>, 2017 meeting.

Highlights of the November 13<sup>th</sup>, 2017 meeting:

- 1) The Board approved their 2018 Budget and performance reviews.

*TOURISM COMMISSION*–Baumann

The Board received minutes of the October 19<sup>th</sup>, 2017 meeting.

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

- 1) The 2018 Visitor Guide is being revised.
- 2) The holiday media tour is in early December.

*NORTHER MORaine COMMISSION* – Schott & Rudnick

The Board received minutes of the October 9<sup>th</sup>, 2017 meeting.

Highlights of the November 13<sup>th</sup>, 2017 meeting:

- 1) The groundwater well plans are in progress.
- 2) The wages and 2018 budget were discussed.

*PUBLIC HEARING* – Rudnick

Highlights of the November 20<sup>th</sup> hearing:



- 1) There were no public comments on the 2018 budget.

*PLANNING COMMISSION* – Rudnick

The Board received minutes of the October 9<sup>th</sup>, 2017 meeting.

Highlights of the November 13<sup>th</sup>, 2017 meeting:

- 1) The Commission approved the CSM for Aero Drive and the property that Sargento is purchasing.
- 2) The Planning Commission gave approval to begin working on an amendment to the vet clinic developer agreement.

*PRESIDENT'S REPORT* – Rudnick thanked Steve for his years of service.

**UNFINISHED BUSINESS: -**

2018 Budget – Ordinance 621 Budget and Levy Adoption

(I-Sadiq/Schott/Shovan) moved and seconded to approve Ordinance 621 Budget & Levy Adoption.  
Motion Carried Unanimously

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**ORDINANCE 621  
VILLAGE OF ELKHART LAKE  
SHEBOYGAN COUNTY, WISCONSIN  
2017 TAX LEVY / 2018 BUDGET**

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The Village Board of the Village of Elkhart Lake, does hereby ordain as follows:

That Section 3.04 of the Municipal Code of the Village of Elkhart Lake is hereby amended and enacted to read as follows:

**3.04 BUDGET/TAX LEVY.** (1) It is hereby appropriated out of the receipts of the Village of Elkhart Lake for the year 2018, including monies received from the general property tax levy, to the various purposes specified in the budget presented herewith for the purposes therein stated, the following amounts included in the summary budget and summary of taxes attached hereto and incorporated by reference.

(2) There is hereby levied a tax of \$1,366,775 (plus TIF increment) on all taxable property within the Village of Elkhart Lake as returned by the assessor in the year 2017, for the uses and purposes set forth in the approved budget (ATTACHMENT A)

(3) The 2018 Salary Schedule is adopted through the enactment of the 2018 Budget.

(4) The Village Clerk is hereby authorized and directed to spread this tax on the current tax roll of the Village of Elkhart Lake.

(5) This Ordinance shall take effect and be in force on January 1, 2018 after its passage and publication.

Attest:

Adopted and approved this  
20<sup>th</sup> day of November, 2017

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Alan S. Rudnick, President

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Jessica Reilly, Clerk

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Richard Sadiq, Trustee

Acceptance of Resignation Letter – Steven Kapellen

(Schott/Baumann) moved and seconded to accept Trustee Steve Kapellen's resignation letter with great reluctance.

Motion Carried Unanimously

Seek Resumes for Candidates for Village Trustee

The Board will put in the paper an ad seeking candidates for Village Trustee.

**NEW BUSINESS:**

Operator's Licenses- New

(Baumann/Schott) moved and seconded to deny an operator's license expiring June 30, 2018 for Samantha Kannich for the Osthoff Resort.

Motion Carried Unanimously

Police Contract – Howards Grove

(Bray/Baumann) moved and seconded to approve the police contract for 2018 with the Village of Howards Grove for 3 years and 10 hours a week.

Motion Carried Unanimously

2018 Salary Schedule

(Sadiq/Shovan) moved and seconded to approve the 2018 salary schedule.

Motion Carried Unanimously

Resolution 18-Tax Collection

(I-Sadiq/Schott/Bray) moved and seconded to approve Resolution 18- Tax Collection.

Motion Carried Unanimously

**RESOLUTION EIGHTEEN - 2017  
VILLAGE OF ELKHART LAKE  
SHEBOYGAN COUNTY, WISCONSIN**

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**TAX COLLECTION RESOLUTION  
VILLAGE OF ELKHART LAKE**

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**BE IT RESOLVED**, that in the event that the Village Treasurer shall fail to pay any or all taxes of any kind required by law to be paid by such Treasurer to the County Treasurer, the Village of Elkhart Lake shall be obligated to pay such taxes in accordance with Section 3.03(a) of the Elkhart Lake Municipal Code.

Attest:

Adopted and Approved this  
20<sup>th</sup> day of November, 2017

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Alan S. Rudnick, President

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Jessica Reilly, Clerk

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Richard Sadiq, Trustee

Temporary Commission/Committee Appointments

(Schott/Bray) moved and seconded to approve the following temporary Board appointments.

Motion Carried Unanimously

**VILLAGE OF ELKHART LAKE  
COMMITTEE & COMMISSION APPOINTMENTS  
2017-2018**

**ADMINISTRATION AND FINANCE**

Finance, Bonds, Budget, Property Management.....Sadiq, Chair  
Insurance, Library Administration.....Shovan  
Ordinances, Employee Policy, Court.....Rudnick

**PUBLIC WORKS**

Streets, Sidewalks, Drainage- Storm Sewer.....Shovan, Chair  
Vehicles & Equipment, Parks, Weeds .....Schott  
Water, Sewer.....Sadiq

**PROTECTION OF PERSON AND PROPERTY**

Emergency Response Teams, Animal Control, Building Inspection.....Shovan, Chair  
Police, Fire.....Bray  
First Responders, House to House Sanctions.....Rudnick

**PUBLIC HEALTH AND WELFARE**

Refuse Collection, Recycling.....Shovan, Chair

**Nuisances.....Schott**

**Pollution, Insect Control.....Baumann**

**MUNICIPAL PLANNING AND DEVELOPMENT**

New Construction, Recreational Development.....Bray, Chair  
Shoreland.....Sadiq

**Village Planning, Zoning.....Rudnick**

**ECONOMIC DEVELOPMENT**

Tourism, Rep. on County Chamber Group.....Sadiq, Chair  
Land Acquisition.....Schott  
New Industry.....Bray

**JOINT EL/TR EMERGENCY RESPONSE**

Fire Department.....Rudnick. Chair  
Fire Station Operation.....Bray

**EDUCATION LIAISON**

School.....Baumann, Chair  
School Board.....Rudnick

**TREE COMMISSION**

**Members**

Board Member ----- John Schott  
Three Year Term ----- Frank Thielmann  
Two Year Term ----- Pat Robison  
One Year Term ----- Tom Nelson  
One Year Term ----- Anne Hatas

Resolution Nineteen– Resolution of Commendation – Kapellen

(I- Sadiq/Shovan/Bray) moved and seconded to approve Resolution 19- Resolution of Commendation for Steve Kapellen.

Motion Carried Unanimously

**RESOLUTION NINETEEN - 2017  
VILLAGE OF ELKHART LAKE  
SHEBOYGAN COUNTY, WISCONSIN**

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**RESOLUTION OF COMMENDATION**

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**WHEREAS, Steven Kapellen** has elected to retire from his position of Trustee of the Village of Elkhart Lake; and

**WHEREAS, Steven Kapellen** has been the longest serving Village Trustee for the Village of Elkhart Lake beginning service in April of 1984, and

**WHEREAS, Steven Kapellen** has been a dedicated public servant to the Village of Elkhart Lake serving on nearly every committee of the Village Board in his 33-year tenure. **Steven Kapellen** has served on the Planning Commission, Board of Review, Tree Commission, Downtown Development Committee, Public Works Committee, and most recently the Protection of Person and Property Committee as the Chair, and the Municipal Planning and Development Committee as the Chair; and

**WHEREAS, Steven Kapellen** served a pivotal role in the building of the new fire station with the Town of Rhine. This was a lengthy process and **Steven** helped to spearhead the construction of the fire station and has continued serving as the Chair of the Joint Emergency Response Committee. The building of the fire station is due in large part to the hard work of **Steven Kapellen**. Due to **Steven’s** hard work there will be lasting cooperation with the Town of Rhine in Emergency Response efforts; and

**WHEREAS, Steven Kapellen’s** efforts have been selfless and above and beyond the call of duty and have taken many hours of his personal time and he has served the community with wisdom, business expertise, and pride representing all of the residents, property owners, and visitors in the Village of Elkhart Lake;

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Trustees of the Village of Elkhart Lake publicly commends and thanks **Steven Kapellen** for his dedicated leadership services and wish him well in his future endeavors;

**BE IT FURTHER RESOLVED**, that a copy of this resolution be forwarded to **Steven Kapellen**.

Attest:

Adopted and approved this  
20<sup>th</sup> day of November, 2017

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

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

\_\_\_\_\_  
Richard Sadiq, Trustee

**TRUSTEE REPORTS:-**All trustees thanked Steve Kapellen for his service and stated he will be greatly missed.

**COMMUNICATIONS** – Reilly  
Wisconsin Taxpayer is available.

**ADMINISTRATOR’S REPORT** – Reilly

The nomination papers are available on December 1<sup>st</sup> and need to be returned by January 2<sup>nd</sup> and the non-candidacy papers are due by December 22<sup>nd</sup>.

## **VOUCHERS**

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

596	BADGER OFFICE CITY	OFFICE SUPPLIES	\$85.90
597	BAKER & TAYLOR	FOL, BOOKS, AUDIOBOOKS, VIDEOS	\$2,988.76
605	EICHHORST, LORI	CLEANING	\$325.00
608	ENDURACLEAN	HAND SOAP	\$19.00
611	FRONTIER	PHONE	\$93.27
615	MCCLONE	INSURANCE	\$149.00
618	MONARCH LIBRARY SYSTEM	TECHNOLOGY- LAPTOP, DESKTOP	\$1,562.99
590	NATIONAL EXCHANGE BANK	PROGRAMS; FURNACE FILTER	\$358.32
594	WE ENERGIES	ELECTRICITY	\$252.01
638	WISCONSIN NEWSPRESS	ADS	\$66.20
640	WISCONSIN PUBLIC SERVICE	NATURAL GAS	\$35.29
TOTAL LIBRARY			\$5,935.74

(Sadiq/Baumann) 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:

20193	BATTERIES PLUS LLC	BACK UP BATTERIES WELL 3	\$43.70
20194	CORE & MAIN, LP	METER NIPPLES- LEAD PROJECT	\$786.59
20195	FERGUSON ENTERPRISES INC	CURB STOPS- LEAD PROJECT	\$516.10

20196	FRONTIER	PHONE & INTERNET	\$85.76
20197	HAWKINS WATER TREATMENT	CHEMICALS	\$473.00
20198	L-R METER TESTING & REPAIR	METER TESTING	\$914.33
20199	MARTELLE WATER TREATMENT	CHEMICALS	\$1,028.75
20203	MCCLONE	AUTO/ LIABILITY INSURANCE	\$149.00
20187	NATIONAL EXCHANGE BANK	TESTING WELL 3; POSTAGE; SEALANT, PLUG	\$59.81
20200	NORTHERN LAKE SERVICE	TESTING	\$1,938.00
20201	VERIZON WIRELESS	CELL PHONE	\$40.45
20188	VERIZON WIRELESS	CELL PHONE	\$30.71
20184	VILLAGE OF ELKHART LAKE	SEWER COLLECTIONS 11-3-17	\$10,551.82
20185	VILLAGE OF ELKHART LAKE	SEWER COLLECTIONS 11-1-17- ACH	\$18,311.30
20186	VILLAGE OF ELKHART LAKE	SEWER COLLECTIONS 11-3-17	\$125.48
20190	VILLAGE OF ELKHART LAKE	TOURISM RENT- PD WITH WATER BILL	\$100.00
20191	VILLAGE OF ELKHART LAKE	SEWER COLLECTIONS 11-10-17	\$4,679.21
20192	VILLAGE OF ELKHART LAKE	SEWER COLLECTIONS 11-14-17	\$52,183.62
20202	VILLAGE OF ELKHART LAKE	WAGES, POSTAGE	\$5,872.52
20205	VILLAGE OF ELKHART LAKE	SEWER COLLECTIONS 11-21-17	\$868.67
20206	OSTHOFF	REFUND OVERPAY	\$5,237.07
20189	WE ENERGIES	ELECTRICITY	\$1,052.80
20204	WPS	NATURAL GAS	\$26.26
TOTAL WATER			\$105,074.95

(Shovan/Schott) 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:

604	EDGARTON, ST.PETER, PETAK	LEGAL TID 2 VICTORY NORTH	\$140.00
622	PLEASANTVIEW REALTY TRUST	TID #2 PROPERTY ACQUISITION	\$5,000.00
TOTAL CDA/TID			\$5,140.00

(Schott/Kapellen) 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:

595	ADVANCED DISPOSAL	REFUSE & RECYCLING COLLECTION	\$8,137.10
598	BATTERIES PLUS LLC	FD BATTERIES	\$36.00
599	BELCO VEHICLE SOLUTIONS	POLICE MICROPHONE CLIP	\$35.00
600	BENEFIT ADVANTAGE	FSA MONTHLY FEE	\$35.00
601	BIRSCHBACH INSPECT SER	BUILDING INSPECTIONS	\$950.00
602	CAL & GUS MOTORS	POLICE SQUAD TIRES, ANTIFREEZE	\$35.75
588	DELAGE LANDEN FINANCIAL	CLERK DRIVVE SOFTWARE	\$261.75
603	DREXEL BUILDING SUPPLY	SAND BARRELS, SAND; WOOD FOR DUMP TRUCK	\$182.38
604	EDGARTON, ST.PETER, PETAK	LEGAL GENERAL; HG POLICE AGREEMENT	\$642.49
605	EICHHORST, LORI	CENTER CLEANING	\$325.00
606	EL CHAMBER OF COMMERCE	BOARD CHAMBER MEMBERSHIP	\$160.00
607	EMERGENCY MED PRODUCTS	FR GLOVES, WIPES	\$129.31
609	ENGELWOOD SIGNS	GARAGE DUMP TRUCK LETTERING	\$125.00
610	FOX VALLEY TECH COLLEGE	FR TRAINING	\$3,188.00
611	FRONTIER	PHONE & INTERNET	\$754.43
612	HAWLEY, KAUFMAN & KAUTZER	POLICE LEGAL	\$936.25
613	HONEYMOON ACRES	TREE COMMISSION TREES	\$1,920.00

614	JIM S AUTO SERVICE	POLICE VEHICLE REPAIR	\$182.01
589	LAKESIDE INTERNATIONAL	PW NEW PLOW/DUMP TRUCK	\$154,765.00
615	MCCLONE	INSURANCE	\$7,610.00
617	MEEUSEN, MICHAEL	POLICE TRAINING, MILEAGE- WCTC	\$398.99
616	MIKE BURKART FORD	POLICE SQUAD OIL CHANGE, TIRE ROTATION	\$47.45
619	NAPA AUTO PARTS	GARAGE- KUBOTA HOSE	\$10.89
590	NATIONAL EXCHANGE BANK	GARAGE SHOVELS, TAR; FURNACE FILTERS; BEACON LIGHT, BRAKE & CARB CLEANER, PHONE, AUTO BODY/BED REPAIR, UNDERCOAT, RUBBER; COURT POSTAGE; POLICE POSTAGE, HOTEL FOR LEADERSHIP	\$838.52
621	NORTH STAR EMERGENCY	FD TRUCK MAINTENANCE	\$679.49
620	NORTHERN MORaine	SEWAGE TREATMENT	\$24,146.16
623	PROS 4 TECHNOLOGY	NEW SERVER BATTERY BACKUP, MOUNTING BRACKET	\$2,524.50
624	QUILL	COURT OFFICE SUPPLIES	\$49.98
639	REGISTER OF DEEDS	BOARD RECORD CSM LAND SALE SARGENTO	\$30.00
625	SHEBOYGAN CO TREASURER	COURT COUNTY ASSESSMENT	\$190.00
627	STAPLES	CLERK OFFICE SUPPLIES- MISC OFFICE SUPPLIES	\$109.44
629	STATE OF WISCONSIN	COURT STATE ASSESSMENT	\$1,014.20
630	SUN GRAPHICS	FR OFFICE SUPPLIES- REPORTS	\$244.45
591	SUPERIOR VISION INSURANCE	VISION INSURANCE	\$138.75
631	SUPERIOR VISION INSURANCE	VISION INSURANCE	\$128.45
632	TAPCO	POLICE- HAND HELD STOP SIGN	\$77.33
633	THE UNIFORM SHOPPE	POLICE PT UNIFORMS- GROSS	\$69.95
592	TRANSAMERICA LIFE INSURANCE	CRITICAL ILLNESS	\$47.00
634	VERIZON WIRELESS	POLICE WIFI, CELL PHONE; TOURISM, PW CELL PHONE	\$432.89
594	WE ENERGIES	ELECTRICITY	\$7,768.26
636	WEX BANK	POLICE FUEL	\$468.45
635	WEX BANK	PW FUEL	\$771.56
637	WI DEPT. OF JUSTICE-TIME	POLICE COMPUTER- TIME	\$244.50
640	WISCONSIN PUBLIC SERVICE	NATURAL GAS	\$235.90
TOTAL GENERAL			\$221,077.58

TOTAL PAYROLL \$69,223.09

Total November Expenses \$290,300.67

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

Motion Carried Unanimously

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

(Sadiq/Schott) moved and seconded to adjourn the meeting at 7:20 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, December 18, 2017 – 7:00 P.M.

BOARD OF TRUSTEES

WEDNESDAY, December 20, 2017 – 7:00 P.M.

PLANNING COMMISSION

WEDNESDAY, January 3, 2018 – 7:00 P.M.

BOARD OF TRUSTEES

MONDAY, January 15, 2018 – 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 8:00 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:** Geoff Bray (POB 736) 920-452-5397

**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

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## 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



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, 8:00a.m.-4:30p.m.



## A red rectangular sign with a white border. The text 'Come in' is in a white cursive font, 'We're' is in a white sans-serif font, and 'OPEN' is in a large, bold, white sans-serif font. The sign is tilted slightly to the right.



Schnee Days will be held January 26<sup>th</sup> – 28<sup>th</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.**



The 2016 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).



*Pay your water bill automatically!*

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

*for more information.*

## 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



## Dog Licenses are due March 30<sup>th</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.)

NOTICE IS HEREBY GIVEN that an election will be held in the election district of the Village of Elkhart Lake on Tuesday, April 3<sup>rd</sup>, 2018. The term for the Village President and the Village Trustees begins on April 17<sup>th</sup>, 2018. 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 Trustee	Steven Kapellen
Village Trustee	John Schott
Village Trustee	Lynn Shovan

NOTICE IS FURTHER GIVEN, that the first day to circulate nomination papers is December 1<sup>st</sup>, 2017 and the final day for filing nomination papers in the office of the Village Clerk is 5:00 P.M. on Tuesday, January 2<sup>nd</sup>, 2018.

NOTICE IS FURTHER GIVEN, that if a primary is necessary, the primary will be held on February 20<sup>th</sup>, 2018.

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## Spring Elections February 20<sup>th</sup> and April 3<sup>rd</sup>, 2018.

*Three Village Trustees are up for election at the  
April 3<sup>rd</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. 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.



**Thank you to all who supported “Save the Caboose!”  
We couldn’t have done it without you!**

**Before...**



**During...**



**After!**



Fred Bauer and his crew did a great job restoring the caboose to its original look. Thanks to everyone who contributed to this restoration project. Next up is a project to build a cover for the caboose. This will guarantee the life of caboose for many years to come.