

VILLAGE OF ELKHART LAKE

Elkhart Lake, Wisconsin 53020

MINUTES January 7th, 2019

Minutes of the regular meeting of the Board of Trustees of the Village of Elkhart Lake held on Monday, January 7th, 2019 at the Grashorn Memorial Civic Center in the Village of Elkhart Lake with the agenda having been duly posted on Friday, January 4th, 2019 at National Exchange Bank and Trust, the Elkhart Lake Post Office, Wisconsin Bank and Trust and the Municipal Office between the hours of 3:00 P.M. and 3:30 P.M. and on the Village website on Friday, January 4th, 2019 at 2:00 P.M.

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

Others in attendance include: Emmit Feldner; Administrator/Clerk-Treasurer Jessica Reilly.

The Pledge of Allegiance was recited.

Approval of Minutes –

(Schott/Bray) moved and seconded that the December 3rd & 17th, 2019 Board minutes be approved.

Motion Carried Unanimously

Treasurer's Report -

(Knowles/Baumann) moved and seconded to approve the December Treasurer's Report.

Motion Carried Unanimously

Public Comment – None

COMMITTEE REPORTS

DECEMBER BUILDING PERMITS – Reilly This report was included in the Board packet on dropbox.

ADMINISTRATION & FINANCE - Rudnick

Highlights of the December 27th, 2018 meeting:

1) The Committee approved the final bills and allocated the 2018 budget surplus.

PRESIDENT'S REPORT - Rudnick - None

UNFINISHED BUSINESS: None

Ratify 2018 Year-End Bills

(Sadiq/Schott) moved and seconded to approve the 2018 final bills.

Motion Carried Unanimously

NEW BUSINESS:

Moeller Mitigation Plan – 704 Lakeshore Drive - Revisions

(Bray/Schott) moved and seconded to approve changing the holding tank from across the street to near their house, but this does not give approval for steps, decks, or a pier for the property; this needs to come back to the Planning Commission.

Motion Carried Unanimously

Nook Condominium Approval 519-521 Elkhart Lake Drive

Reilly explained that this had previously been approved with some conditions. The homeowner challenged these conditions, so Reilly spoke with the attorney. The plat has been redrawn removing the pier and other items that were on the neighbor's property to ease the Board's questions on the plat. The Board was concerned about the precedent they are setting by allowing a condo plat on a non-conforming site.

(Schott/Knowles) moved and seconded to approve the revised nook condominium plat.

Motion Carried Unanimously

Approval of Agent - Wendy Orth, Agent, Belleville Hospitality Group LLC., DBA Siebkens Resort (Shovan/Bray) moved and seconded to approve Wendy Orth as the agent for Belleville Hospitality Group LLC DBA Siebkens Resort, upon the sale.

Motion Carried Unanimously

<u>Class "B" Combination Beer & Liquor Licenses</u> - <u>Belleville Hospitality Group LLC., DBA Siebkens</u> <u>Resort, Wendy Orth, Agent</u>

(Schott/Shovan) moved and seconded that a combination "Class "B" Beer and Intoxicating Liquor Licenses be granted to Belleville Hospitality Group LLC Wendy Orth, Agent – Siebkens Resort for the licensing year expiring June 30, 2019, upon sale of the property.

Motion Carried Unanimously

Resolution 1 – Reducing Election Workers & Combine Wards

(I-Sadiq/Shovan/Knowles) moved and seconded to approve Resolution 1 – Reducing Election Workers & Combine Wards

Motion Carried Unanimously

RESOLUTION ONE- 2019 VILLAGE OF ELKHART LAKE SHEBOYGAN COUNTY WISCONSIN

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

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

WHEREAS, 2019 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 2019 with up to four additional election inspectors to be authorized as needed on each election day.

BE IT FURTHER RESOLVED, that wards one and two will always vote together at the Grashorn Civic Center site in the year 2019.

Attest: Adopted and approved this 7 th day of January, 2019		
	Alan S. Rudnick, President	
Jessica Reilly, Clerk	Richard Sadiq, Trustee	
Resolution 2 – Budget Amendment #2 for 2018 (I-Shovan/Schott/Bray) moved and seconded to a 2018.	approve Resolution 2 – Budget Amendment #2 for Motion Carried Unanimously	
VILLAGE OF SHEBOYGAN CO	ON TWO- 2019 ELKHART LAKE DUNTY, WISCONSIN	
2018 BUDGET AMENDMENT TWO		
•	tees of the Village of Elkhart Lake as follows: age of Elkhart Lake be amended as follows: ourt PT Salary) by \$500.00	
Increase Expenditure: 10-265-00-332 (Co	• / •	
Increase Revenue: 10-640-745 (St/Cty As Increase Revenue: 10-640-749 (Howards	ssessment) by \$500.00	
Attest: Adopted and Approved this 7 th day of January, 2019	Alan S. Rudnick, President	
Jessica Reilly, Clerk	Lynn Shoyan, Trustee	

TRUSTEE REPORTS: Shovan wished everyone a happy new year. Shovan asked if we have to pay them the incentive, as the Leibham property is supposedly going to be a short-term rental. Shovan expressed concern that we do not have long-term rentals or homeowners coming into the Village. Rudnick stated that Shovan should call Burg & Leibham.

Knowles has some concern about the communications for the winter parking moratorium and the communication to lift the moratorium. Rudnick stated that a PPP meeting should be held to discuss this. Rudnick wished R. Baumann a Happy Birthday. Sadiq provided a brief update on a potential sale of Siebkens.

COMMUNICATIONS – Reilly

The Wisconsin Taxpayer is available.

ADMINISTRATOR'S REPORT – Reilly

A volunteer appreciation banquet will be held. We are looking at two dates February 10th or 17th. If someone has a preference let Reilly know. No February primary election. The candidates on the ballot for April will be Richard Sadiq for President, Geoff Bray, Bobbie Stroessner, and Mike Wolf for Village Trustees. There will be no March 4th, 2019 Board meeting, due to library renovations.

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

Motion Carried Unanimously

MINUTES January 21st, 2019

Minutes of the regular meeting of the Board of Trustees of the Village of Elkhart Lake held on Monday, January 21st, 2019 at the Grashorn Memorial Civic Center in the Village of Elkhart Lake with the agenda having been duly posted on Thursday, January 17th, 2019 at National Exchange Bank and Trust, the Elkhart Lake Post Office, Wisconsin Bank and Trust and the Municipal Office between the hours of 2:45 P.M. and 3:10 P.M. and on the Village website on Thursday, January 17th, 2019 at 3:15 P.M.

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

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

The Pledge of Allegiance was recited.

Public Comment – None

COMMITTEE REPORTS

ADMINISTRATION & FINANCE - Shovan

Highlights of the January 21, 2019 meeting:

1) The Committee approved the employee's joining the phone plan with some stipulations.

PROTECTION OF PERSONS & PROPERTY – Shovan

Highlights of the January 21st, 2019 meeting:

1) The Committee reviewed the winter parking regulations and will hold another meeting to continue discussions.

TOURISM - Baumann

The Board received minutes of the December 13th, 2018 meeting.

Highlights of the January 17th, 2019 meeting:

- 1) The 2019 Visitor's Guide will be available very soon.
- 2) ELIA and Schnee Days were awarded grants.
- 3) The Commission reviewed the new website in-depth.
- 4) There were 100 weddings in 2018 and this is a segment of visitors that could have growth.
- 5) It was reported that inquiries were up 65% from 2017.

LIBRARY - Baumann

The Board received minutes of the November 12th, 2018 meeting.

Highlights of the January 14th, 2019 meeting:

- 1) The audiobook loan period was increased to 26 days.
- 2) The remodeling project should be completed by mid-March.
- 3) Circulation was up 3.4% in 2018.

NORTHERN MORAINE COMMISSION - Schott

The Board received minutes of the December 10th, 2018 meeting.

Highlights of the January 14th, 2019 meeting:

- 1) The Commission approved hiring Kapur to work on the engineering for the County A project.
- 2) The Commission reviewed the 10 year flow history and the shares seem right.
- 3) The 2018 sludge report had very good results.

TREE COMMISSION - Schott

The Board received minutes of the September 6, 2018 meeting.

Highlights of the January 16th, 2019 meeting:

- 1) The Commission set the Arbor Day program for April 26, 2019. They will host the poster contest for the 5th graders.
- 2) The Commission denied a request by WPS to remove trees in the right-of-way on Lakeshore Drive.
- 3) The Commission continued to review the plans for Ash Tree removal and replacement in the Village Park. The Commission will then look at removal of the Ash Trees from the parkways.

PLANNING COMMISSION - Rudnick

The Board received minutes of the December 19th, 2018 meeting.

Highlights of the January 9th, 2019 meeting:

- 1) The Commission approved the revisions to the Sattler Mitigation Plan.
- 2) The Commission reviewed the Conditional Use Permit changes to the zoning ordinance.
- 3) The Commission approved the R-Store Sign Permit, with a condition that no immediate neighbor complains about the light within the next 6 months.

JT. EMERGENCY RESPONSE COMMITTEE - Rudnick

The Board received minutes of the September 5th, 2018 meeting.

Highlights of the January 17th, 2019 meeting:

- 1) The Committee reviewed the quarterly budget.
- 2) The Committee reviewed the possibility of charging for fires.

PRESIDENT'S REPORT - Rudnick -

UNFINISHED BUSINESS: None

NEW BUSINESS:

Sattler Mitigation Plan – 216 S. Turtle Bay Rd - Revisions

(Shovan/Bray) moved and seconded to approve the changes to Sattler's Mitigation Plan to remove 423 square feet of impervious sufface and replace it with 353 square feet of pervious surface for a 20% reduction.

Motion Carried Unanimously

TRUSTEE REPORTS:

COMMUNICATIONS – Reilly

The Wisconsin Taxpayer and FOCUS are available.

ADMINISTRATOR'S REPORT – Reilly

The employee/volunteer recognition banquet is scheduled for February 17, 2019, the candidates on the ballot for April 2nd are Richard Sadiq for President, Geoff Bray, Bobbie Stroessner, and Mike Wolf for Trustees. There will be no Board meeting on March 4th, 2019. The Chamber Recognition Event is on February 7th.

VOUCHERS

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

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12	BAKER & TAYLOR	BOOKS, AUDIOBOOKS, VIDEOS	\$1,642.03
22	EICHHORST, LORI	CLEANING	\$325.00
24	ELKHART LAKE WATER DEPARTMENT	WATER	\$7.82
49	EMBURY, LTD.	REMODELING- 50% PAYMENT	\$31,331.89
23	ENDURACLEAN	TOILET PAPER	\$64.00
26	FRONTIER	PHONE	\$70.66
29	LAPPEN SECURITY PRODUCTS	ALARM MONITORING	\$210.00
32	MCCLONE	INSURANCE	\$151.00
3	NATIONAL EXCHANGE BANK	POSTAGE	\$5.06
4	WE ENERGIES	ELECTRICITY	\$325.72
48	WISCONSIN PUBLIC SERVICE	NATURAL GAS	\$177.72
		TOTAL LIBRARY	\$34,310.90

(Baumann/Knowles) 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:

20004	CORSON, PETERSON	ACCOUTING 3RD QTR	\$975.00
20005	EL LAKE WATER DEPARTMENT	WATER BILL - 4TH QTR 2018	\$25.86
20006	FRONTIER	PHONE & INTERNET	\$120.37
20007	HAWKINS WATER TREATMENT	CHLORINE	\$20.00
20011	L.W. ALLEN	WELL #1, #3 COMMUNICATION ISSUES REPAIR	\$1,105.48
20008	MCCLONE	INSURANCE	\$151.00
20013	U.S. CELLULAR	CELL PHONES	\$111.02
20009	VILLAGE OF ELKHART LAKE	WAGES DECEMBER	\$6,273.86
20001	WE ENERGIES	ELECTRICITY	\$918.02
20010	WPS	NATURAL GAS	\$142.02
		TOTAL WATER	\$9,842.63

(Schott/Shovan) 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:

15	BD OF COMMISSIONERS OF PUBLIC LANDS	TIF 2 SARGENTO PRINCIPAL & INTEREST	\$45,453.75

6	BOND TRUST SERVICES	TID 2, 3, 4 BOND EXP, PRINCIPAL, INTEREST	\$160,712.50
18	CORSON, PETERSON & HAMANN	TID 2, 3, 4 ACCOUNTING	\$750.00
20	EDGARTON, ST.PETER, PETAK	LEGAL TID 2 SARGENTO	\$189.00
		TOTAL CDA/TID	\$207.105.25

(Bray/Schott) 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:

44	TIME WARNER CABLE	INTERNET	\$79.10
43	THEEL AUTO	PW REPAIR TRACTOR CAB DOOR	\$475.21
42	SUPERIOR VISION INSURANCE	VISION INSURANCE	\$125.39
50	STATE OF WISCONSIN	COURT STATE ASSESSMENT	\$1,090.10
41	STATE OF WISCONSIN	COURT STATE ASSESSMENT	\$1,110.10
7	SPRING GREEN	PARKS ANNUAL SPRAYING	\$1,520.28
40	SHEBOYGAN CO UW-EXTENSION	PARKS- TRAINING WEED CONTROL- FEDERWISCH	\$15.00
39	SHEBOYGAN CO TREASURER	STREETS SAND; ELECTIONS POLL BOOKS, ADS, WISVOTE, MACHINE MAINT, SUPPLIES; COURT COUNTY ASSESSMENT	\$838.86
38	RIISER FUELS	POLICE, PW FUEL	\$742.79
37	PROS 4 TECHNOLOGY, INC	COMPUTER SERVICE	\$1,502.50
36	PROFESSIONAL DOOR SYSTEMS	POLICE- DOOR REPAIRS	\$131.50
2	POSTMASTER	POLICE POST OFFICE BOX FEE	\$116.00
35	NORTON, CLIFFORD KIVEN	COURT OVERPAY	\$1.20
34	NORTHERN MORAINE UTILITY	SEWAGE TREATMENT	\$23,013.24
33	NEW HOLSTEIN TRUE VALUE	PW REPLACE LOCK ON 216 N EAST ST	\$9.49
3	NATIONAL EXCHANGE BANK & TRUST	PHONE CASES; POLICE FUEL, BOOTH RETIRE GIFT	\$162.12
32	MCCLONE	INSURANCE	\$8,013.00
31	MBM	POLICE COPIER CHARGES 2018	\$141.51
1	LECC TRAINING FUND	POLICE TRAINING- ACTIVE THREAT MEEUSEN	\$80.00
30	LEAGUE OF WISC. MUNICIPALITIES	BOARD LEAGUE ANNUAL DUES	\$1,048.25
29	LAPPEN SECURITY PRODUCTS, INC	ALARM MONITORING	\$90.00
28	HAWLEY, KAUFMAN & KAUTZER SC	POLICE LEGAL	\$925.00
27	GROTA APPRAISALS, LLC	ASSESSMENT 1 ST QTR	\$2,400.00
26	FRONTIER	PHONE & INTERNET	\$830.65
25	FELDMANN SALES & SERVICE	STREETS SWEEPER REPAIRS	\$983.17
24	EL WATER DEPARTMENT	WATER	\$483.43
22	EICHHORST, LORI	CLEANING	\$325.00
20	EDGARTON, ST.PETER, PETAK	LEGAL GENERAL	\$990.00
21	DELAGE LANDEN FINANCIAL SERVIC	CLERK DRIVVE SOFTWARE	\$261.75
19	DEER CREEK TECHNOLOGY	POLICE DOCUMENT MANAGEMENT SOFTWARE	\$250.00
18	CORSON, PETERSON & HAMANN S.C	GENERAL ACCOUNTING	\$4,550.00
17	CERTIFIED LABORATORIES	PW AEROGUN, AEROSOL	\$172.19
16	CAL & GUS MOTORS	PW OIL CHANGE; SNOWBLOWER HEADLIGHT	\$113.25
14	BIRSCHBACH INSPECT	BUILDING INSPECTIONS	\$300.00
13	BENEFIT ADVANTAGE	FSA MONTHLY FEE	\$47.75
11	BADGER OFFICE CITY	CIVIC CENTER TABLES- ELECTIONS	\$1,420.00
10	AURORA EAP	EAP 1ST QTR	\$64.35
9	ADVANCED DISPOSAL	REFUSE, RECYCLING COLLECTION	\$5,501.90
8	ADP SCREENING & SELECTION SERV	POLICE BACKGROUND CHECK- HGROVE CLERK	\$30.30

51	U.S. CELLULAR	CREDITS FOR TAXES; POLICE CELL PHONES, WIFI; PW CELL PHONES; TOURISM CELL PHONE; FD WFI	\$682.10
4	WE ENERGIES	ELECTRICITY	\$8,290.01
45	WI DEPT. OF JUSTICE-TIME	POLICE COMPUTER TIME	\$258.00
46	WI MUNICIPAL COURT CLERKS	COURT CLERK 2019 DUES	\$45.00
47	WISCONSIN NEWSPRESS INC.	BD PUBLISH LIQUOR LICENSE APP- SIEBKENS	\$18.00
48	WISCONSIN PUBLIC SERVICE	NATURAL GAS	\$1,847.83
5	ZORN, PAT	GARAGE HEX SOCKET SET, NON-SLIP MESH	\$20.00
		TOTAL GENERAL	\$71,115.32

TOTAL PAYROLL \$74,001.01 TOTAL JAN EXPENSE \$145,116.33

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

Motion Carried Unanimously

(Schott/Bray) moved and seconded to adjourn the meeting at 7:15 p.m.

Motion Carried Unanimously

Jessica Reilly, Administrator/Clerk-Treasurer

ANNOUNCEMENTS

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, February 18, 2019 – 7:00 P.M.

MONDAY, March 18, 2019 – 7:00 P.M.

BOARD OF TRUSTEES
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 <u>Municipal Office</u> 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.

VILLAGE BOARD MEMBERS

PRESIDENT: Alan Rudnick (611 Otto Way) 876-3113
TRUSTEE: Geoff Bray (POB 736) 920-452-5397
TRUSTEE: Terri Knowles (POB 35) 876-3448
TRUSTEE: John Schott (913 Grassy Lane) 920-698-2480
TRUSTEE: Richard Sadiq (POB 188) 876-3732

TRUSTEE: Richard Sadiq (POB 188) 876-3732 **TRUSTEE:** Lynn Shovan (POB 86) 876-2056

TRUSTEE: Richard Baumann (22 Cedar Lane) 920-781-2030



Dog Licenses are due March 31st

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.)

***********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.**

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

Spring Election April 2nd, 2019

Three Village Trustees are up for election at the **April 2**nd Election.

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

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.

Garbage Collection Holiday Schedule 2019



Memorial Day – Tuesday, May 28th, 2019 Independence Day – No Effect on Service Day Labor Day- Tuesday, September 3rd, 2019 Thanksgiving Day – No Effect on Service day Christmas Day – No Effect on Service Day New Year's Day – No Effect on Service Day

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



The 2017 Elkhart Lake Water Department Consumer Confidence Report is available. To view it online visit

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 <u>clerk@elkhartlakewi.gov</u>.

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

