



VILLAGE OF ELKHART LAKE

Elkhart Lake, Wisconsin 53020

MINUTES February 4th, 2019

Minutes of the regular meeting of the Board of Trustees of the Village of Elkhart Lake held on Monday, February 4th, 2019 at the Grashorn Memorial Civic Center in the Village of Elkhart Lake with the agenda having been duly posted on Thursday, January 31st, 2019 at National Exchange Bank and Trust, the Elkhart Lake Post Office, Wisconsin Bank and Trust and the Municipal Office between the hours of 2:50 P.M. and 3:20 P.M. and on the Village website on Friday, February 1st, 2019 at 9:00 A.M.

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

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

The Pledge of Allegiance was recited.

Rudnick turned the meeting over to Schott due to laryngitis.

Approval of Minutes –

(Knowles/Baumann) moved and seconded that the January 7th & January 21st, 2019 Board minutes be approved with changes submitted by Knowles & Schott.

Motion Carried Unanimously

Treasurer's Report –

(Baumann/Bray) moved and seconded to approve the January Treasurer's Report.

Motion Carried Unanimously

Public Comment – None

COMMITTEE REPORTS

JANUARY BUILDING PERMITS – Reilly

This report was included in the Board packet on drobox.

PRESIDENT'S REPORT – Rudnick - None

UNFINISHED BUSINESS: None

NEW BUSINESS:

Operator's License - New

(Knowles/Baumann) moved and seconded to approve an operator's license for Alyssa Flaskrud for the Osthoff Resort ending on June 30, 2020.

Motion Carried Unanimously

Elkhart Lake Triathlon – June 8th, 2019

(Rudnick/Baumann) moved and seconded to approve the bike and run courses and times.
Motion Carried Unanimously

51 N. East Street Building – Furnace Issues

(Rudnick/Knowles) moved and seconded to approve obtaining another quote for the furnace and then to go ahead with the work as long as it does not exceed \$2,400.
Motion Carried Unanimously

TRUSTEE REPORTS: Baumann stated that there is a new visistor’s guide and it is nicely done. Everyone should pick up a copy. Bray stated that he had met with park equipment vendors and they discussed ADA accessibility, safety, and location. This will be part of the master park plan.

COMMUNICATIONS – Reilly
None.

ADMINISTRATOR’S REPORT – Reilly

A volunteer appreciation banquet will be held on February 17th please RSVP. 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. The chamber recognition event will be held on February 7th, 2019. Reilly also reported about the water pipe break at the old county garage.

(Bray/Baumann) moved and seconded to adjourn the meeting at 7:13 p.m.
Motion Carried Unanimously

MINUTES February 18th, 2019

Minutes of the regular meeting of the Board of Trustees of the Village of Elkhart Lake held on Monday, February 18th, 2019 at the Grashorn Memorial Civic Center in the Village of Elkhart Lake with the agenda having been duly posted on Thursday, February 14th, 2019 at National Exchange Bank and Trust, the Elkhart Lake Post Office, Wisconsin Bank and Trust and the Municipal Office between the hours of 2:10 P.M. and 2:36 P.M. and on the Village website on Thursday, February 14th, 2019 at 1:45 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. Trustee Richard Sadiq was absent.

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 February 18th, 2019 meeting:

- 1) The Committee had some guests who spoke about the opening of the depot. They would like more consistent hours and potentially a shop.
- 2) The Chamber asked to place vendor spots on both sides of Rhine Street, which since it is closed already the Committee approved this request.
- 3) The Committee is reviewing a development proposal checklist.

PROTECTION OF PERSONS & PROPERTY – Shovan

Highlights of the February 18th, 2019 meeting:

- 1) The Committee received a retirement notification and discussed future staffing.
- 2) The Committee discussed the parking ordinance, in particular they looked at a notification system that could be used to send out a mass text message when we have Village announcements.
- 3) The Committee began review of a building permit checklist.

PUBLIC WORKS – Shovan

Highlights of the February 18th, 2019 meeting:

- 1) The Committee decided to not change the sewer/water bill of a resident who was concerned about his bill.
- 2) The Committee was updated on the status of the Highway 67 project, including the increased price and the timeline.
- 3) The Committee discussed the park equipment concept plans. They briefly discussed a timeline.

JT. MUNICIPAL PLANNING & DEVELOPMENT, PUBLICS WORKS, ADMINISTRATION & FINANCE – Rudnick

Highlights of the February 18th, 2019 meeting:

- 1) The Jt. Committees discussed the master plan for the park.
- 2) The Committees also reviewed a concept plan for a Tourism/Visitor Welcome Center that would replace the current building. There was positive feedback and good comments, so the Village will continue with the process.

TOURISM – Baumann & Shovan

The Board received minutes of the January 17th, 2019 meeting.

Highlights of the February 14th, 2019 meeting:

- 1) The website will launch at the end of the month.
- 2) The Commission has a new campaign called Resorter Moments.
- 3) The Commission is working on their 2019 campaigns.

LIBRARY - Baumann

The Board received minutes of the January 14th, 2019 meeting.

Highlights of the February 11th, 2019 meeting:

- 1) Circulation was up 8.9%.
- 2) Starting on June 1st the library will open at 9 am for summer hours.
- 3) The annual report was sent to the State.
- 4) The Library has a new logo, which Baumann presented.
- 5) The remodeling project is on schedule.

NORTHERN MORAINÉ COMMISSION – Schott

The Board received minutes of the January 14th, 2019 meeting.

Highlights of the February 11th, 2019 meeting:

- 1) The Commission reviewed the 2018 financials and it looks good.
- 2) The County A project is moving forward and has an estimated cost of \$60,000- \$80,000.
- 3) The seepage cell loading report looked good.

PRESIDENT'S REPORT – Rudnick – Last evening we had our 6th annual appreciated dinner at the Osthoff, which was attending by about 100 people.

UNFINISHED BUSINESS: None

NEW BUSINESS:

Sign Permit – National Exchange Bank & Trust

(Shovan/Bray) moved and seconded to approve the proposed sign for National Exchange Bank & Trust at their new location at 274 Osthoff Avenue.

Motion Carried Unanimously

Ad-Hoc Comprehensive Planning Committee

(Bray/Baumann) moved and seconded to approve Alan Rudnick, John Schott (Chair), Lou Gentine, and Pam Garton to the ad-hoc comprehensive planning committee.

Motion Carried Unanimously

TRUSTEE REPORTS: Schott stated that the comprehensive planning ad-hoc committee met and went through the process, as well as working on a survey to send out to voters and non-voter residents. All commented that the dinner was a nice evening.

COMMUNICATIONS – Reilly

Columns and FOCUS are available.

ADMINISTRATOR'S REPORT – Reilly

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.

VOUCHERS

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

60	BADGER OFFICE CITY	OFFICE SUPPLIES- MISC PAPER	\$131.05
61	BAKER & TAYLOR	VIDEOS, BOOKS	\$1,600.15
66	DEMCO, INC	SPECIAL; OFFICE SUPPLIES; EXPENSES	\$224.84
70	EICHHORST, LORI	CLEANING	\$260.00
72	ENDURACLEAN	URINAL SCREENS	\$34.85
73	FRONTIER	PHONE	\$71.50
74	GRIMM BOOK BINDERY	FOL- NEWSPAPER BINDING	\$444.64
77	MONARCH LIBRARY SYSTEM	E- COLLECTION, SHARED AUTO, MAGAZINES	\$4,158.23
53	NATIONAL EXCHANGE BANK	KINDLE BOOK, STORAGE BOXES, PAPER TOWELS, FACEBOOK MARKETING	\$52.13
84	ROSS IMAGING	LIBRARY COPIER CONTRACT OVERAGE	\$52.75
91	VIKING ELECTRIC SUPPLY	OUTSIDE LIGHTS	\$63.08
56	WE ENERGIES	ELECTRICITY	\$359.66

97	WISCONSIN PUBLIC SERVICE	NATURAL GAS	\$175.93
		TOTAL LIBRARY	\$7,628.81

(Baumann/Schott) 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:

20020	DIGGERS HOTLINE, INC.	DIGGERS FEES	\$267.20
20022	FRONTIER	PHONE & INTERNET	\$120.37
20023	HAWKINS WATER TREATMENT	NOZZLE, O-RING; CHEMICALS	\$410.00
20016	NATIONAL EXCHANGE BANK	SUPPLIES- SCREWS; POSTAGE	\$274.28
20024	U.S. CELLULAR	CELL PHONE	\$64.52
20021	VILLAGE OF ELKHART LAKE	JANUARY WAGES, BENEFITS	\$4,537.92
20017	WE ENERGIES	ELECTRICITY	\$1,027.89
20027	WI RURAL WATER ASSOCIATION	TRAINING- TECHNICAL CONFERENCE- ZORN	\$250.00
20026	WI EMERGENCY MANAGEMENT	TIER II FILING FEE	\$410.00
20025	WISCONSIN PUBLIC SERVICE	NATURAL GAS	\$141.48
		TOTAL WATER	\$7,503.66

(Schott/Bray) 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:

64	CORSON, PETERSON & HAMANN	TID 2, 3, 4 ACCOUNTING	\$750.00
69	EDGARTON, ST.PETER, PETAK	LEGAL TID 2 VICTORY NORTH	\$330.00
55	WEDC	CDA CONNECT COMMUNITIES	\$200.00
		TOTAL CDA/TID	\$1,280.00

(Shovan/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:

57	ADP SCREENING & SELECTION	POLICE BACKGROUND CHECK- HG CLERK	\$10.10
58	ADVANCED DISPOSAL	REFUSE, RECYCLING, YARD WASTE COLLECTION	\$5,501.90
59	AURORA HEALTH CARE	STREETS ANNUAL CONSORTIUM FEE	\$60.00
99	BENEFIT ADVANTAGE	FSA MONTHLY FEE	\$35.00
62	BIRSCHBACH INSPECT SER	BUILDING INSPECTIONS	\$950.00
63	BOUND TREE MEDICAL	FR TRAINER MANIKIN (FROM DONATIONS)	\$3,857.70
64	CORSON, PETERSON & HAMANN	GENERAL ACCOUNTING	\$1,500.00
98	CREATIVE PRODUCT SOURCING	POLICE DARE T SHIRTS	\$380.93
65	DAD S EXCAVATING	STREETS SNOW REMOVAL	\$192.50
67	DELAGE LANDEN FINANCIAL	CLERK DRIVVE SOFTWARE	\$261.75
68	DELUXE	CLERK DEPOSIT TICKETS- ACCT 160733	\$11.63
69	EDGARTON, ST.PETER, PETAK	LEGAL GENERAL	\$1,693.50
70	EICHHORST, LORI	CLEANING	\$260.00
52	EL LAKE CHAMBER OF COMMERCE	CHAMBER ANNUAL MEETING- REILLY, KNOWLES	\$90.00
71	EMERGENCY SERVICES MARKET	FR IAMRESPONDING ANNUAL FEE	\$810.00
72	ENDURACLEAN	GARAGE HAND SOAP	\$38.90
73	FRONTIER	PHONE & INTERNET	\$830.40
75	HAWLEY, KAUFMAN & KAUTZER	POLICE LEGAL	\$396.25

76	MIKE BURKART FORD	POLICE SQUAD MAINTENANCE	\$145.45
78	MONROE TRUCK EQUIP	RAM ON STERLING; WING, TARP FOR KENWORTH	\$13,448.98
79	NAPA AUTO PARTS OF PLYMOUTH	PW ELECTRICAL, HEADLIGHT CONNECTORS FOR '12CHEVY	\$10.85
53	NATIONAL EXCHANGE BANK	GARAGE MISC PARTS; POLICE TRAINING LUNCH, CLASS FEES- AUCH, CHIEF'S ASSOC DUES, CONF REG; UNIFORM PANTS, VEST, BELT	\$754.21
80	NORTHERN MORAINI UTILITY	SEWAGE TREATMENT	\$21,902.63
81	POMP S TIRE SERVICE	POLICE SQUAD NEW TIRES	\$798.12
82	PROS 4 TECHNOLOGY	IT SERVICES	\$1,540.98
83	RIISER FUELS	PW, POLICE FUEL	\$1,674.24
85	SHEBOYGAN CO TREASURER	COURT CO ASSESSMENT; STREET SALT	\$1,066.94
86	STATE OF WISCONSIN	COURT STATE ASSESSMENT	\$956.60
87	STREICHERS	POLICE UNIFORMS- NIEMI	\$59.97
88	SUPERIOR VISION INSURANCE	VISION INSURANCE	\$125.39
89	TIME WARNER CABLE	INTERNET	\$79.10
54	TRANSAMERICA LIFE INS	CRITICAL ILLNESS	\$47.00
90	U.S. CELLULAR	POLICE, PW, TOURISM CELL PHONES; POLICE, FD WIFI	\$396.34
91	VIKING ELECTRIC SUPPLY	DESK LIGHT BULBS, OUTSIDE & PD GARAGE LIGHT BULBS	\$530.71
56	WE ENERGIES	ELECTRICITY	\$8,735.60
57	WE ENERGIES	HOLIDAY DECORATIONS ELECTRICITY	\$362.87
92	WEBER WOOD CUTTING	TREE CUTTING VILLAGE PARK	\$1,875.00
94	WI MUNICIPAL JUDGES ASSOC	COURT MUNICIPAL JUDGE DUES	\$100.00
100	WISCONSIN BANK & TRUST	NORTHERN MORAINI LOAN PRINCIPAL & INTEREST	\$61,302.96
93	WI DEPARTMENT OF REVENUE	MANUFACTURING ASSESSMENT	\$1,176.28
97	WISCONSIN PUBLIC SERVICE	NATURAL GAS	\$1,853.52
95	WISCONSIN SUPREME COURT	COURT JUDGE CONTINUING EDUCATION	\$700.00
96	WOLVERINE FIREWORKS	FIREWORKS	\$9,250.00
TOTAL GENERAL			\$145,774.30
TOTAL PAYROLL			\$67,265.28
TOTAL FEB EXPENSE			\$212,381.61

(Bray/Schott) moved and seconded to approve the general vouchers for February 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, April 1, 2019 – 7:00 P.M.

BOARD OF TRUSTEES

WEDNESDAY April 10, 2019 – 7:00 P.M.

PLANNING COMMISSION

MONDAY, April 15, 2019 – 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.

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: Lynn Shovan (POB 86) 876-2056

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



Arbor Day Celebration

Friday, April 26th, 2019

10:30am

Village Square Park

Everyone is welcome!

*******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. 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 2nd Election.*

*Candidates for Village Trustee are
Bobbie Stroessner, Geoff Bray, & Mike Wolf
Candidate for Village President is Richard Sadiq*

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. 6, 2018):

- 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 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 or call (866) VOTE-WIS or 920-876-2122.

🔨🔨🔨🔨🔨 **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.



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 clerk@elkhartlakewi.gov.



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.)

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

