



## VILLAGE OF ELKHART LAKE

Elkhart Lake, Wisconsin 53020

### MINUTES May 4<sup>th</sup>, 2020

Minutes of the regular meeting of the Board of Trustees of the Village of Elkhart Lake held on Monday, May 4<sup>th</sup>, 2020 via zoom conference with the agenda having been duly posted on Thursday, April 30<sup>th</sup>, 2020 at National Exchange Bank and Trust, the Elkhart Lake Post Office, and the Municipal Office between the hours of 2:45 P.M. and 3:02 P.M. and on the Village website on April 30<sup>th</sup>, 2019 at 2:30 P.M.

President Sadiq called the meeting to order at 6:00 P.M. with the following Trustees present: Geoff Bray, John Schott, Lynn Shovan, Bobbie Stroessner, Terri Knowles, and Mike Wolf.

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

### Approval of Minutes –

(Schott/Stroessner) moved and seconded that the April 20<sup>th</sup> & 21<sup>st</sup>, 2020 Board minutes be approved.  
Motion Carried Unanimously

### Treasurer's Report –

(Shovan/Schott) moved and seconded to approve the April Treasurer's Report.  
Motion Carried Unanimously

### Public Comment – None

### ANNUAL REPORTS

#### Administrator/Clerk-Treasurer– Reilly

Reilly reported that her annual report was in dropbox, but stated there were some highlights as the long-anticipated subdivision will be breaking ground very soon. If anyone has any questions, please let her know.

### COMMITTEE REPORTS

#### *APRIL BUILDING PERMITS* – Reilly

This report was included in the Board packet in dropbox.

#### *ADMINISTRATION & FINANCE*– Shovan

Highlights of the May 4<sup>th</sup>, 2020 meeting:

- 1) The Committee reviewed and recommends to begin charging the school for funding of the School Resource Officer, phasing this in over a three-year period.
- 2) The Committee discussed the Village Beach swim area and boat lift. The Committee recommends accepting the donation of the boat lift and revising the swim area if necessary for this new lift.
- 3) The Committee recommends approval of providing ELIA some additional funding.
- 4) The Committee recommends approval of changing the room tax annual report ordinance.
- 5) The Committee reviewed the Elkhart Lake events for 2020. These will have to continue being discussed as the event dates approach.
- 6) The Committee reviewed the 2020 budget impacts due to COVID-19.

- 7) The Committee approved the Arbor Day proclamation.
- 8) The Committee recommends signing off on the Lincoln Street quit claim document, in regards to ownership of the property.

*PUBLIC WORKS*– Schott

Highlights of the May 4<sup>th</sup>, 2020 meetings:

- 1) The Committee reviewed the water quality concerns raised by Tom Wiese.
- 2) The Committee recommended approval of the catch basins and road project on Woodview & Kettleview Courts.
- 3) The Committee discussed the public works accident.
- 4) The Committee recommends approval of the 2019 Water Consumer Confidence Report.

*TOURISM COMMISSION* –Knowles

The Board received minutes of the April 1<sup>st</sup> & 16<sup>th</sup>, 2020 meetings.

Highlights of the May 1<sup>st</sup>, 2020 meeting:

- 1) The Commission met and discussed the Governor’s Bounce Back Plan and Re-Open WI Plan, and Industry Best practices.
- 2) The Commission also discussed the impact to Elkhart Lake events, including Firemen’s Picnic.

*CDA* –Knowles

The Board received minutes of the January 10<sup>th</sup>, 2018 meeting.

Highlights of the April 28, 2020 meeting:

- 1) The CDA reviewed outstanding loans and vacant store fronts.
- 2) The CDA recommends approval of the Business Start-Up Loan for QM2 Solutions.
- 3) The CDA discussed potential guidelines for CDA disaster funding and declined to pursue this funding option. They stated the Board should look to develop something that includes all Elkhart businesses.

*PRESIDENT’S REPORT* – Sadiq

Sadiq stated he is sad to see the fireworks canceled. He also addressed the large crowds that had gathered in the Village over the past weekend and stated the Board will need to discuss how to address this. There were 40-50 cars by Siebkens hosting their own car show.

**UNFINISHED BUSINESS: None**

**NEW BUSINESS:**

CDA Business Start-Up Loan – Development Agreement – QM2 Solutions – James Benson – 90 W. Rhine Street (Schott/Bray) moved and seconded to approve the development agreement for QM2 Solutions for a business start-up loan for James Benson.

Motion Carried Unanimously

Arbor Day Proclamation

Sadiq proclaimed that Arbor Day in the Village is April 24, 2020.

2019 Water Consumer Confidence Report

(Bray/Knowles) moved and seconded to the 2019 Water Consumer Confidence Report.

Motion Carried Unanimously

SRO School Funding

(Knowles/Wolf) moved and seconded to approve the three-year implementation of school resource officer funding for the Elkhart Lake-Glenbeulah School District, with a caveat that the Board will review this if a future referendum would fail.

Motion Carried Unanimously

#### ELIA Funding

(Wolf/Stroessner) moved and seconded to approve the additional funding for ELIA based on giving 50% back of the prior year's boat patrol expense.

6-0-1 By Roll Call Vote

4 ayes (Bray, Shovan, Stroessner, Knowles,  
Sadiq, Wolf)

1 recuse (Schott)

Motion Carried

#### Beach Boat Lift

Bray stated that a lift handle can be changed to the other side. This item was tabled for more discussion about the impact of moving the boat lift on the swim area.

#### Elkhart Lake Event Update

The Board discussed the cancellation of the Firemen's Picnic. The Board signs the fireworks contract and discussed the potential to keep the fireworks or cancel the contract as well. The Board discussed that the firemen donate the majority of the money to the fireworks and without them it would be difficult. The Board also discussed the fact that it is hard to social distance for the fireworks in Elkhart as there are only a few main vantage points. Due to these reasons the Board discussed the cancellation of the contract.

(Stroessner/Shovan) moved and seconded with great sadness that the fireworks contract be cancelled.

Motion Carried Unanimously

**TRUSTEE REPORTS:** Many of the trustees discussed the groups coming into Elkhart. They also discussed the Please Keep Elkhart Safe and the potential to put some signs around the Village.

**COMMUNICATIONS** – Reilly- None

**ADMINISTRATOR'S REPORT** – Reilly

The Village is planning how to safely reopen when the time comes.

#### Lincoln Street- Notice of Claim & Sidewalk Easement

Reilly stated that per Don Albright of Kapur we would not need an easement. A sidewalk would fit in the area of the right-of-way. Reilly also reported that the Village would require a CSM for the transfer of the property.

(Shovan/Schott) moved and seconded to approve the quit claim deed for the property in question for Lincoln Street.

Motion Carried Unanimously

(Schott/Wolf) moved and seconded to adjourn the meeting at 6:37 p.m.

Motion Carried Unanimously

Jessica Reilly, Administrator/Clerk-Treasurer

**MINUTES May 18<sup>th</sup>, 2020**

Minutes of the regular meeting of the Board of Trustees of the Village of Elkhart Lake held on Thursday, May 14<sup>th</sup>, 2020 via zoom conference with the agenda having been duly posted on Thursday, May 14<sup>th</sup>, 2020 at National Exchange Bank and Trust, the Elkhart Lake Post Office, and the Municipal Office between the hours of 9:00 A.M. and 9:05 A.M. and on the Village website on Thursday, May 14<sup>th</sup>, 2020 at 9:10 A.M.

President Sadiq called the meeting to order at 12:03 P.M. with the following Trustees present: Geoff Bray, John Schott, Lynn Shovan, Bobbie Stroessner, Terri Knowles, and Mike Wolf.

Others in attendance include: Steve Steinhardt; Emmitt Feldner; Chief Michael Meeusen; Pat Zorn; Jessica Reilly, Administrator/ Clerk-Treasurer.

**UNFINISHED BUSINESS:**

Discussion of the Supreme Court Ruling, Possible Extension of the Village Emergency Order, COVID 19 Event Impact to Village

Steinhardt stated that the Public Health Department was developing guidance for communities. This would be a phased approach that allow places to reopen as long as a metric is being followed.

Schott asked about what happens if there is a spike in a community. Steinhardt stated that a public health order could be issued if the business was not following guidance.

Chief Meeusen and Reilly discussed the safer at home ruling. Meeusen reported that the County will be coming out with guidelines on Friday for how businesses should be operating. The Board discussed extending the Village emergency order and decided against it at this time. The Board reviewed what they should do for the playground equipment, park equipment, sports, restaurants, bars, and churches. There was a discussion about the public perception of restaurants and bars being open.

(Shovan/Stroessner) moved and seconded to continue to leave the parks, playground equipment and the basketball courts closed at this time.

Motion Carried Unanimously

The Board also discussed keeping the Civic Center closed and encouraging people to wear masks in Village buildings. The Board will also continue to meet via zoom.

Reilly reviewed the potential banners and yard signs. The Board decided on a design to have printed and put up as soon as possible.

Sadiq reported on his meeting with Road America and their plans going forward.

Meeusen & Reilly will review the County's guidelines and have more information for the Board at their meeting on Monday.

The Board will discuss this more at their meeting on Monday, May 18, 2020.

**NEW BUSINESS: None**

(Bray/Wolf) moved and seconded to adjourn the meeting at 12:49 p.m.

Motion Carried Unanimously

### **MINUTES May 18<sup>th</sup>, 2020**

Minutes of the regular meeting of the Board of Trustees of the Village of Elkhart Lake held on Monday, May 18<sup>th</sup>, 2020 via zoom conference with the agenda having been duly posted on Thursday, Thursday, May 14, 2020 at National Exchange Bank and Trust, the Elkhart Lake Post Office, and the Municipal Office between the hours of 4:15 P.M. and 4:30 P.M. and on the Village website on Thursday, May 14<sup>th</sup>, 2020 at 3:45 P.M.

President Sadiq called the meeting to order at 5:00 P.M. with the following Trustees present: Geoff Bray, John Schott, Bobbie Stroessner, Lynn Shovan, Terri Knowles, and Mike Wolf.

Others in attendance include: Karen Jacobsen-Menne; Mike Koehler; Kate & Mike Baer; Pat Zorm; Chief Michael Meeusen; Emmitt Feldner; Jessica Reilly, Administrator/ Clerk-Treasurer.

**Public Comment** – None

### **ANNUAL REPORTS**

#### ELGAA-Josh Tegen

Tegen provided the annual report via dropbox, if anyone has any questions.

### **COMMITTEE REPORTS**

#### *LIBRARY* –Stroessner

The Board received minutes of the April 13<sup>th</sup>, 2020 meeting.

Highlights of the May 14<sup>th</sup>, 2020 meeting:

- 1) The Board elected Marjean Poutain as the President and Sarah Rudnick as Vice President.
- 2) The Library also discussed potentially reopening.

#### *TOURISM COMMISSION* –Knowles

The Board received minutes of the April 1<sup>st</sup>, 16<sup>th</sup>, & May 1<sup>st</sup>, 2020 meetings.

Highlights of the May 14<sup>th</sup>, 2020 meeting:

- 1) The Commission met and reviewed their room tax and made budget adjustments.
- 2) The Commission continues to monitor stay safe at home messaging and the reopening of area businesses.
- 3) The Visitor Center is planning to reopen on June 1<sup>st</sup>.
- 4) The Commission also began discussions of the CUP 90' Monopole application.

#### *ADMINISTRATION & FINANCE* – Schott

Highlights of the May 18<sup>th</sup>, 2020 meeting:

- 1) The Committee met and recommended the renewal insurance proposal with the Beazley cyber insurance proposal for a total of \$70,080.

#### *PROTECTION OF PERSONS & PROPERTY*– Bray

Highlights of the May 7<sup>th</sup>, 2020 meetings:

- 1) The Committee met and reviewed the swim area and boat lift.
- 2) The Committee discussed the impact of COVID-19 on events and having people stay safe and stay home.

*NORTHERN MORAINÉ COMMISSION – Schott*

The Board received minutes of the April 13<sup>th</sup>, 2020 meeting.

Highlights of the May 11<sup>th</sup>, 2020 meeting:

- 1) The Commission has not heard from the DNR on its CMAR from 2018.
- 2) The Commission discussed their tree trimming and the 5 year report of the non-domestic wastewater contributor.

*PLANNING COMMISSION –Sadiq*

The Board received minutes of the March 11<sup>th</sup>, 2020 meeting.

Highlights of the May 13<sup>th</sup>, 2020 meeting:

- 1) There was an update on Victory Park breaking ground.
- 2) Sign permits were approved for Small Town Big Family, the Shore Club, and Lion’s Park.
- 3) The Commission reviewed and is recommending a change to the zoning ordinance.
- 4) The Commission reviewed and is recommending allowing patios in the front yards.
- 5) The Commission began discussion of the CUP request from WE Energies 90’ Monopole.

*PRESIDENT’S REPORT – Sadiq –None*

**UNFINISHED BUSINESS:**

Review County Guidelines for Re-Opening/Discuss possible Approval of Village Emergency Order/COVID-19 Updates

The Board reviewed the County’s guidelines of only opening at 25% capacity. Shovan explained the restaurants meeting regarding reopening. Lake Street Café will be doing contact tracing.

(Bray/Shovan) moved and seconded to follow the guidelines established by Sheboygan County and the WEDC.

Motion Carried Unanimously

The Board also reviewed the Village’s plans for the Village parks, playgrounds and offices. Reilly explained that with the standards the playground equipment should remain closed. The office will work on reopening to the public on June 1<sup>st</sup>. Koehler stated that he would like the basketball courts opened to shooting and games between those in the same household. He is not expecting 5 on 5 games.

(Bray/Shovan) moved and seconded to keep the playground equipment closed, but to allow the basketball courts at JVP to be open with signage that it is for shooting and games between people of the same household.

6-1 By Roll Call Vote  
6 ayes (Bray, Shovan, Stroessner, Knowles,  
Sadiq, Schott)  
1 nay (Wolf)  
Motion Carried

**NEW BUSINESS:**

Approval of Agent – Richard Nick – Elkhart Lake Family Park LLC., DBA Elkhart Lake Firemen’s Park  
(Schott/Bray) moved and seconded to approve Richard Nick as agent for Elkhart Lake Family Park LLC., DBA Elkhart Lake Firemen’s Park.

Motion Carried Unanimously

CLASS “B” Combination Beer and Liquor License Elkhart Lake Family Park LLC., DBA Elkhart Lake Firemen’s Park

(Bray/Shovan) moved and seconded to approve the CLASS “B” Combination Beer and Liquor License Elkhart Lake Family Park LLC., DBA Elkhart Lake Firemen’s Park.

Motion Carried Unanimously

Liquor Dispensation

There was discussion about having liquor dispensation in the Village. Meeusen stated he would be supportive of it being everywhere in the Village. The Board discussed in length the pros and cons of allowed liquor dipensation in the downtown area or throughout the Village.

(Shovan/Schott) moved and seconded to approve the liquor dispensation in the Village through June 15<sup>th</sup>.

There was greater discussion. Wolf stated that we should not be allowing people to drive into the Village and open their trunks and drink. We have been asking people to stay home and now we are allowing people to drink anywhere. Knowles also stated she did not support drinking throughout the Village.

(Shovan/Schott) amended their motion to allow liquor dispensation only in the two downtown parking lots (square parking and Brown Baer parking) until June 15<sup>th</sup>.

6-1 By Roll Call Vote

6 ayes (Bray, Shovan, Stroessner, Knowles,  
Sadiq, Schott)

1 nay (Wolf)

Motion Carried

Extension of Liquor License Premises – Lake Street Café – 21 S. Lake Street

The Board discussed the extension of the liquor license premise to the parking lot of Lake Street Café. Wolf expressed concern about this, as there is always a shortage of parking and now more spots will be unavailable on the street.

5-1-1 By Roll Call Vote

5 ayes (Bray, Schott, Stroessner, Knowles,  
Sadiq)

1 nay (Wolf)

1 recuse (Shovan)

Motion Carried

Insurance Proposal

Reilly explained the insurance proposal that was recommended by the Administration & Finance Committee.

(Schott/Knowles) moved and seconded to approve the insurance proposal renewal and new cyber crime policy for a total of \$70,080.

Motion Carried Unanimously

**TRUSTEE REPORTS:** Bray stated that Administration needs to work on a better quality for the Zoom meetings. Bray stated the technology needs to be investigated for the Board room.

**COMMUNICATIONS** – Reilly- None

**ADMINISTRATOR’S REPORT** – Reilly

Reilly stated the Board of Review will be adjourned to June 24<sup>th</sup> from 5 -7 pm. The open book will be by phone with Les on June 2<sup>nd</sup> from 2 – 4 pm.

**VOUCHERS**

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

7347	ELKHART LAKE POST MASTER	WATER FUND POSTAGE DUE ACCOUNT	\$ 5.00
7348	NATIONAL EXCHANGE BANK & TRUST	CREDIT CARD	\$ 26.75
7349	WE ENERGIES	ELECTRICITY	\$ 817.18
7350	AWWA	WATER AWWA MEMBERSHIP- REILLY	\$ 90.00
7351	CORE & MAIN, LP	WATER METER WASHERS	\$ 58.88
7352	DAD'S EXCAVATING INC.	WATER EXCAVATION FOR WATER LINER-SMITH	\$ 1,104.54
7353	FRONTIER	WATER PHONE & INTERNET	\$ 126.37
7354	HAROLD'S LANDSCAPING LLC	WATER TOPSOIL @ FLUSHABLE HYDRANTS	\$ 78.00
7355	STEVE NEILS	WATER BREAKER FOR NEW MIXER N TOWER	\$ 57.50
7356	U.S. CELLULAR	WATER CELL PHONE	\$ 64.50
7357	VILLAGE OF ELKHART LAKE	WATER WAGES, BENEFITS, TAXES	\$ 20,480.94
7358	WISCONSIN PUBLIC SERVICE	WATER NATURAL GAS	\$ 72.72
		TOTAL WATER	\$ 22,982.38

(Schott/Shovan) moved that the Water Utility vouchers be approved and paid as presented.  
 Motion Carried 6-0-1 By Roll Call Vote  
 4 ayes (Sadiq, Shovan, Schott, Bray, Stroessner, Knowles)  
 1 abstain (Wolf)

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

24134	BOND TRUST SERVICES CORP	TID #2 & #3 LOAN BOND PAYMENT 2014	\$ 86,312.50
24150	DEMPSEY LAW FIRM, LLP	LEGAL GENERAL, TID 2	\$ 1,080.00
24166	KAPUR & ASSOCIATES	TID 2 ENGINEERING	\$ 2,670.50
		TOTAL CDA/TID	\$ 90,063.00

(Knowles/Shovan) moved that the CDA/TID vouchers be approved and paid as presented.  
 Motion Carried 6-0-1 By Roll Call Vote  
 4 ayes (Sadiq, Shovan, Schott, Bray, Stroessner, Knowles)  
 1 abstain (Wolf)

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

24135	ELKHART LAKE POST MASTER	CLERK FUND POSTAGE DUE ACCOUNT	\$ 20.00
24136	MIRSBERGER SALES & SERVICE	PW FLAT RACK FOR 2012 CHEVY	\$ 2,695.00
24137	NATIONAL EXCHANGE BANK & TRUST	CREDIT CARD	\$ 1,303.48
24138	ROLYAN BUOYS	PARKS BUOYS	\$ 870.00
24139	SUPERIOR VISION INSURANCE	VISION INSURANCE	\$ 125.39
24140	TRANSAMERICA LIFE INSURANCE CO	LIFE INSURANCE	\$ 47.00
24141	WE ENERGIES	ELECTRICITY	\$ 7,986.55
24142	ADVANCED DISPOSAL	REFUSE, RECYCLING, YARD WASTE COLLECTION	\$ 6,408.11
24143	AIRGAS USA LLC	FR OXYGEN	\$ 384.07
24144	AURORA HEALTH CARE	PW/POLICE DRUG TEST/PHYSICALS	\$ 161.00
24145	BAKER & TAYLOR	LIBRARY BOOKS, AUDIOBOOKS	\$ 817.55



24146	BENEFIT ADVANTAGE	FSA MONTHLY FEES	\$ 35.00
24147	D & M SNOWPLOWING, INC	SANITATION- ROLL LAWN AFTER LEAK REPAIR	\$ 75.00
24148	DE LAGE LANDEN FINANCIAL	CLERK DRIVVE SOFTWARE	\$ 261.75
24149	DEMCO, INC	LIBRARY PROGRAMS, OFFICE SUPPLIES	\$ 116.45
24150	DEMPSEY LAW FIRM, LLP	LEGAL GENERAL, TID 2	\$ 1,594.00
24151	DREXEL BUILDING SUPPLY INC KIE	ELECTIONS SHIELD SUPPLIES	\$ 7.80
24152	EAST CENTRAL PUMPING INC	SANTITATION- SEWER CLEANING	\$ 4,836.95
24153	EICHHORST, LORI	CLEANING	\$ 540.00
24154	ELKHART LAKE POST MASTER	LIBRARY BOX FEE, FD BULK MAILING FEE	\$ 360.00
24155	ELKHART LAKE WATER DEPARTMENT	2ND QTR HYDRANT RENTAL, JT OP EXP	\$ 29,917.00
24156	EMERGENCY COMM SYSTEMS INC	EM SIREN CONTROL	\$ 1,175.00
24157	ENDURACLEAN	HAND SANITIZER	\$ 156.38
24158	FEDERAL SIGNAL CORPORATION	EM SIREN, CABLES, BRACKETS	\$ 2,270.32
24159	FIRST STREET STUDIO	BOARD SOCIAL DISTANCE BANNERS	\$ 470.00
24160	FRONTIER	PHONE & INTERNET	\$ 912.55
24161	GINAS CUSTOM FRAMING	COURT RESTITUTION	\$ 487.00
24162	GPM INVESTMENTS	POLICE, PW FUEL	\$ 440.90
24163	HAROLD'S LANDSCAPING LLC	STREETS TOPSOIL	\$ 78.00
24164	HAWLEY, KAUFMAN & KAUTZER SC	POLICE LEGAL	\$ 636.00
24165	JOS. SCHMITT & SONS CONSTRUCTION	BOARD FACILITIES STUDY	\$ 275.00
24167	LAKESIDE INTERNATIONAL, LLC	GARAGE VEHICLE MAINT- 2018 INTERNATIONAL	\$ 516.79
24168	MIDWEST TAPE	LIBRARY VIDEOS	\$ 481.76
24169	MILLER-BRADFORD & RISBERG, INC	GARAGE VEHICLE MAINT- BACKHOE	\$ 3,350.00
24170	NEW HOLSTEIN TRUE VALUE	STREETS EXP- COUPLINGS	\$ 283.63
24171	NORTHERN MORAINNE UTILITY	SEWAGE TREATMENT	\$ 21,071.61
24172	PFEIFER'S MILL	PARKS CRABGRASS KILLER	\$ 335.20
24173	PROS 4 TECHNOLOGY, INC	IT SERVICES	\$ 1,576.25
24174	PSYCHOLOGICAL RESOURCES	POLICE PHYSICALS	\$ 405.00
24175	REILLY, JESSICA	BOARD DOMAIN NAME CC	\$ 400.00
24176	SHEB CO LAW ENFORCEMENT ASSOC	PD/FR COVID COINS	\$ 73.08
24177	SHEBOYGAN COUNTY TREASURER	ELECTIONS, POLICE, COURT, STREETS	\$ 1,007.05
24178	SHERWIN INDUSTRIES	STREETS HANDICAP STENCIL	\$ 112.99
24179	STATE OF WISCONSIN	COURT STATE ASSESSMENT	\$ 1,147.60
24180	THE UNIFORM SHOPPE	POLICE PT UNIFORMS	\$ 322.55
24181	TIME WARNER CABLE	INTERNET	\$ 110.75
24182	U.S. CELLULAR	CELL PHONES	\$ 454.39
24183	UNEMPLOYMENT INSURANCE	FD UNEMPLOYMENT- C SCHMITT	\$ 92.80
24184	WE ENERGIES	STREETS ELECTRICITY- LED STREET LIGHTS	\$ 88.67
24185	WEISS, DEREK	COURT REFUND OVERPAY	\$ 60.00
24186	WISCONSIN HISTORICAL FOUNDATION	BOARD EXP WI HISTORICAL SOCIETY	\$ 65.00
24187	WISCONSIN PUBLIC SERVICE	NATURAL GAS	\$ 799.61
24188	WITKOWSKI INSPECTION AGENCY, LLC	BUILDING INSPECTIONS	\$ 300.00
24189	REGISTER OF DEEDS SHEB. CTY.	RECORDING FEES TID & VILLAGE EXPENSES	\$ 30.00
24190	SUPERIOR VISION INSURANCE	VISION INSURNACE	\$ 125.39
		TOTAL GENERAL & LIBRARY	\$ 98,673.37

TOTAL PAYROLL \$111,993.66  
TOTAL MAY EXPENSE \$210,667.03

(Bray/Schott) moved and seconded to approve the general & library vouchers for May and pay as presented.

Motion Carried 6-0-1 By Roll Call Vote  
4 ayes (Sadiq, Shovan, Schott, Bray, Stroessner, Knowles)  
1 abstain (Wolf)

(Wolf/Knowles) moved and seconded to adjourn the meeting at 6:19 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, June 15, 2020 – 6:00 P.M.	BOARD OF TRUSTEES
MONDAY, July 6, 2020 – 6:00 P.M.	BOARD OF TRUSTEES
WEDNESDAY, July 8, 2020 – 6:00 P.M.	PLANNING COMMISSION
MONDAY, July 20, 2020 – 6:00 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:** Richard Sadiq (POB 188) 876-3732

**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:** Mike Wolf (POB 506) 920-207-2311

**TRUSTEE:** Lynn Shovan (POB 86) 920-207-4561

**TRUSTEE:** Bobbie Stroessner (POB 452) 920-917-0070

## Village of Elkhart Lake- response to COVID-19

Village employees are working hard and collaborating regularly with local health care providers, schools, churches, nonprofit service organizations, and other community partners to be as prepared as possible if and when the coronavirus reaches Elkhart Lake. Village President Richard Sadiq stated, “This is a team effort and we are working together to do the best we can for our community and to protect the health and wellbeing of residents and visitors to Elkhart Lake.”

This coronavirus is a new virus that had not been previously identified in humans. It causes the infectious COVID-19 disease, which is characterized by symptoms such as a fever, cough and shortness of breath. The illness can be more severe for some people and can lead to pneumonia or breathing difficulties. More rarely, the disease can be fatal. People over 60 and people with medical conditions such as asthma, diabetes, cancer, lung or heart disease, recent surgeries, and compromised immune systems are more vulnerable to becoming severely ill.

We would like to remind all that people should:

- Wash your hands often with soap and water for at least 20 seconds, especially before eating and after going to the bathroom, blowing your nose, coughing, or sneezing.
- If you do not have soap and water, use an alcohol-based hand sanitizer with at least 60% alcohol. Always wash hands with soap and water if hands are visibly dirty.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Avoid close contact with people who are sick.
- Stay home when you are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.
- Please practice social distancing.

We can't stress enough that YOU, each one of us, play a big role in this virus being manageable for our healthcare system. Please be smart about your choices; do not visit assisted living/long term care facilities. Do not go to areas where many people congregate. Do not shake hands. Do not go to the ER if you are not sick. Due to the nature of this virus, the Village of Elkhart Lake is looking to take steps to “flatten the curve.” The Village of Elkhart Lake is taking action by issuing an emergency declaration. This provides the Village the ability to take action if necessary, with the ever changing situation. The Village has been practicing social distancing, thorough cleaning, installed hand sanitizer stations, and a stay home if you are sick policy.

The Police will remain on duty, but any business with the Police or court should be addressed through the phone or email. The email is [elpd@elkhartlakewi.gov](mailto:elpd@elkhartlakewi.gov) and the phone number is 920-876-2244.

Village Departments will continue to work through this time, but the situation will be re-evaluated on a daily basis. The Village wants to do our part to slow the spread of this virus. If there is exponential growth then the health care systems will struggle to handle the surge.

Elkhart Lake is a real community, where people help each other. We join together when times are tough. We will work to help our local businesses through this time and we will work to support each other in any way we can. If you have any questions, please contact Jessica Reilly at 920-876-2122.

**Update: On May 18, 2020, the Village Board approved the guidelines set by Sheboygan County, WEDC, and CDC.**

The Board set capacity limits at all Village Parks, including the resident beach. The playground equipment is now open, but **please know that you are using this equipment at your own risk.** In regards to the basketball court at June Vollrath Park they will remain open for shooting and family unit games, if social distancing begins to be a problem on the courts the Board will close the courts again. The capacity for the resident beach will be 60 people, Village Square Park 50 people, Lions Park 100 people, and June Vollrath Park 100 people. These capacities are to ensure social distancing can occur. Signs are posted at the parks about the capacity and reminding people to social distance. **The restrooms at Lion's Park need to remain closed at this time,** as the WEDC guidelines state restrooms need to be sanitized every two hours, which at this point is not possible. **Check with ELGAA for information on the restrooms at June Vollrath Park.**

The Village has put hand sanitizer dispensers in the Village Square Park and the downtown area. The Village is working on getting additional sanitizing stations available for Lion's Park and June Vollrath Park.

**The restrooms at the Civic Center will be open on Saturday mornings from 9 a.m. until 12 p.m. only and are cleaned once per week. Use these restrooms at your own risk.**

**The Village is selling beach passes. The restrooms at the beach will be open from 11 a.m. through 5 p.m. and will be cleaned before opening and at around 2 p.m. daily. Again, these restrooms are available to use at your own risk. If you have questions, please call 920-876-2122.**

The Village Square parking lot will be closing in the coming week to accommodate tables for the local businesses to expand their outdoor seating. The lot will be closed for parking through June 15<sup>th</sup> and then re-evaluated at the Village Board meeting that evening.

If you have any questions or concerns, please contact 920-876-2122.

### **From the Elkhart Lake Public Library:**

The Elkhart Lake Public Library will be open to the public for essential services, beginning Monday June 1, 2020 at 10am. Essential services are limited to the following: browsing, checkout and return of library materials, Internet and wireless access, and printing, photocopying, and faxing. Our temporary hours will be Monday-Thursday 10am – 6pm, Friday 10am -5 pm and Saturday 10am – 2pm. We will continue to offer Curbside Pickups by request at our park-side entrance. To visit please enter through our main entrance at 40 Pine Street. During Phase One of Sheboygan County Safe Restart plan our capacity is limited to 15 people.

We are asking patrons to observe some simple rules and procedures as we reopen. The wearing of masks is recommended and encouraged. All persons, including staff members shall maintain a minimum of 6-foot physical distance from each other. All persons are asked to sanitize hands before entering the library, using the sanitizer provided at the door. If you are not feeling well or have cold or flu-like symptoms, we ask that you do not enter the library. As a public space, the Library cannot guarantee a germ-free environment. Please consider the risks of a public space when using the Library. If you have any questions, call us at 920-876-2554.

Sunday, May 24, We have moved the pickup cart into the entryway of the park-side entrance to the library. Please return materials to the book return located at our 40 Pine Street entrance.

**\*\*Please be aware that procedures may change and the most current information regarding library services can be found on their website at [www.elkhartlakepubliclibrary.org](http://www.elkhartlakepubliclibrary.org).**

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## Dog Licenses were due March 31<sup>st</sup>

Please contact the Clerk's 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.) Don't forget to include the \$5.00 late fee.



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## Garbage Collection Holiday Schedule 2020



Memorial Day – Tuesday May 26th, 2020  
Independence Day – Normal Monday Pick up  
Labor Day- Tuesday September 8th, 2020  
Thanksgiving Day – Normal Monday Pick up  
Christmas Day – Normal Monday Pick up  
New Year's Day – Normal Monday Pick up

## Beach Passes Available Now!

The 2020-2021 passes can be purchased at the Village Clerk's Office from 8:00 am to 4:30 pm.

**\$5.00 per pass.....Village Residents**

**\$30.00 per pass.....School District Residents who live outside of the Village**



## Comprehensive Planning Survey - Get in the Know – Railroad Right-of-Way

The railroad tracks running through the Village have become a popular location for family photos, graduation photos, and selfies. **Taking photos on the railroad tracks or the right-of-way is both dangerous and illegal.** In most areas, including within Village limits, the railroad owns 50 feet each way from the center of the tracks. The only places it is legal to access railroad property is at a designated pedestrian or roadway crossing. The Federal Railroad Administration reminds people to “Always Expect a Train!” and to keep these tips in mind when crossing tracks:

- Trains do not follow a set schedule, so they can come at any time of day from either direction.
- A train traveling at 55 MPH can take more than a mile to stop.
- Trains overhang railroad tracks by three feet or more on either side. Even when you are not standing directly on the tracks, you risk being hit by a train by being on railroad property.
- Despite their size, trains are relatively quiet and do not always sound warning horns when approaching a crossing.
- Never attempt to walk under, around or between train cars, even when a train is at a complete stop.

For more safety tips, view FRA's railroad website - <https://www.fra.dot.gov>

## **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.



## ***Sewer Rate Increase Effective January 1, 2020***

***Sewer rates will increase effective January 1, 2020. The new rate will be \$6.95 per 100 cubic feet of water consumption. The quarterly base fee will also increase by \$2.00 to \$25.00 per meter.***

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.



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

The 2019 Elkhart Lake Water Department Consumer Confidence Report is 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).



## CAN THE "UNFLUSHABLES"!

With reports of toilet paper shortages due to Coronavirus (COVID-19), people may be tempted to use paper towels, facial tissue, or wipes: Please continue to **ONLY FLUSH THE 3Ps (Pee, Poo, and Toilet Paper)** at this time, and always. Anything but the 3Ps can clog pipes, cause a backup in your home, and inhibit the sanitary sewer system in our community from working. **Please do your part to protect public health!**



**TOILETS  
ARE NOT  
TRASHCANS**

#StayHealthyBC #LoveYourPipes #WipesClogPipes

[www.newwater.us/loveyourpipes](http://www.newwater.us/loveyourpipes)

**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

