



VILLAGE OF ELKHART LAKE

Elkhart Lake, Wisconsin 53020

MINUTES July 1st, 2024

Minutes of the regular meeting of the Board of Trustees of the Village of Elkhart Lake held on July 1st, 2024 with the agenda having been duly posted on Thursday, June 27th, 2024 at National Exchange Bank and Trust, the Elkhart Lake Post Office, and the Municipal Office between the hours of 3:15 P.M. and 4:16 P.M. and on the Village website on June 27th, 2024 at 4:20 P.M.

Clerk Reilly called the meeting to order at 6:00 P.M. with the following Trustees present or on Zoom: Geoff Bray, Lynn Shovan, John Schott, and Terri Knowles. Trustee Mike Wolf arrived during committee reports. President Richard Sadiq & Trustee Paul Rudnick were absent.

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

(Knowles/Schott) moved to elect Shovan to serve as President Pro Tem of the meeting.
Motion Carried Unanimously

Approval of Minutes –

(Knowles/Schott) moved and seconded to approve the June 3rd & 17th, 2024 minutes.
Motion Carried Unanimously

Treasurer's Report –

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

Public Comment –None

COMMITTEE REPORTS

JUNE BUILDING PERMITS – Reilly

This report was included in the Board packet in Dropbox.

PUBLIC WORKS – Schott

Highlights of the July 3rd, 2024 meetings:

- 1) The Committee recommended the revisions to the water sphere contract to include more interior washouts.
- 2) The Committee reviewed the road projects including the pipe bursting on Elkhart Lake Drive.
- 3) The Committee discussed the need to plan for lift station upgrades and repairs.

NORTHERN MORAINES UTILITY– Schott

Minutes – May 13th, 2024

Highlights of the June 17th, 2024 meeting:

- 1) The Commission had no issues with the sanitary sewer ordinance.

- 2) The C-1 lift station will be put in this fall. The EQ tank epoxy painting has been delayed again due to the weather.
- 3) The 2023 CMAR report went well.

ADMINISTRATION & FINANCE – Reilly

Highlights of the June 24th, 2024 meetings:

- 1) The Committee met and approved the roads to be closed on Saturday night of Vintage and to limit parking downtown as well.
- 2) The office will be closed on July 5th, 2024.
- 3) The Committee approved the WE Energies lighting proposal on Leonard’s Way.

BOARD OF REVIEW–Reilly

Highlights of the June 26th, 2024 meeting:

- 1) The Board of Review met and no one attended the meeting.

PRESIDENT’S REPORT – Sadiq – None.

UNFINISHED BUSINESS: None

NEW BUSINESS:

Elktoberfest Wine Run 5k on Saturday, September 21 at 9 am

(Bray/Knowles) moved and seconded to approve the new route for the Elktoberfest Wine Run 5k for September 21st.

Motion Carried Unanimously

Suez- Utility Service Co – Water Tank Maintenance Amendment

(Schott/Knowles) moved and seconded to approve the amendment to the Water Tank Maintenance Agreement for the sphere to allow for more washouts.

Motion Carried Unanimously

Operator’s Licenses – Renewal

(Schott/Bray) moved and seconded that Operator Licenses be granted to the following renewal applicants for the licensing year ending June 30, 2025:

Osthoff- Jake LeClaire, Heidi Casady, Heather Klepin, Davina Boykin, Jada Ritterling, Phyllis Galba, Hannah Gellings, Margit Wicklund, Kimberly Hartlaub

Quit Qui Oc- Daniel Daun

Siebkens Ella Lornson

Motion Carried Unanimously

Operator’s License – New

(Wolf/Schott) moved and seconded that Operator Licenses be granted to the following new applicants for the licensing year ending June 30, 2025:

R-StoreR- Julia Backhaus, Douglas Kirchner, Lweis Salvetta, Rosa Lora, & Selena Deida

The Full Money- Isaac Klemme

Motion Carried Unanimously

TRUSTEE REPORTS: Schott stated we need to look at our lift station as Pat has been in the last two nights with issues.

COMMUNICATIONS: None

ADMINISTRATOR’S REPORT – The ribbon cutting at Lions Park will be held on July 8th at 12:30 pm.

(Schott/Bray) moved and seconded to adjourn the meeting at 6:18 p.m.

Motion Carried Unanimously

Jessica Reilly, Administrator/Clerk-Treasurer

MINUTES July 15th, 2024

Minutes of the regular meeting of the Board of Trustees of the Village of Elkhart Lake held on June 17th, 2024 with the agenda having been duly posted on Friday, July 12th, 2024 at National Exchange Bank and Trust, the Elkhart Lake Post Office, and the Municipal Office between the hours of 1:15 P.M. and 1:50 P.M. and on the Village website on July 12th, 2024 at 8:45 A.M.

President Richard Sadiq called the meeting to order at 6:00 P.M. with the following Trustees present or on Zoom: Geoff Bray, Lynn Shovan, John Schott, Mike Wolf, Paul Rudnick, and Terri Knowles.

Others in attendance include: Colin Comer; Hal Karas; Clyde Morter; Mike Baer; Bill Hall; Greg Barber; Marcia Beauchaine; Sarah Bruno; Laurie Stecker; Chris Krieg; Ameer Salzwedel; Chris Koleno; Lori Voight; Matt Parmentier; Jessica Reilly, Administrator/Clerk-Treasurer.

The Pledge of Allegiance was recited.

Public Comment – None

COMMITTEE REPORTS

PUBLIC WORKS – Schott

Highlights of the July 15th, 2024 meeting:

- 1) The Committee reviewed the Elkhart Lake Drive bid for the pipe bursting. They are recommending M & E Construction to complete the project as the bid was less than \$34,000.
- 2) The Committee reviewed the relocation of the water/sewer mains on Fromm Ln. This work will need to be done at the expense of the homeowner, due to their project being the cause of the needed relocations. The Committee wants to understand heights of manholes and water valves better.
- 3) The Committee reviewed the Leonard’s Way project which will mean curb and gutter start within 2 weeks.

*NORHTERN MORAIN*E UTILITY– Schott

Minutes – June 17th, 2024

Highlights of the July 8th, 2024 meeting:

- 1) The Commission had no issues with the sanitary sewer ordinance.
- 2) The C-1 lift station will be put in in late fall. The EQ tank epoxy painting is waiting for dryer weather.

- 3) The new employee had his review and was given a raise. The Commission also did a mid-year budget review and will need to see an increase in rates next year.
- 4) The 2023 sludge sample had copper and molybdenum.

LIBRARY – Knowles

Minutes – June 10th, 2024

Highlights – July 8th, 2024 meeting:

- 1) The Library Board revised the salary wage schedule.
- 2) The new website for the library will be up in fall and circulation has increased.
- 3) There have been several donations in honor of Nan Siebert.

PLANNING COMMISSION –Bray

Minutes – June 11th, 2024

Highlights – July 9th, 2024 meeting:

- 1) The Commission approved the remodeling for Anchor Lanes contingent on State approved plans.
- 2) The Commission approved the St. Thomas Church Remodeling project.
- 3) The Commission tabled the General Capital AC unit requests, and the proposed solar panel requests.
- 4) There was a discussion on the RV dump station, and a meeting will be set up with the Village parties and Throttlestop parties.

PUBLIC HEARING – Sadiq

Highlights of the July 15th, 2024, meeting:

- 1) There was a hearing on new sand at the Shore Club beach. The comments were about the type of sand and how the sand would be transported.
- 2) The hearing on the zoning changes had lots of comments on the potential changes to the permitted and conditional uses in the commercial zoning districts. The Comments included questions on value, title insurance, impact to people’s property, and the reason for the change.

PRESIDENT’S REPORT – Sadiq – None.

UNFINISHED BUSINESS: None

NEW BUSINESS:

Ordinance 663 – Zoning Amendments

The Board discussed the proposed changes to the zoning ordinance.

(Schott/Knowles) tabled the change to the 16.15 Garage – Private detached, in order to further discuss the wording.

Motion Carried Unanimously

(Schott/Bray) tabled the changes to 16.40, 16.41, 16.42, 16.43 regarding permitted and conditional uses in order to have a meeting with community members to get a better understanding of the changes.

Motion Carried Unanimously

(I-Shovan/Wolf/Schott) introduced, moved and seconded to approve Ordinance 663 – Zoning Amendments as shown below.

ORDINANCE 663

VILLAGE OF ELKHART LAKE
SHEBOYGAN COUNTY, WISCONSIN

ZONING AMENDMENT – 16.15, 16.28, 16.91, 16.94

WHEREAS, the Village of Elkhart Lake finds it necessary to revise various sections in the zoning ordinances; and

NOW THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Village of Elkhart Lake after duly holding a public hearing on Monday, July 15, 2024 in accordance with Wisconsin State Statutes hereby revise the following sections of the zoning ordinance:

16.15– Building, Temporary. Any portable structure which can be readily moved. Temporary buildings require a permit issued by the zoning administrator, who will determine the duration of the permit on a case-by-case basis; and

Eliminate Section 16.28(4) Protest; and

Revise 16.91(5) Temporary fences. Fences erected for the protection of planting or to warn of construction hazard, or similar purposes, shall be clearly visible or marked with colored streamers or other such warning devices at four (4) foot intervals. The issuance of a permit shall not be necessary for temporary fences as described herein, but said fences shall not be erected for more than forty-five (45) days, except in the case of construction fences which can remain during the project, but need to be removed within 10 days after construction is finished; and,

16.94(2) Defined. A “polystructure” is defined as a freestanding enclosure, not regulated by building codes, and intended for storage having a frame of steel or some other material, and covered with various types of plastic, polyurethane, vinyl canvas, sheet metal or other flexible sheeting materials. Temporary greenhouses (used for less than three months per calendar year), utility sheds, or screen houses are not referred to under this category.

BE IT FURTHER RESOLVED, that this ordinance will become effective upon its publication and posting.

Attest:

Approved and Adopted this
15th day of July, 2024

Richard Sadiq, President

Jessica Reilly, Clerk

Lynn Shovan, Trustee

Motion Carried Unanimously

Resolution 14 – Conditional Use Permit – Sand on the Beach Shore Club

(Shovan/Bray) moved and seconded to table this item until someone from the Shore Club can address some of the questions.

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

Elkhart Lake Drive – Bid Award M & E Construction – Slip Pipe Work

(Schott/Knowles) moved and seconded to approve the bid for M & E Construction for slip pipe work, not to exceed \$34,000.

Motion Carried Unanimously

Special Events Music Permit – Ferrari Club of America – September 9, & 10, 2024 – 4 pm until 10:00 pm – Osthoff Lake Deck

(Shovan/Bray) moved and seconded to approve the music at the Osthoff Lake Deck from 4 pm until only 10 pm, not 10:30 pm as requested.

Motion Carried Unanimously

Walkway Permit – Ferrari Club of American – September 9th

(Schott/Knowles) moved and seconded to table this item, as the application was not submitted.

Motion Carried Unanimously

GT World Challenge Street Pole Banner Permit – July 26-August 19

(Shovan/Bray) moved and seconded to approve the street pole banner request as presented from Washington Street to Downtown, but only from August 9th until August 19th and the Village banners must be put back up on the 19th.

Motion Carried Unanimously

Temporary Operator’s Licenses August 12th, 2024 Downtown Night -Barry Feldmann & Timothy Haack

(Knowles/Schott) moved and seconded to approve Timothy Haack & Barry Feldmann for Operators’ Licenses for Downtown Night on August 12th.

Motion Carried Unanimously

Operators’ Licenses – New

(Schott/Knowles) moved and seconded that Operators’ Licenses be granted to the following new applicants for the licensing year ending June 30, 2025:

Brown Baer – Katlin Van Dyke

General - Kasha Ramsey

Osthoff- Elizabeth Hockenhull, Gaven Marx, Skylyn Jaeger, Jake Leclaire

Shore Club – Victoria Stock, Jimena Jaramillo, Chase Lubbert

SwitchGear- Kiva Lenz

Vintage Elkhart Lake – Kristi Oeflein

Motion Carried Unanimously

Operators’ Licenses – Renewal

(Schott/Knowles) moved and seconded to approve the following renewal operators’ licenses expiring June 30, 2025:

Osthoff- Dean Schamberger, Joel Wallner

Shore Club- Mitchell Endries

Siebkens – Marie Schroeder, Christopher Hansen

Motion Carried Unanimously

TRUSTEE REPORTS: Wolf stated that he wishes the Board would not table so many items, instead settle them and move forward. Bray stated the Village departments did a great job for having two busy weeks in a row. Knowles discussed the garbage cans by the square area. There will be further discussion of the downtown garbage issue and the need for more cans and for the Farmer’s Market to empty them.

COMMUNICATIONS: None

ADMINISTRATOR’S REPORT–Hydrant Flushing will occur in late July.

VOUCHERS

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

8012	ELKHART LAKE POST MASTER	WATER POSTAGE 700/ .53 EACH	\$ 371.00
8013	WE ENERGIES	WATER ELECTRICITY	\$ 1,418.97
8014	BEAR GRAPHICS, INC	WATER BILL SHEETS	\$ 177.75
8015	CORE & MAIN, LP	WATER METER COUPLINGS	\$ 2,943.39
8016	DIGGERS HOTLINE, INC.	WATER DIGGERS FEES/ PREPAYMENT	\$ 348.80
8017	ELKHART LAKE WATER DEPT	WATER ARBOR DRIVE	\$ 34.64
8018	FERGUSON WATERWORKS	WATER HYDRANT REPAIRS (CRESTWOOD)	\$ 1,759.00
8019	FRONTIER	WATER PHONE	\$ 204.11
8020	MARTELLE WATER TREATMENT	WATER AQUA MAG, SODIUM HYPOCHLORITE	\$ 2,521.97
8021	NEW HOLSTEIN TRUE VALUE	STATE WATER SAMPLES	\$ 35.41
8022	U.S. CELLULAR	WATER CELL PHONE	\$ 103.59
8023	VILLAGE OF ELKHART LAKE	WATER JUNE WAGES & EMPLOYEE BENEFITS	\$ 5,623.29
8024	WISCONSIN PUBLIC SERVICE	WATER NATURAL GAS	\$ 26.30
		TOTAL WATER	\$ 15,568.22

(Schott/Wolf) 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:

27143	ADVANCE CONSTRUCTION INC	TID 4 STH 67 IMPROVEMENTS PAYMENT 3	\$ 108,207.63
27149	BOND TRUST SERVICES CORP	TID #2 WERNER VICTORY DEVELOPMENT INT	\$ 29,112.50
		TOTAL CDA TID	\$ 137,320.13

(Shovan/Schott) moved that the CDA & TIF vouchers be paid as presented.
Motion Carried Unanimously

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

27134	CHARTER COMMUNICATIONS	FD INTERNET	\$ 294.21
27135	ELKHART LAKE POST MASTER	CLERK POSTAGE- 1000 STAMPS @ \$0.68 EACH	\$ 680.00
27136	NATIONAL EXCHANGE BANK & TRUST	NEBAT CC JULY	\$ 2,383.02
27137	SUPERIOR VISION INSURANCE	VISION INSURANCE JULY	\$ 122.88
27138	TASC	FSA ADMINISTRATION FEES	\$ 39.62
27139	TRANSAMERICA LIFE INSURANCE CO	CRITICAL ILLNESS	\$ 25.70

27140	U.S. CELLULAR	POLICE WIFI- 2021 SQUAD	\$ 81.02
27141	WE ENERGIES	STREETS ELECTRICITY	\$ 9,292.73
27142	3M PROPERTY MANAGEMENT	REFUND / OVERPAYMENT BURNS,KAEY,HIBL	\$ 75.00
27144	ATIS ELEVATOR INSPECTIONS, LLC	LIBRARY ELEVATOR INSPECTION	\$ 128.63
27145	BADGER CARPET & FLOOR CARE	LIBRARY CARPET CLEANING	\$ 685.00
27146	BAKER & TAYLOR	BOOKS	\$ 2,067.54
27147	BEAR GRAPHICS, INC	CLERK OFFICE SUPPLIES- CHECKS	\$ 285.37
27148	BELCO VEHICLE SOLUTIONS, LLC	POLICE REPLACE LIGHT & RED & WHITE LIGHT	\$ 477.10
27150	BOUND TREE MEDICAL, LLC	EMS EQUIPMENT	\$ 1,219.67
27151	CATALIS TAX & CAMA	ASSESSMENT Q2 2024	\$ 3,250.00
27152	CHARTER COMMUNICATIONS	TOURISM INTERNET	\$ 119.98
27153	COMMUNICATIONS ENGINEERING COMPANY	FD ALARM CONTRACT	\$ 500.00
27154	DEMCO, INC	LIB EXP MEDIA POUCH, DVD ALBUMS, LABELS	\$ 711.84
27155	DEMPSEY LAW FIRM, LLP	LEGAL GENERAL-ZONING, FRASHCHETTI	\$ 5,505.80
27156	DREXEL BUILDING SUPPLY INC KIEL	PARKS LUMBER FOR TEETERTOTER	\$ 75.24
27157	EICHHORST, LORI	CLEANING	\$ 540.00
27158	ELKHART LAKE FIRE DEPARTMENT	EXPENSES SHEB CHEIFS ASOC. & EEFFA	\$ 12,347.50
27159	ELKHART LAKE WATER DEPARTMENT	POLICE WATER	\$ 927.34
27160	EMERGENCY COMMUNICATION SYSTEMS INC	SIREN DIAGNOSTICS & TRAVEL	\$ 652.50
27161	ENDURACLEAN	GARAGE- HAND TOWELS (2)	\$ 202.68
27162	FIRE CATT LLC	FD HOSE TESTING	\$ 5,164.00
27163	FRONTIER	CLERK PHONE	\$ 1,180.37
27164	GATEWAY LAWN TREATMENT LLC	FIRE - APPLIED MILORGANITE	\$ 320.00
27165	GPM INVESTMENTS	PW FUEL	\$ 2,065.45
27166	HAROLD'S LANDSCAPING LLC	PARKS - HARDWOOD MULCH MEMORIAL PARK	\$ 288.00
27167	HAWLEY, KAUFMAN & KAUTZER SC	POLICE LEGAL	\$ 336.00
27168	JAMES IMAGING SYSTEMS	CLERK COPIER CONTRACT 06/18-7/17	\$ 71.50
27169	JIMS GOLF CARS, INC	POLICE GOLF CAR RENTAL- JUNE	\$ 500.00
27170	KIEL ACE HARDWARE	GARAGE- HOUSE WASH, CLEANER, STL SQHDPLG	\$ 91.49
27171	KISZELY, STEPHAN & GAYLE	CAANS FLORAL - REIMBURSEMENT	\$ 153.74
27172	LIFTX LIFT SERVICES	POLICE - LIFT RENTAL FOR VINTAGE PARADE	\$ 493.40
27173	LUECKE ROOFING & SIDING LLC	EL LIONS PARK PAV. NEW ROOF FINAL PMT	\$ 3,600.00
27174	MARTIN SYSTEMS INC	LIBRARY POTS ELEVATOR COMMUNICATION	\$ 995.00
27175	MIDWEST TAPE, LLC	LIBRARY VIDEOS	\$ 107.36
27176	MIKE BURKART FORD	POLICE -'21 EXPL. MOUNT TIRES, OIL, INSP	\$ 535.00
27177	MILLER IMPLEMENT CO	STREETS L28 TRAILER MOVER	\$ 351.00
27178	NINMER DYLAN	POLICE REIMBURSE NINMER GAS 6/27	\$ 32.17
27179	NORTHERN MORAINES UTILITY	SEWAGE TREATMENT	\$ 45,004.58
27180	PFEIFER'S MILL	STREETS & PARKS-FERTILIZER	\$ 500.00
27181	PLAYAWAY PRODUCTS	LIBRARY AUDIOBOOKS	\$ 345.94
27182	POMP'S TIRE SERVICE, INC.	PD SQUAD TIRES (4)	\$ 540.00

27183	PROS 4 TECHNOLOGY, INC	BOARD IT	\$ 2,545.57
27184	SHEBOYGAN COUNTY TREASURER	STREETS-GOLF COURSE RD SEALCOATING	\$ 4,365.58
27185	STAPLES ADVANTAGE	CLERK- OPERATORS LICENSE CARDS	\$ 259.22
27186	STARNITCKY MARY J	LIBRARY - ACRYLIC CANVAS PAINTING	\$ 100.00
27187	STATE OF WISCONSIN	COURT STATE ASSESSMENT	\$ 1,155.38
27188	THE UNIFORM SHOPPE	POLICE UNIFORMS- PRITZL	\$ 201.95
27189	U.S. CELLULAR	VILLAGE PHONE	\$ 599.46
27190	USA BLUEBOOK	STREETS STOP/SLOW SIGN-2	\$ 106.23
27191	VOLKERT WILLIAM K	LIBRARY - BIRD MIGRATION SPEAKER	\$ 200.00
27192	WE ENERGIES	LEONARDS WAY - STREET LIGHTS	\$ 48,511.41
27193	WISCONSIN DEPARTMENT OF ADMINISTRATION	LIBRARY - TEACH WI SERVICES	\$ 600.00
27194	WISCONSIN DEPARTMENT OF JUSTICE- TIME	POLICE TIME ACCESS	\$ 333.00
27195	WISCONSIN NEWSPRESS INC.	BOR PUBLISH NOTICE -BIDS LAKE DR PIPE	\$ 141.88
27196	WISCONSIN PUBLIC SERVICE	NATURAL GAS	\$ 184.68
27197	WISCONSIN SUPREME COURT	COURT-MUNICIPAL CLERK/COURT SEMINAR/WIGEN	\$ 40.00
27198	WITKOWSKI INSPECTION AGENCY, LLC	BUILDING INSPECTIONS / JUNE	\$ 800.00
27199	WM CORPORATE SERVICES, INC.	REFUSE COLLECTION	\$ 12,763.87
		TOTAL GENERAL & LIBRARY	\$ 178,273.60

TOTAL PAYROLL \$115,635.80

TOTAL JULY EXPENSE \$293,909.40

(Bray/Knowles) moved and seconded to approve the general and library vouchers and pay as presented.

Motion Carried Unanimously

(Schott/Bray) moved and seconded to adjourn the meeting at 7:02 p.m.

Motion Carried Unanimously

Jessica Reilly, Administrator/Clerk-Treasurer