



## VILLAGE OF ELKHART LAKE

Elkhart Lake, Wisconsin 53020

### **MINUTES November 18<sup>th</sup>, 2024**

Minutes of the regular meeting of the Board of Trustees of the Village of Elkhart Lake held on November 18<sup>th</sup>, 2024 with the agenda having been duly posted on Thursday, November 14<sup>th</sup>, 2024 at National Exchange Bank and Trust, the Elkhart Lake Post Office, and the Municipal Office between the hours of 3:00 P.M. and 4:07 P.M. and on the Village website on November 14<sup>th</sup>, 2024 at 3:20 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, Paul Rudnick, John Schott, and Terri Knowles. President Richard Sadiq and Trustee Mike Wolf were absent.

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

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

### **Approval of Minutes –**

(Schott/Knowles) moved and seconded to approve the October 7<sup>th</sup> & 21<sup>st</sup>, 2024 minutes.  
Motion Carried Unanimously

### **Treasurer's Report –**

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

### **Public Comment –None**

## **COMMITTEE REPORTS**

### **ADMINISTRATION & FINANCE –Rudnick**

Highlights of the October 23<sup>rd</sup> & November 18<sup>th</sup>, 2024 meetings:

- 1) The Committee reviewed the PRA contract and sent the contract to the Ad Hoc Committee for review.
- 2) The Committee had discussions on the 2025 budget and 2024 budget status. recommended the presentation of the 2025 budget to the Village Board.
- 3) The Committee discussed concerns from neighbors about the downtown Village events.
- 4) The Committee discussed staffing for Public Works.
- 5) The Committee discussed developing a lease for The Mad Patcher for 2025.

### **PUBLIC WORKS – Schott**

Highlights of the October 23<sup>rd</sup>, 29<sup>th</sup>, November 14<sup>th</sup> & 18<sup>th</sup>, 2024 meetings:

- 1) The Committee discussed the stormwater issues between Rhine Street and Highway 67.

- 2) The Village is working on an agreement with Northern Moraine on the joint ownership of a camera for sewer televising.
- 3) The Committee discussed the water tower maintenance agreement.
- 4) The Committee discussed and recommended the 2025 Water Budget as well as a Water Simple Rate Case with the PSC.
- 5) The Committee discussed lighting on Leonard's Way pathway and the Elkhart Lake Drive project completion.
- 6) The Committee approved the driveways on the alley at 175 Chicago St., and the lowering of the approach at 131 S. Lake Street, and the driveway at 461 Winner's Circle.
- 7) The Committee also discussed the need to hire a new Public Works crew member.

#### *AD HOC FUTURE DESIGN COMMITTEE –Schott*

Highlights of the October 29<sup>th</sup>, November 14<sup>th</sup> & 18<sup>th</sup>, 2024 meetings:

- 1) The Committee reviewed the plans for the Welcome Center.
- 2) The Committee also discussed the contracts with PRA and Schmitt.

#### *NORTHERN MORAINES UTILITY–Reilly*

Minutes – October 14<sup>th</sup>, 2024

Highlights – November 11<sup>th</sup>, 2024 meeting:

- 1) The 2025 Budget was approved.
- 2) The Commission will be hiring a new employee due to a retirement.
- 3) The Commission reviewed the purchase of a sewer camera that would be split with the Village of Elkhart Lake.

#### *LIBRARY – Knowles*

Minutes – October 14<sup>th</sup>, 2024

Highlights – November 11<sup>th</sup>, 2024 meeting:

- 1) The Board approved the 2025 goals.
- 2) The Board also approved the holiday hours for the Library.

#### *TOURISM – Knowles*

Minutes – September 12<sup>th</sup>, 2024

Highlights of the October 10<sup>th</sup>, 2024 meeting:

- 1) The Commission reviewed the welcome center plans.
- 2) The Commission reviewed their 2025 strategic goals and adjusted some to 2025.
- 3) The Commission reviewed the summer media tour for May 2025.
- 4) The Commission discussed the packages that will be offered for the NFL draft in 2025.

#### *PLANNING COMMISSION –Reilly*

Minutes – October 9<sup>th</sup>, 2024

Highlights – November 13<sup>th</sup>, 2024 meeting:

- 1) The Commission approved the connection of the downspouts to the stormwater system at 131 S. Lake Street.
- 2) The Commission approved building permits for 283 Poets Cove (an elevator), 294 E. Rhine Street (structural items), and 200 N. Lake Street (a bathroom and other interior remodeling).
- 3) The Commission also recommending approval of a floodplain ordinance.

*COMMITTEE OF THE WHOLE* – Reilly  
Highlights – November 18<sup>th</sup>, 2024 meeting:

- 1) The Committee toured the new Preserve Apartments and commented on how the apartments turned out very nice.

*PUBLIC HEARING* – Reilly  
Highlights – November 18<sup>th</sup>, 2024 meeting:  
The public hearing was held for the 2025 budget. No one made any comments.

*PRESIDENT’S REPORT* – Sadiq – None.

**UNFINISHED BUSINESS:**

Ordinance 665 – 2025 Budget & Levy Adoption & 2025 Salary Schedule  
(I-Knowles/Schott/Bray) introduced, moved and seconded to Ordinance 665 – 2025 Budget and Levy Adoption & 2025 Salary Schedule.

Motion Carried Unanimously

**ORDINANCE 665**  
**VILLAGE OF ELKHART LAKE**  
**SHEBOYGAN COUNTY, WISCONSIN**  

---

**2024 TAX LEVY / 2025 BUDGET**

---

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

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

**3.04 BUDGET/TAX LEVY.** (1) It is hereby appropriated out of the receipts of the Village of Elkhart Lake for the year 2023, including monies received from the general property tax levy, to the various purposes specified in the budget presented herewith for the purposes therein stated, the following amounts included in the summary budget and summary of taxes attached hereto and incorporated by reference.

(2) There is hereby levied a tax of \$1,513,064.00 (plus TIF increment) on all taxable property within the Village of Elkhart Lake as returned by the assessor in the year 2024, for the uses and purposes set forth in the approved budget (ATTACHMENT A)

(3) The 2025 Salary Schedule is adopted through the enactment of the 2025 Budget.

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

(5) This Ordinance shall take effect and be in force on January 1, 2025 after its passage and publication.

Attest:  
Adopted and approved this  
18<sup>th</sup> day of November, 2024

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

\_\_\_\_\_  
Richard Sadiq, President

\_\_\_\_\_  
Terri Knowles, Trustee

**NEW BUSINESS:**

Bid Acceptance – Water Line Relocation Project – New Public Works Facility

(Schott/Knowles) moved and seconded to approve the bid of \$50,329.75 to MC Excavating for the relocation of the water line.

Motion Carried Unanimously

Christmas in the Square – Saturday, November 30<sup>th</sup>, 2025 – 2 – 7 pm – Street Closure & Liquor Dispensation

(Bray/Knowles) moved and seconded to approve the street closure and liquor dispensation for Christmas in the Square on November 30<sup>th</sup> from 2-7 pm.

Motion Carried Unanimously

Schnee Days- Schneelauf Run Course Approval – Saturday, January 25, 2025 – 9 am – 12 pm

(Bray/Knowles) moved and seconded to approve the Schneelauf Run Course Approval on Saturday, January 25, 2025 from 9 am until 12 pm.

Motion Carried Unanimously

Resolution 19 – Tax Collection

(I-Knowles/Schott/Bray) introduced, moved and seconded to approve Resolution 19 – Tax Collection.

Motion Carried Unanimously

**RESOLUTION NINETEEN- 2024**

**VILLAGE OF ELKHART LAKE**

**SHEBOYGAN COUNTY, WISCONSIN**

---

**TAX COLLECTION RESOLUTION**

**VILLAGE OF ELKHART LAKE**

---

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

Attest:

Adopted and Approved this

18<sup>th</sup> day of November, 2024

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

\_\_\_\_\_  
Richard Sadiq, President

\_\_\_\_\_  
Terri Knowles, Trustee

Water Simple Rate Case

(Schott/Knowles) moved and seconded to approve the water simple rate case application with the PSC to go into effect on April 1, 2025.

Motion Carried Unanimously

2025 Water Budget

(Schott/Knowles) moved and seconded to approve the 2025 Water Budget.

Motion Carried Unanimously

Resolution 20 – Commendation of Kelly Sippel

(I-Schott/Bray/Knowles) introduced, moved and seconded to approve Resolution 20 – Commendation of Kelly Sippel.

Motion Carried Unanimously

**RESOLUTION TWENTY - 2024**  
**VILLAGE OF ELKHART LAKE**  

---

**RESOLUTION OF COMMENDATION**

---

**WHEREAS, Kelly Sippel**, Police Officer for the Village of Elkhart Lake retired from his position with the Village of Elkhart Lake on October 10<sup>th</sup>, 2024; and

**WHEREAS, Kelly Sippel** has been a dedicated public servant to the Village of Elkhart Lake for 12 years; and

**WHEREAS, Kelly Sippel** was a welcoming face every Saturday for nearly the last twelve years, especially to the Farmer's Market vendors and patrons; and

**WHEREAS, Kelly Sippel's** sense of humor and friendly demeanor has provided colleagues and residents, with an entertaining and enjoyable work environment; and

**WHEREAS, Kelly Sippel's** service has made the Village of Elkhart Lake a better place to live for all its residents as well as a welcome place for visitors; and

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Trustees of the Village of Elkhart Lake publicly commend and thank **Kelly Sippel** for his dedicated service and wish him well in his future endeavors, and a long enjoyable retirement;

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

Attest:

Adopted and approved this  
18<sup>th</sup> day of November, 2024

\_\_\_\_\_  
Richard Sadiq, President

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

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

Operators' Licenses – New

(Knowles/Schott) moved and seconded to approve

Alyssa Teetzen – Lake Street Café

Jeremiah Krahn & Nathan Jaeger – Anchor Lanes

for new operators' license expiring June 30, 2025.

**TRUSTEE REPORTS:** Schott asked for the building permits to be placed in the minutes. Bray stated that 2025-2026 will be exciting as the school referendum passed. Knowles stated that the Preserve will have an open house after the holidays.

**COMMUNICATIONS:** None

**ADMINISTRATOR'S REPORT**–Nomination papers are available starting December 1, 2025 and are due by January 7, 2025. The incumbents up for election are Richard Sadiq, Paul Rudnick, Geoff

Bray, and Mike Wolf. Non-candidacy papers are due by December 27, 2025. Steve's farewell party will be held on Thursday, November 21 at 2 pm.

## VOUCHERS

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

8067	NATIONAL EXCHANGE BANK & TRUST	WATER MISC EXP-DNR-ELC/RENEWAL PAT/STEV	\$ 91.80
8068	WE ENERGIES	WATER ELECTRICITY	\$ 1,300.89
8069	CORE & MAIN, LP	WATER METERS 40 RADIO READS	\$ 7,005.82
8070	FERGUSON WATERWORKS #1476	WATER HYDRANT REPAIRS	\$ 1,913.00
8071	MARTELLE WATER TREATMENT	WATER AQUA MAG BULK	\$ 1,322.74
8072	MCCLONE	WATER INSURANCE	\$ 163.00
8073	NEW HOLSTEIN TRUE VALUE	WATER STATE SAMPLES- 9/11 & 9/16	\$ 13.50
8074	U.S. CELLULAR	WATER CELL PHONE	\$ 103.51
8075	VILLAGE OF ELKHART LAKE	WATER OCT WAGES & EMPLOYEE BENEFITS	\$ 20,541.07
8076	WISCONSIN PUBLIC SERVICE	WATER NATURAL GAS	\$ 37.30
8080	VILLAGE OF ELKHART LAKE	YEAR END 2023 PAYABLE TO VILLAGE	\$ 6,381.08
		TOTAL WATER	\$ 38,873.71

(Schott/Knowles) 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:

27377	ADVANCE CONSTRUCTION INC	TID 4 STH 67 IMPROVEMENTS PAYMENT 3	\$ 702,284.52
27396	KAPUR & ASSOCIATES	ENGINEERING EL DR DRAINAGE - POWER VAC	\$ 18,731.19
		TOTAL CDA TID	\$ 721,015.71

(Bray/Knowles) 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:

27367	QUIT QUI OC GOLF CLUB	ELECTION FOOD	\$ 251.80
27368	CHARTER COMMUNICATIONS	FD INTERNET	\$ 319.60
27369	NATIONAL EXCHANGE BANK & TRUST	CC EXPENSES OCT 24	\$ 2,611.52
27370	REGISTRATION FEE TRUST	POLICE REGISTER TITLE & PLATE NEW TRUCK	\$ 169.50
27371	SUPERIOR VISION INSURANCE	VISION INSURANCE NOVEMBER	\$ 101.09
27372	TASC	FSA ADMINISTRATION FEES	\$ 39.62
27373	TRANSAMERICA LIFE INSURANCE CO	CRITICAL ILLNESS	\$ 25.70
27374	U.S. CELLULAR	POLICE WIFI- 2021 SQUAD	\$ 81.02
27375	WE ENERGIES	STREETS ELECTRICITY	\$ 8,991.64
27376	WISCONSIN DEPARTMENT OF REVENUE	MANUFACTURING ASSESSMENT	\$ 270.33
27378	AURORA HEALTH CARE	PD BLOOD DRAWS-HENZEL	\$ 25.00
27379	BAKER & TAYLOR	BOOKS	\$ 1,640.67
27380	BELCO VEHICLE SOLUTIONS, LLC	POLICE TRUCK - NEW ADD-ONS	\$ 2,033.09
27381	BOUND TREE MEDICAL, LLC	EMS EQUIPMENT- ECG CHART PAPER	\$ 254.25

27382	CHARTER COMMUNICATIONS	TOURISM INTERNET	\$ 119.98
27383	COMMUNICATIONS ENGINEERING COMPANY	FD-ALARM REPAIRS/DOORS	\$ 921.94
27384	DEMCO, INC	LIBRARY OFFICE SUPPLIES	\$ 85.85
27385	DEMPSEY LAW FIRM, LLP	LEGAL - GENERALOPTION, BIDDING NEW BUILD	\$ 3,329.75
27386	EICHHORST, LORI	POLICE CLEANING	\$ 540.00
27387	ELKHART LAKE CHAMBER OF COMM.	BOARD CHAMBER MEMBERSHIP	\$ 320.00
27388	ELKHART LAKE WATER DEPARTMENT	Q3 2024 HYDRANT RENTAL	\$ 33,824.25
27389	ENDURACLEAN	CLERK/TREAS- URINAL BLOCKS	\$ 134.93
27390	GLYNN STEPHEN	REIMBURSED FOR FOUND BOOK	\$ 30.00
27391	GOODYEAR AUTO SERVICE CENTER	POLICE TIRES FOR SQUAD/WINTER	\$ 1,264.00
27392	GPM INVESTMENTS	PW FUEL	\$ 1,921.58
27393	HAWLEY, KAUFMAN & KAUTZER SC	POLICE LEGAL	\$ 3,536.60
27394	HENDERSON, WAYNE	COURT - REIMBURSEMNT DOUBLE PAYMENT	\$ 98.80
27395	JAMES IMAGING SYSTEMS	CLERK COPIER CONTRACT 11/18-12/17	\$ 93.75
27396	KAPUR & ASSOCIATES	ENGINEERING EL DR DRAINAGE - POWER VAC	\$ 370.00
27397	KRAUS, GARY	PROPERTY ACQUISITION - OPTION KRAUS HOUSE	\$ 50,000.00
27398	MCCLONE	INSURANCE GENERAL	\$ 9,022.25
27399	MIDWEST TAPE, LLC	LIBRARY VIDEOS	\$ 589.09
27400	MIKE BURKART FORD	POLICE-22' OIL CHANGE, BRAKE INSPEC.,	\$ 110.90
27401	MONARCH LIBRARY SYSTEM	FOL - SWANK MOVIE LICENSING	\$ 2,757.99
27402	NORTH STAR EMERGENCY VEHICLE SERVICE INC	FD- ENGINE 3 PUMP REPAIRS	\$ 18,578.36
27403	NORTHERN MORAINES UTILITY	SEWAGE TREATMENT	\$ 30,244.93
27404	PROS 4 TECHNOLOGY, INC	BOARD IT	\$ 2,517.62
27405	R BRAUN INC	STREETS - PROPANE/MAN HOLES	\$ 147.75
27406	RAISERITE CONCRETE LIFTING INC	SIDEWALK REPAIRS- RHINE, LAKE, EAST, LIN	\$ 5,950.00
27407	ROLYAN BUOYS	PARKS- MOORING BUOYS	\$ 242.00
27408	RULE 1 CARVINGS	BOARD SIPPEL RETIREMENT PLAQUE	\$ 170.00
27409	SCHOEN'S WILDLIFE	DEPOT - SQUIRREL REMOVAL	\$ 595.00
27410	SHEBOYGAN COUNTY TREASURER	STREET MAINTENANCE ELKHART LK DR	\$ 149,418.31
27411	STATE OF WISCONSIN	COURT STATE ASSESSMENT	\$ 579.40
27412	THE UNIFORM SHOPPE	POLICE UNIFORMS- BODY ARMOR	\$ 500.00
27413	U.S. CELLULAR	POLICE WIFI	\$ 640.12
27414	WISCONSIN NEWSPRESS INC.	ELECTION EQUIP. TESTING	\$ 136.00
27415	WISCONSIN PUBLIC SERVICE	LIBRARY NATURAL GAS	\$ 263.72
27416	WITKOWSKI INSPECTION AGENCY, LLC	BUILDING INSPECTIONS / AUGUST	\$ 1,800.00
27417	WM CORPORATE SERVICES, INC.	REFUSE COLLECTION	\$ 15,820.49

27419	ELKHART LAKE WATER DEPARTMENT	DUE TO WATER 2022 YEAR END CORRECTIONS	\$ 10,523.68
		TOTAL GENERAL & LIRBRARY	\$ 364,013.87

TOTAL PAYROLL \$109,489.85

TOTALNOVEMBER EXPENSE \$473,503.72

(Knoles/Schott) 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 6:30 p.m.

Motion Carried Unanimously

---

Jessica Reilly, Administrator/Clerk-Treasurer