



## VILLAGE OF ELKHART LAKE

Elkhart Lake, Wisconsin 53020

### MINUTES February 3<sup>rd</sup>, 2025

Minutes of the regular meeting of the Board of Trustees of the Village of Elkhart Lake held on February 3<sup>rd</sup> 2025 with the agenda having been duly posted on Thursday, January 30<sup>th</sup>, at National Exchange Bank and Trust, the Elkhart Lake Post Office, and the Municipal Office between the hours of 3:55 P.M. and 4:06 P.M. and on the Village website on January 30<sup>th</sup>, 2025 at 3:50 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, Mike Wolf, and Terri Knowles. President Sadiq was absent.

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

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

### Approval of Minutes –

(Knowles/Schott) moved and seconded to approve the January 6, 2025 minutes.  
Motion Carried Unanimously

### Treasurer's Report –

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

### Public Comment –None

### COMMITTEE REPORTS

#### *JANUARY BUILDING PERMITS* – Reilly

This report is included below.

Date	Address	Name	Project Description	Fee
1/15/2025	623/625 Otto Way	Roeh Steffes Builders/Mike	New Duplex	
1/8/2025	94 Point Elkhart	Rademacher	Bathroom Remodel	\$400.00
1/9/2025	Osthoff Room 99	Kraus Const. / Suttner	2 Bathroom remodel	\$400.00
1/9/2025	44 Gottfried Street	Burg/Sutcliffe/Feedmill Shops	Redo, ramps, railings and stairs	\$400.00
1/13/2025	474 E. Rhine Street	Menne-Jacobson	Overhead door replacement	\$44.00
1/13/2025	153 W. Rhine Street	Judith Menne	Furnace Replacement	\$10.00
1/13/2025	110 Crestwood Dr	Greg Voskuil	Gas fireplace installation	\$60.00
1/15/2025	694 E Rhine St	Neal Horneck	Replace 1 window	\$15.00

1/8/2025	65 Point Elkhart	Steffes Builders/Mclane	Basement remodel	\$400.00
1/16/2025	431 Winners Circle	WPS	New gas service	\$150.00
1/27/2025	183 S. East Street	Wisconsin Roofing	Re-roof	\$10.00
1/30/2025	194 Washington	Greg Ehresman	Remodel bathroom	\$250.00

#### *ADMINISTRATION & FINANCE –Shovan*

Highlights of the January 22<sup>nd</sup>, 2025 meeting:

- 1) The Committee reviewed the unpaid room tax.
- 2) The Committee discussed a potential reimbursement agreement for professional fees with the Shore Club. They will speak with the attorney on the issue.
- 3) The Committee approved the January vouchers.
- 4) The Committee discussed General Capital's engineering request. They would like to speak with Kapur on this.
- 5) The Committee discussed the Idle Sites reimbursement, but do not know what it will be until they file for the grant.

#### *NORTHERN MORAINES UTILITY–Schott*

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

Highlights – January 13<sup>th</sup>, 2025 meeting:

- 1) The Commission is finishing the Sewer Ordinance and would like all communities to review it and make sure their ordinances are in compliance.
- 2) The sewer camera is purchased, but they are working to complete the trailer. When this is finished the Village will have training and pay the 50% of the costs.
- 3) The Commission continues to work to reduce chloride.

#### *TREE COMMISSION – Schott*

Minutes – September 19<sup>th</sup>, 2024

Highlights – January 9<sup>th</sup>, 2025 meeting:

- 1) The Commission began planning for the Arbor Day celebration to be held on April 28, 2025.
- 2) The Commission also reviewed the tree maintenance plan for 2025 and which trees will be planted and removed.

#### *LIBRARY – Knowles*

Minutes – November 11<sup>th</sup>, 2024

Highlights – January 13<sup>th</sup>, 2025 meeting:

- 3) The Board reviewed the 2024 financials.
- 4) The Board approved the purchase of a mobile shelving unit to accommodate more programming space.

#### *TOURISM – Knowles*

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

Highlights of the January 16<sup>th</sup>, 2025 meeting:

- 1) The Commission reviewed the latest welcome center floor plans.
- 2) The Commission discussed the 2025 media tour.
- 3) The Commission wants to move carryover funds to the pool account.
- 4) The Commission discussed the open houses for The Preserve development.

*PLANNING COMMISSION –Reilly*

Minutes – December 11<sup>th</sup>, 2024

Highlights – January 8<sup>th</sup>, 2025 meeting:

- 1) The Commission approved the sign permit for Anchor Lanes and The Approach.
- 2) The Commission tabled approval of the NEBAT sign, due to questions on it.
- 3) The Commission approved the building permits for 44 Gottfried for ramps and 101 Osthoff Avenue Room 99 remodeling.
- 4) The Commission also approved Premiere Acres new building contingent on all engineering and stormwater items being installed.
- 5) The Commission also discussed the possibility of the Shore Club dividing property.

*PRESIDENT’S REPORT – Sadiq – None.*

**UNFINISHED BUSINESS:**

Ratify January 2025 Bills

(Schott/Knowles) moved and seconded to approve the January 2025 bills as shown below:

Motion Carried Unanimously

27505	BOND TRUST SERVICES CORP	TID #2 ROAD PROJECT BOND INTEREST	\$ 125,267.50
27506	CHARTER COMMUNICATIONS	FD INTERNET	\$ 319.60
27507	CLEAR BALLOT GROUP, INC.	ELECTION MACHINE SUPPORT FEE 2025-26	\$ 460.00
27508	CORSON, PETERSON & HAMANN S.C.	ACCOUNTING TID 2 Q3 2024	\$ 2,800.00
27509	CUSTOM SERVICE INFORMATION LLC	POLICE POLICY UPDATE SERVICES 2025	\$ 550.00
27510	JAMES IMAGING SYSTEMS	JI PROF. SVS - DOCUWARE 1ST INSTALLMENT	\$ 9,210.00
27511	LEAGUE OF WISCONSIN MUNICIPALITIES	BOARD EXP- LEAGUE MEMBERSHIP 2025	\$ 1,694.41
27512	SUPERIOR VISION INSURANCE	VISION INSURANCE JANUARY	\$ 144.67
27513	WE ENERGIES	STREETS ELECTRICITY	\$ 9,853.10
27514	WORKHORSE SOFTWARE SERVICES	ACCOUNTING & PAYROLL SUPPORT	\$ 2,675.00
27515	BOND TRUST SERVICES CORP	TID #2 ROAD PROJECT BOND INTEREST	\$ 204,512.50
27516	BOND TRUST SERVICES CORP	TID #4 DEBT INT PAYMENT LEONARDS WAY	\$ 34,050.00
27517	CATALIS TAX & CAMA	ASSESSMENT Q1 2025	\$ 3,250.00
27518	CHARTER COMMUNICATIONS	TOURISM INTERNET	\$ 119.98
27519	COMPLETE OFFICE OF WISCONSIN	LIBRARY OFFICE SUPPLIES	\$ 120.87
27520	COMPLETE OFFICE OF WISCONSIN	LIBRARY OFFICE SUPPLIES-PAPER	\$ 91.45
27521	DEMPSEY LAW FIRM, LLP	LEGAL - BOA ADVICE, FLOODPLAIN, ZONING,	\$ 2,220.00
27522	EICHHORST, LORI	POLICE CLEANING	\$ 540.00
27523	ELKHART LAKE WATER DEPARTMENT	POLICE WATER	\$ 480.76
27524	ENDURACLEAN	LIBRARY - TRASH LINERS	\$ 72.42
27525	EWALD AUTOMOTIVE GROUP	POLICE OUTLAY NEW SQUAD 2025	\$ 48,829.00
27526	FBI NCCA	PD TRAINING - M.MEEUSEN	\$ 395.00
27527	FRONTIER	CLERK PHONE	\$ 1,319.57

27528	GPM INVESTMENTS	PW FUEL	\$ 1,506.48
27529	JAMES IMAGING SYSTEMS	CONTRACT RATE - 1/18/25-2/17/25	\$ 73.83
27530	KUSTOM SIGNALS, INC	POLICE '25 SQUAD - RADAR	\$ 2,142.22
27531	LAPPEN SECURITY PRODUCTS, INC	CIVIC CENTER ALARM MONITORING	\$ 464.00
27532	M & E CONSTRUCTION	STREET ELKHART LAKE DR STORM REPLACEMENT	\$ 31,468.75
27533	MBM	POLICE COPIER CONT OVER1/1/2024-12/31/24	\$ 255.91
27534	MIKE BURKART FORD	POLICE-22' INSTALL AND MOUNT TIRES	\$ 344.00
27535	NATIONAL EXCHANGE BANK & TRUST	BOARD EXPENSE- SAFE DEPOSIT BOX RENTAL	\$ 80.00
27536	NEW HOLSTEIN TRUE VALUE	STREETS- NIPPLE/COUPLING	\$ 40.27
27537	NORTHERN MORAINES UTILITY	SEWAGE TREATMENT	\$ 30,585.87
27538	PROFESSIONAL DOOR SYSTEMS, INC	PD DOOR REPLACED TORSION SPRINGS	\$ 602.00
27539	PROS 4 TECHNOLOGY, INC	BOARD IT	\$ 3,626.15
27540	SAFETY KLEEN SYSTEMS, INC	SANITATION- WASTE OIL DISPOSAL	\$ 80.00
27541	SUPERIOR VISION INSURANCE	VISION INSURANCE FEBRUARY	\$ 144.67
27542	TASC	FSA ADMINISTRATION FEES	\$ 55.71
27543	TKK ELECTRONICS, LLC	PD '25 SQUAD-HARDWARE SETUP	\$ 1,536.00
27544	U.S. CELLULAR	POLICE WIFI	\$ 935.35
27545	WISCONSIN DEPARTMENT OF JUSTICE-TIME	POLICE TIME ACCESS	\$ 320.25
27546	WISCONSIN MUNICIPAL COURT CLERKS ASSOC	COURT- COURT CLERKS ASSOC DUES WIGEN	\$ 55.00
27547	WISCONSIN NEWSPRESS INC.	BOR PUBLISH- FLOODPLAIN	\$ 17.04
27548	WISCONSIN PUBLIC SERVICE	LIBRARY NATURAL GAS	\$ 2,486.92
27549	WITKOWSKI INSPECTION AGENCY, LLC	BUILDING INSPECTIONS- DEC	\$ 450.00
27550	WM CORPORATE SERVICES, INC.	REFUSE COLLECTION	\$ 13,334.93
27551	PROS 4 TECHNOLOGY, INC	BOARD/CLERK NEW SERVER SWITCH	\$ 742.38
27552	TOWNSHIP OF RHINE	COURT FINES REMAINDER 2024	\$ 220.00
27553	BENEDICT ETHAN JAMES	COURT REFUND 6/27 DEPOSIT DISMISSED	\$ 313.00
27554	ELKHART LAKE CHAMBER OF COMM.	BOARD CHAMBER DINNER	\$ 90.00
		Total Final General & Library Bills	\$ 540,946.56
8100	PUBLIC SERVICE COMMISSION OF WISCONSIN	WATER-REMAINDER ASSESSMENT	\$ 369.70
8101	WE ENERGIES	WATER ELECTRICITY	\$ 1,319.34
8102	WORKHORSE SOFTWARE SERVICES	WATER UTILITY ACCOUNTING PAYROLL SUPPORT	\$ 1,675.00
8103	DIGGERS HOTLINE, INC.	WATER DIGGERS FEES	\$ 27.20
8104	ELKHART LAKE WATER DEPARTMENT	WATER ARBOR DRIVE	\$ 50.71
8105	FRONTIER	WATER PHONE	\$ 205.35
8106	MARTELLE WATER TREATMENT	WATER AQUA MAG & SODIUM BULK	\$ 590.41

8107	MC EXCAVATING	WATER MOVE WATER LINE	\$ 63,480.66
8108	SJE	WATER SERVICE ELECTRICAL AT WELL	\$ 1,205.72
8109	U.S. CELLULAR	WATER CELL PHONE	\$ 94.70
8110	WISCONSIN PUBLIC SERVICE	WATER NATURAL GAS	\$ 206.85
		TOTAL WATER BILLS	\$ 69,225.64

**NEW BUSINESS:**

The Full Monty – Cigarette & Tobacco License

(Schott/Shovan) moved and seconded to approve the cigarette and tobacco license for the Full Monty – Daniel Sadiq agent.

Motion Carried Unanimously

Operator’s License -New

(Knowles/Wolf) moved and seconded to approve the operator’s license for Allie Franzen at The Approach at Anchor Lanes and Preston Miller through June 30, 2025.

Motion Carried Unanimously

Ordinance 667 – Creating Floodplain Ordinance

(I-Bray/Schott/Knowles) introduced, moved, and seconded to approve Ordinance 667-Creating a Floodplain Ordinance.

**ORDINANCE 667  
VILLAGE OF ELKHART LAKE  
SHEBOYGAN COUNTY, WISCONSIN**

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**AN ORDINANCE CREATING CHAPTER 45 - FLOODPLAIN ORDINANCE**

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**WHEREAS**, the Village of Elkhart Lake recently annexed property that contains floodplain; and

**WHEREAS**, the Village Board has determined that it is in the best interest to create regulations related to floodplain zoning within the Village; and

**WHEREAS**, due to the annexation the Village of Elkhart Lake is required to adopt a floodplain ordinance due to DNR and FEMA regulations; 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, December 16<sup>th</sup>, 2024 does approve Chapter 45 Floodplain Ordinance as follows:

- 1.0 STATUTORY AUTHORIZATION, FINDING OF FACT, STATEMENT OF PURPOSE, TITLE, AND GENERAL PROVISIONS
- 2.0 GENERAL STANDARDS APPLICABLE TO ALL FLOODPLAIN DISTRICTS
- 3.0 FLOODWAY DISTRICT (FW)
- 4.0 FLOODFRINGE DISTRICT (FF)
- 5.0 OTHER FLOODPLAIN DISTRICTS
- 6.0 NONCONFORMING USES
- 7.0 ADMINISTRATION

- 8.0 AMENDMENTS
- 9.0 ENFORCEMENT AND PENALTIES
- 10.0 DEFINITIONS

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

Attest:

Approved and Adopted this  
3<sup>rd</sup> day of February, 2025

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Richard Sadiq, President

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Jessica Reilly, Clerk

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John Schott, Trustee

**TRUSTEE REPORTS:** Schott thanked the Public Works staff for taking down the Christmas lights. Rudnick stated he met the new Public Works employee.

**COMMUNICATIONS:** None

**ADMINISTRATOR’S REPORT**–The election is on February 18<sup>th</sup>, with in-person absentee voting beginning on February 4<sup>th</sup>. Dog licenses are due by March 31<sup>st</sup>. A PPP meeting will be held to discuss wake boats on February 13<sup>th</sup>. The next Board meeting is March 17<sup>th</sup>, 2025.

(Schott/Wolf) moved and seconded to adjourn the meeting at 6:13 p.m.

Motion Carried Unanimously

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Jessica Reilly, Administrator/Clerk-Treasurer