

**VILLAGE OF PLEASANT PRAIRIE
PLEASANT PRAIRIE VILLAGE BOARD
PLEASANT PRAIRIE WATER UTILITY
PLEASANT PRAIRIE SEWER UTILITY**

Village Hall Auditorium

9915 - 39th Avenue

Pleasant Prairie, WI

December 17, 2018

6:00 p.m.

A regular meeting of the Pleasant Prairie Village Board was held on Monday, December 17, 2018. Meeting called to order at 6:00 p.m. Present were Village Board members John Steinbrink, Kris Keckler, Mike Pollocoff, Dave Klimisch and Mike Serpe. Also present were Nathan Thiel, Village Administrator, Tom Shircel, Assistant Village Administrator; Jean Werbie-Harris, Community Development Director; Kathy Goessl, Finance Director; Dave Smetana, Chief of Police; Craig Roepke, Chief of Fire & Rescue; Matt Fineour, Village Engineer; Sandro Perez, Inspection Superintendent; John Steinbrink Jr., Public Works Director; Dan Honore', IT Director; Carol Willke, Human Resources Director; and Jane C. Snell, Village Clerk. Three citizens attended the meeting.

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. CITIZEN COMMENTS**

John Steinbrink:

Anyone wishing to speak during a public hearing or provide information under citizens' comments must first register at the podium located at the microphone prior to the start of the Board meeting. The time limit to speak is five minutes. If more than five citizens registered to speak the time limit will be three minutes. You may only speak one time and thank you. And we had a signup sheet?

Jane Snell:

Mr. President, we do. We have three individuals signed up. The first one is Renee Proctor.

Renee Proctor:

Good evening. My name is Renee Proctor, 10691 32nd Avenue, Pleasant Prairie. In addition to my public comments of last week I would like to add a couple things regarding lots 15, 16 and 17 of Countryside Estates. Up front and foremost it cannot be stressed enough that the owners of lot 17 hired an assured wetland delineator already approved by the State of Wisconsin. To the best of my knowledge the only one of the three lots that utilized a Wisconsin assured delineator from the Wisconsin DNR list. I continue to say that we support them in moving forward on the sale of their lot.

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The Village staff report last week states that lot 15 was delineated by the Wisconsin DNR. If I read the September 17th letter correctly from the DNR, the last paragraph says if wetlands are located on your property, we recommend that a wetland delineation be conducted on your property by a qualified wetland delineator. In August of this year the owner of lot 15 which I could find no survey on file with Kenosha County for this lot shared with us that he had the gentleman from Illinois who did the delineation on lot 16 do his lot as well to determine if there were wetlands. He mentioned the soil did not indicate wetlands so he could unclassify his wetland area.

Lot 16 was purchased by means of a trustee's deed this past spring after sitting unsold for years. Lot 16 had a large portion of the lot cut away in August once the new delineation markers for that lot were placed. What was wetlands or could have been used to repeat the process or continue the line of delineation or answer disputes had been cut away. Wetland, nonwetland, non-state regulated wetland, demarcation, delineation, determination are all terms being used in the supporting documentation to move this forward. I argue to say that they do not all mean the same thing.

If it is determined that there is a benefit to interrupting the current wetland line between three lots it undermines the integrity of what lot 17 set out to do which was to determine the actual delineated wetland line with respects to all of us adjacent to the wetlands or a part of the wetlands. Define things as we may it will not change the major concern raised that I feel goes hand in hand with all of this.

The natural occurring stormwater not only from our subdivision but from the surrounding area is currently using these wetlands as a portion of the stormwater drainage, its nature. If we take away a portion of that drainage and then add more displaced water from a new home or two where is the water going? What is happening not only above ground but to the water below? We do not have a good understanding of the ground water, the water table, the saturation and the soils in the area. I am asking for the Board to table this resolution and let's start a productive conversation that brings resolve for everyone.

A final note, in the resolution it mentions September 7th posting in the *Kenosha News* regarding this hearing. Notices were sent to the property owners within 300 feet. Our notice is dated November 9th. Also attached is the map that's the plat survey for that subdivision giving you, you know, I guess the area that we're addressing or looking at. That wetland mark as told at the Planning Commission was redelineated back a little further approximately two years later. I don't have the exact date, and I also don't have a copy of that map. It's not on file with Kenosha County. And I just recently requested all of the wetland file from the Village and received that as well just this past week. Thank you.

John Steinbrink:

Thank you.

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Jane Snell:

The next person is Scott Proctor.

Scott Proctor:

Thank you. I am Scott Proctor, 10691 32nd Avenue, Pleasant Prairie. Last Friday an elevation study was presented to Countryside Estates HOA Board of which I am a member, and the handful of Countryside Estates properties currently along the bike trail. Assuring that the above ground water storm water runoff water levels would not go any higher than we are currently experiencing. Any excess water will overflow the bike trail to the east. If you look at the first attachment it's a picture of such an occurrence. This was back in July of 2017. You can see that it does overflow. This is looking north behind our house, and you can see that that overflow goes quite a ways down to the north.

So if the Kenosha County Bike Trail is a part of the overall design who maintains the bike trail and its drainage and its cost? The 16 years that we have lived here the bike trail has had some wonderful upgrades, but could this be adding to the barrier of drainage? In addition, we learned that the Countryside Estates, a plat of 21 lots, that our detention pond serves as the water runoff for the neighborhood to the west of us as well. If you look at the second attachment in red is what I call Countryside Estates. That's our association. And then in black is that neighborhood to the west. So it's news to me is that their water runoff is coming down into our retention pond as well.

So has there been consideration to extend the survey to include both north and south of the affected areas of the water scope and understanding? Considering this and as we see more and more development, maybe a broader elevation study or a current snapshot should be looked at to get an even clearer picture of where the water's coming from, its flow patterns and where it needs to be going or redirected to and who is responsible for each of those pieces both long and short term. Thank you.

John Steinbrink:

Thank you.

Jane Snell:

And one final person that signed up is Gary Jelinek.

Gary Jelinek:

Hello. My name is Gary Jelinek, 8719 Cooper Road, and my wife Karen. And also pertaining to 8647 Cooper Road which belonged to my mother-in-law. She's deceased, but my wife and her sisters own that property also. It deals with the traffic going to Whittier when they pick up their kids. They're all parking alongside of the road there. They drop off at the side of the road. There's no shoulder there hardly. I had my yard landscaped so I could go right up to the road and

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mow all the way up there. Can't do that anymore because they're packing the ground down and they're pushing the shoulder away, etc. Now, if you've got an SUV you can still do that, park, you can drop your wheels off and still park on the side there yet. But if you've got a regular standard car it's packed down so much you're going to hang your car up.

They can't park over far enough so they're blocking half of the lane so it becomes a safety hazard going through there. Two cars cannot pass through there for one. And the most important part that I've seen on there approximately a foot of the concrete or the blacktop rather is starting to break up. And the ground is frozen now, but as this thaws out you're going to break up and you're going to lose that part of the road. It's groomed real nice along there now, but you're going to ruin your road because all this traffic is dropping on and off the shoulder. They're breaking up the road.

And further down closer to Whittier there's no ditch but there's a lot of ruts along there already from traffic doing the same thing. I don't know why they don't park in the Whittier like they used to, that part along the west side of the road there when they pick up their kids. Maybe it's a conflict with the buses or something. But the only thing I can think of is they'll have to figure something out with the schedule with the buses if they want to change that because you're going to end up ruining the road along there.

Another thing is in front of Mary Packard's house that my wife owns there, there's a small drain to the north side of the property which I have never seen serviced. I don't know where it goes. It's been there for better than 40 years that I know of. It's a piece of PVC, and then there's a big drain with a metal grate over it which is directly in front of the culvert that goes under the road. Generally the Village services a lot of that stuff in the spring, but I've never seen anybody give it any attention or anything. So the main thing I was concerned with is they're breaking the road up and they're packing the side of the road down where the cars are dropping off the road. Thank you.

John Steinbrink:

Thank you. We'll have somebody look at that. Anyone else wishing to speak under citizens' comments? Hearing none I'll close citizen's comments.

5. ADMINISTRATOR'S REPORT

6. NEW BUSINESS

A. Consider and approve Village Green Center Redevelopment Proposal Agreement between the Village of Pleasant Prairie and Community Collaboration.

Tom Shircel:

Thank you, Mr. President and Trustees. As you recall during the last Village Board meeting, December 3rd, during the administrator's report I gave a brief outline of this new Community Collaboration process that we're going to be using for the new Village Green. It's going to

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reboot the Village Green Center which as you know has been on and off the back burner for quite a few years now. So we're looking to reboot this process and get that Village downtown going once again.

Tonight on the agenda as you said the Board is going to look at an agreement between the Village of Pleasant Prairie and BayPointe Enterprises which is doing business as Community Collaboration, and the consultant's name is Todd Streeter, to convene a community engagement process for the Village Green Center Development. I put a few slides together here to help detail that process more.

As you know, the Village recently closed on the purchase of 72 acres from a private owner in land in proximity to Springbrook Road in between here, the Village Hall, and around the post office area consisting of five parcels for \$37 million. And as you know previous efforts to develop the Village Green land were stalled due to poor market conditions during the recession and private developer ownership.

So what is this collaboration process? Number one, it's a community engagement process to establish fresh ideas to incorporate into the Village Green Center Development plan. Number two, it's a process to create an enduring Village Green Center drawing visitors and residents from all generations, ethnicities and ages both night and day, seven days a week to the Village Green Center. Number three, it's a process structured to bring vested stakeholders, valued organizations, residents and concerned civic leaders to create a common vision, identify opportunities and develop project recommendations for their eventual implementation through long-term collective collaboration.

As you know, along with this whole process there will be the development of some committees. And the Village Green Center Redevelopment Committee will consist of any and all residents interested, business owners, organizational leaders, Village staff and others seeking to participate and work in a consensus building atmosphere to create comprehensive redevelopment concepts, plans and recommendations. The primary committee and subcommittees will identify fresh, forward thinking, progressive ideas, concepts and opportunities addressing current and emerging needs within the Village Green Center.

So some potential subcommittees when we convene this process will touch bases on civic activities and amenities, smart community, housing options, commercial zones, sustainable development for land and structures, parks, trails, open spaces and recreation, esthetics, branding and themes, vehicle and personal modal infrastructure and marketing and promotion.

Some community engagement project goals and tasks, it's a hand-on environment that they'll be working in. It's autonomous. The community will identify fresh, forward thinking, progressive ideas, concepts and opportunities addressing current and emerging needs. And the committee will be contacting and engaging themselves with third parties for research assessment and eventual committee recommendations. So these committees and subcommittees will be working autonomously, and they'll be actually doing a lot a lot of research when it comes to the recommendations for the Village Green Center.

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Some primary outcomes and responsibilities, like I said they'll be conducting research, the committee will, prepare maps, drawings and images, develop vision and guiding principle statements, host a community open house to showcase their collective concepts, present final recommendations to the Village Board and community at large, attend regularly scheduled large committee meetings and subcommittee work groups meetings, actively participate and contribute to these committees and its activities, complete work assignments in between regular meetings, be present at scheduled project events.

So the committee overview, so the Village is looking along with Todd Streeter, the consultant, to hold a kickoff meeting which is set for January 17th of 2019 next year. That overview, that kickoff will consist of two large group meetings per -- well, the whole process will consist of that kick off meeting initially, and then there will be two large group meetings per month with those subcommittees at a location away from Village Hall. And those locations are yet to be determined. But that kick off meeting will be at the RecPlex, we've determined that, in the Lakeview Room.

Meetings will generally begin with project committee instructions, perhaps guest speakers, presentations, subcommittee chair report updates and committee breakouts. Subcommittees are encourage to meet in between scheduled large group meetings to advance their ongoing research, concept development and outcome preparation. As far as the duration of this whole entire process Community Collaboration Todd Streeter said it's going to take about eight to nine months to complete the process.

So before you tonight, again, is the contract between the Village and Community Collaboration. And the price of thee contract is \$26,000. And this includes project planning to date, kickoff planning and meeting, 13 regularly scheduled committee meetings per the strategic plan, two extra contingency meetings and final project wrap up activities. So as I said so before the Board tonight is the contract to enter into this agreement with Community Collaboration to convene the Village Green Center project for a cost of \$26,000. If you have any questions I'll be happy to answer them.

John Steinbrink:

Any questions for Tom?

Michael Serpe:

Tom, since the Village announced the purchase of the property there's been an awful lot of good interest in what we're trying to do. And I have not heard one negative comment from any citizen, matter of fact just the opposite, just nothing but positive, and I can't wait to see it take off. I think we're on a right course with this, and I applaud Nathan and you for looking at this. I'd move approval of the contract.

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Kris Keckler:

I'll second that but I had a followup question. At the previous slide I think it is, the travel and other project related expense is not included in the budget piece. Would those project related ones be some type of data gathering, analysis, potential surveys, mailers, things of that nature?

Tom Shircel:

Exactly.

Kris Keckler:

Any ballpark figures related to that?

Tom Shircel:

No ballpark that I know of, no. The gentleman does live just over the St. Croix River in Minnesota so he's got about a five hour trip to come here every time. So that will be expenses incurred by the Village as well.

Kris Keckler:

So he's looking to attend the two meetings a month or is somebody else?

Tom Shircel:

Oh, yes, he'll be at those meetings, yeah. In fact, he sort of takes the bull by the horns in this whole process. He's leading the whole process.

Nathan Thiel:

One thing to note, Kris, on that question a lot of the marketing and so forth will really be contingent upon our demands rather than his demands. So, for instance, he's going to be utilizing as much as possible social media and other rights. If there were a desire for us to advertise on the radio or to advertise by other means then clearly that would be at our discretion. We've talked to him about ways to control costs as far as the travel and time and expense. And so we'll be cognizant of that, too, as well.

Tom Shircel:

As you know in the last Village Newsletter we had a blurb about this in the newsletter, and we've already had some emails come through from persons like Mike said, Trustee Serpe said who are very interested in this process. After this meeting tonight we'll have a press release go out. And also Emily Kolosso doing the communications for the Village she's going to set up a website link on our website through this whole process as well. So it's an all encompassing thing that we're putting together here.

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Kris Keckler:

And I guess my other question it's easy to put a dollar amount to travel expenses as well as some of these other potentially object based ones, but the expectation then for existing Village staff to participate and assist in some fashion becomes their hours potentially? Do you have any idea of the impact of that?

Nathan Thiel:

So that's really one of the positive things about this process. And in talking with New Richmond who was a pretty strong referral was that he's going to be taking on the agenda preparation. He's going to be taking on the collaboration with these committees. And so at least from my understanding and from the understanding that I got from New Richmond from a staffing standpoint it's a very hands off approach. And that's intention because they want this process to be perceived as a community engaged piece where it's not necessarily dictated by staff.

So to be honest I think that this is going to be a very interesting experience from a staffing standpoint because we've typically been much more heavily involved and integrated. So personally I'm excited. At the same time I'm also interested to see how the outcome and result will come forth. But I was very much encouraged by New Richmond's experience. One other point to bring out is they said the New Richmond Administrator it was like the first two months we were starting to get a little nervous. And then all of a sudden there was like that breakthrough meeting and we wouldn't go back. This was an experience that truly they became engaged and were excited about as a community.

Kris Keckler:

And I have heard nothing but positive things as well and fully hope that the community does step up and take on a larger participating role.

Nathan Thiel:

And I don't mean to paint rainbows and spew out butterflies and all that, but I'm confident that this is going to work.

John Steinbrink:

I'll just add if we could get an estimate of what the travel expenses would be, five hours and he's coming down and the meetings are going to be a night which means he's going to be staying over, what lodging costs and everything else he would incur on that.

Nathan Thiel:

We can put that together. Some of our staff were also looking at talking with partnering with hotels and things of that nature to see if there would be some willingness to participate in that as well. One other thing, just a point of clarification, on the PowerPoint slide it said \$37 million was

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the purchase price, it's actually \$3.7 million, just a point of clarification. I case anybody else was shocked I was shocked there for a second.

Tom Shircel:

That's a decimal error, right?

Nathan Thiel:

Yeah, a decimal error.

Dave Klimisch:

As Trustee Serpe said everybody I've talked with over the past couple weeks there's just a lot of interest. So I'm looking forward to seeing this get up and get going and watch the level of engagement happen.

John Steinbrink:

We have a motion and a second. Any further discussion? Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? Motion carries.

SERPE MOVED TO APPROVE VILLAGE GREEN CENTER REDEVELOPMENT PROPOSAL AGREEMENT BETWEEN THE VILLAGE OF PLEASANT PRAIRIE AND COMMUNITY COLLABORATION; SECONDED BY KECKLER; MOTION CARRIED 5-0.

B. Presentation of RecPlex Financial Review and 2019 Budget.

Kathy Goessl:

Yes, I'm here to present the RecPlex financial and also the 2019 budget that we're recommending. This is very similar to other budgets that have been presented over the last couple month. This shows the operating revenue for the RecPlex. I gave the 2017 actuals as a comparison. And then in the middle is 2018, our budget and our estimate at the end of the year and what we're proposing for 2019.

Memberships include all types of memberships, annual, monthly, day passes, etc. With the competition in the Kenosha area increasing we were not able to increase membership revenue in 2018 as budgeted. You can see we budgeted 4.8, almost 4.9, and we're ending at 4.4. For 2019

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we're looking to increase revenue from 2018 estimate to 2019 proposed. But actually that's a decrease compared to the previous year budget but an increase compared to what we're estimating at the end of the year. The RecPlex will monitor and adjust membership revenue and track higher like we are projecting.

Program division includes all our program areas within the RecPlex. Our greatest program area is youth, including day camps, after school and preschool, budgeted just over \$2 million for 2019, up from \$1.9 in 2018. Our other two top revenue program areas exceeding \$1 million each are our ice programming and our TR programming. Rental includes rental of outdoor and indoor spaces and also birthday parties and field trips totaling just over \$1 million of gross revenue for that area.

Advertising and sponsorships we have grown this area from 2018 from \$117,000 to \$194,000 in 2018. We want to continue to grow in 2019 to \$240,000 or an addition \$10,000 over what we're estimating we're going to end the year. Our marketing department is in charge of this revenue growth area. Operating divisions include all our operating divisions mainly responsible to support our memberships and our program divisions. The revenue that's brought in here is only from guest services and kids court which bring in some revenue of that \$37,000 for 2019.

So overall the RecPlex total revenue projected for this year is \$11.8 million, and we're looking at going up about \$1 million to \$12.8 million for 2019, just a slight increase over what we originally budgeted for last year. This is monitored monthly by the RecPlex and also by Laura and my department who meets with their departments on a regular basis to make sure they're meeting their budgets and adjusting budgets accordingly to make sure that we end the year with a positive cash flow. These are RecPlex operating revenues in a graphic format where you can see our program divisions is our biggest revenue source followed by memberships. And then we have the other smaller revenue sources off to the right hand side. All of our revenue areas are increasing.

Now we switch to the opposite side, operating expenses for the RecPlex. This is broken into our major categories. Our first major categories are operating division which includes administration, our aquatics, fitness, guest services, kids court and marketing. These operating divisions support memberships and assist the program divisions. Their expenses are budgeted for just over \$3 million for 2019. Facilities, the largest dollar operating division is facilities which I have separated from the other operating divisions for a total of \$2.7 million for 2019. This is maintenance and janitorial employees account for almost half of this budget at \$1.3. Other large expenses in this budget includes our electric at a little over \$700,000, contracted building maintenance \$157,000, and janitorial supplies at \$115,000.

Our program division expenses total \$4.6 million compared to the revenue on the previous slide of \$6.7 million for a net revenue gain of \$2.1 million to provide money to help support the operating divisions. Rental expense totals a little over \$105,000 producing revenue of just over \$1 million. So very little expense for the rental division generating \$1 million in revenue. Depreciation is a noncash expense to recognize our building and equipment assets that we had purchased in the past over their useful life, and that has totaled a little over \$1.2 million. Total expenses are being budgeted at \$11.7 million, up another million from our 2018 estimate, but only up slightly from our budget from last year of a little less than \$300,000.

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Again, in a graphic format you can see that program divisions are, again, the highest expense category like they were the highest revenue category. And you can see the operating divisions and the facility divisions are large expense areas which help support our program divisions and our memberships. And all the divisions their expenses are going up. Well, depreciation we have budgeted at staying even.

This actually summarizes -- we're most concern like we are in the sewer and water and other utilities is cash flow. We want to make sure to have a positive cash flow or maintain our cash. So this slide converts our net operating gain that we had on the previous slide to how much of a change in cash that reflects because not everything is reflected in operating. There's other things that are happening. So first line is coming over from the previous slide it's our revenues which is the first slide minus our expenses which calculates to a little over \$1.1 million for 2019. We have a transfer in from the Pleasant Prairie Water Utility from cell tower leases which is capped at \$119,370 which is transferred to the RecPlex.

Nonoperating loss includes debt service payments of \$762,000 for 2019 offset by amortization of bond premium which is a noncash of \$249,000, bond interest subsidy of \$61,000 and interest income of \$30,000 for a net loss of \$22,000 cash flow-wise. So our net overall gain is still at \$104,000. Our cash flow adjustments we add back in depreciation, this is all accounting stuff, but there's a noncash of \$1.3 million minus actually our principal payment of \$1.8 million, capital purchases of \$155,000. And then we have a decision packet in that cash flow of \$40,000 and other adjustments of \$32,000 for a total adjustment change of a minus \$737,000. So it brings our cash down to a positive \$66,000 at the end of the year for 2019 proposed.

You can look over the last few years, 2019 is actuals where we end the year with \$342,000 positive cash flow, and then 2018 we're estimating \$281,000 positive cash flow. We budgeted here at \$66,000, and I said in the past it is monitored by both the Rec management and our finance department every month to make sure that we're tracking on the right thing or making adjustments to track on the right path.

There's a couple decision packets. A group of them fall into personnel changes. These personnel changes which are very small as you can see, about \$11,000, are being asked for in rentals, guest services and fitness divisions only totaling \$11,000. A bigger one is our fitness studio update. Our fitness studio is home to 80 to 100 classes per week. The studio has not been updated in over a decade, and much of the equipment in the studio is run down and broken. So we are looking at purchasing new mats, steps, bands and dumbbells. In addition we would purchase additional mind and body equipment and establishing a fresh, new marketing campaign to help boost participation in our fitness studios.

These fitness studios most of them are included in the membership for free. And then there's an upgrade that they can make that can get them into mainly the personal trainer led classes and the yoga studio classes and also the aquatics classes. But there's a whole group of classes included with the membership.

So these are our 2019 capital requests that have been made. Our first request is a new website. They want to create a new friendlier website for our staff to communicate all facility happenings

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to our current and future customers. We will be using the same vendor as the Village did for their Village website, so this \$10,000 has been negotiated and secured for the RecPlex website to be changed or modified to reflect the same image as the Village.

Facility clocks with speakers, patrons continue to ask for clocks in certain areas of the facility. In 2004 clocks were installed but they have since died away. This clock system would be easily maintained with all clocks on one system. Also with a new emergency action plan to continue to create ways to communicate with our customers both during emergency and non-emergency situations. Facility preventative maintenance and replacement software, software is needed to aid in the documenting of preventative maintenance and to develop a facility replacement schedule for all facility mechanicals.

Rooftop units, after replacing four rooftop units on the original building we still have 14 units that could eventually fail. This is in there in case they fail. And then repair original roof. We want to repair the original roof to extend its useful life. And the repairs are being spread over three years. Window perforations is a branding message that we want to put over the top of the windows in RecPlex and IcePlex saying thank you for coming, RecPlex logo, stuff like that up there. And it will help to block the sun during the daytime hours because right now it's interfering with the guest services desk and their line of sight, and also on the ice side, too.

Then we have replacement basketball hoops and rims which the current rim system is not made anymore, and we have to cannibalize ones that are not being used often. So we need to reinvest in the field house for expanded rentals and [inaudible] so new basketball hoops and rims. And then additional bleachers for \$10,000. The facility it gets busy, and it's hard to move bleachers from one location to the next, and sometimes there's not enough bleachers to accommodate the rentals that we do have and the activities that we have going on. So we have a total of \$155,200. Some of the stuff will be expensed. We've listed it all as separate decisions to be made for a total of \$155,200.

So this is more to do with we're looking at a borrowing next year. And the next slide we'll talk about the actual debt of the RecPlex. But these are projects that we have done during 2018 or 2017 at the end of the year and then 2019 what we're planning to finish up. We're looking at borrowing a little over \$3.2 million. We did all these projects by using cash reserves right now. Our RecPlex debt is out ten years, and in 2019 we can borrow and push the debt, the principal payment out to 2029, therefore, be able to accommodate these capital projects that are very definitely needed.

The first thing we looked at is glass windows for the pool. The original windows needed to be replaced due to UV exposure. Over the years this exposure has reduced the insulation between the double panes. And if not replaced the energy efficiency would be reduced therefore straining pool systems. So this project has already been done in 2018. The Siemens fire panels, currently the facility has three fire panels. The original ones from 2000 when the facility was built will be outdated in 2018. Due to the communication issues between all the panels all the panels will need to be replaced. This request is to replace these panels which we started in 2018 and we'll finish in 2019.

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Field house curtains and striping, the curtains are fairly torn and will continue to become worse as time passes. This fix will help extend the longevity of the curtains, and that one is also started and will be finished in 2019. Air handling units was actually an issue we had back in 2017. This \$428,000 was spent in the fourth quarter of 2017 to replace the air handlers or the chillers, and then finished up in 2018. The dehumidification units with the pool packs which are currently being worked on right now is replacing the air quality in the pool. It was very bad because we couldn't in the wintertime actually release the bad air into outside if it was 40 degrees. If it was under 40 degrees we couldn't do that. So now they're replacing this and it should finish up this year.

Bathroom expansions which are also completed. With this expansion additional washroom facilities of eight men and eight women were added to the east side of the field house to support field house usage. A precast for additional expansion was also included in the bathroom expansion. So in the future we're looking at three to four or five years out depending on our financial situation to do that expansion on that side of the building with the bathrooms. That was started, and we just have a little bit of retainage and stuff to finish in 2019.

Turnstiles we're going to replace all three areas of the turnstiles with new units and technology. Currently the turnstiles are going down which makes it unsafe and unsecure with who is entering the facility and leads to a lot of manual work at the guest services desk to track attendance and statistics. Current turnstiles are original to the building. They're not met to meet the current and future needs of the facility. So we're looking at replacing those in 2019.

New locker rooms for the men, replace the existing metal lockers in the men's locker room with rust resistant plastic lockers. And then we have the boilers for \$151,890 which was completed this year. And then we also are looking at painting the exterior of both the RecPlex and IcePlex for \$60,000 in 2019. So over the years here we can reimburse ourselves for 18 months back. This is 2017 in the fourth quarter, we're going to borrow by April of next year for \$3.2 million.

Mike Pollocoff:

A question on the air handlers that were put in last year along with the pool packs we put in this year, is there any operational savings with the new units that we achieve?

Kathy Goessl:

The pool packs are just being put in right now so we couldn't realize any -- mainly it's air quality issues. Tom Patrizzi is in the audience. He can come up and answer. Those actual air handlers broke down. So he can answer the question of what kind of efficiencies we have by replacing those. We can either have him come up now or wait until the end.

John Steinbrink:

Tom, you want to come up now and answer a couple questions quick?

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Tom Patrizzi:

Tom Patrizzi, 9900 Terwall Terrace, RecPlex. Mike, we just went online this morning with the pool packs, actually Saturday the last unit kicked on, so we were hoping to see all kinds of savings a year from now and everything.

Mike Pollocoff:

So design anticipated savings.

Tom Patrizzi:

Yes.

Mike Pollocoff:

What about the chiller?

Tom Patrizzi:

The chillers because we would have seen savings of the electrical, but being the pool packs went down mid summer we had to put the temporary chiller outside.

Mike Pollocoff:

We can't measure.

Tom Patrizzi:

The pool packs we can measure. So we're going to need to get some history going again before we can put our finger on it. But both units should be running way more efficient than we were before as well as the aqua arena. That's been running fantastic, so the electricity was showing a decline. We're hoping it continues to show that.

John Steinbrink:

Just one question, Tom. We're replacing steel lockers with plastic? Are they sturdy then? I'm assuming they are.

Tom Patrizzi:

The Board bought those back in 2010 with the aqua arena, and they're holding up fantastic. It's the way to go. Can you believe that plastic's more expensive than steel? It's like who would have ever thought that, but they're quite more expensive than the steel ones.

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John Steinbrink:

Any questions for Tom while he's up here?

Michael Serpe:

You're doing a good job.

Tom Patrizzi:

Thank you very much.

Kathy Goessl:

So these are our principal and interest payments over the next ten years with the RecPlex. The blue is the current debt service that we have outstanding. And then the orange color is the new debt that we're recommending to fund those projects that were on the previous slide. And in the beginning we'll pay interest only for the first couple years. And then as our current debt drops down a little bit we'll do some principal also. But the majority of the principal is being paid off in 2029. So we don't need to refinance. We can issue ten years of debt for this right here. We couldn't borrow in '18 because '18 would have dumped us into 2028, and we can't go 11 years with GO debt, you have to do a ten year note. So we had enough cash reserves which I'll show you on the next slide to be able to do that and bring us into '19 to borrow to finish it up.

Dave Klimisch:

Was that payment in 2029 was that set aside, or it's budgeted to have \$2 million ready in ten years?

Kathy Goessl:

We already pay \$2.5 million every year for debt right now. You can see it's a little bit over \$2.5. So back here that's just actually we're going down below \$2.5. We have some leeway here to be able to be able to maybe borrow for an expansion like in the middle here to push it out and [inaudible]. So the RecPlex is able to handle about \$2.5, \$2.6 million in debt currently on their current revenue/expense cash flow situation. They've been handling this level of debt since they opened pretty much.

So where does our RecPlex cash balance stand now? We had a lot of stuff going on with the lawsuit in the last couple years and all that's over with and behind us right now. The final roof repairs are being done right now. Right now we're looking at -- well, actual cash ended 2017 at a little over \$2 million. We're estimating to end the year -- for 2018 we're actually going to end it a little bit lower because we're using all that money for that stuff we're borrowing for. But if you adjust for that we would end the year at \$2.3 million if we would borrow right away at year end. And then a proposed budget is maintaining our budget actually increasing it slightly in case at \$2.3 million, almost \$2.4 million based on our activity proposed to be done this next year.

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You can see there's base activities that happen that bring it about \$2.5 million. We have debt service, principal and interest of a little over \$2.4, almost \$2.5, estimate \$2.4. And then we got \$2.2, so we were actually going down before we borrowed. And then we got to the borrowing and using capital projects to finish up that three year plan and our \$155,000. So we're maintaining. We've come out the last five, six years with everything going on at pretty good cash reserves to help us go into the future. If there are any questions? We're not asking for a resolution to be passed or anything. We're just presenting the RecPlex in how it's standing and what's happening with it. It's a standalone entity that basically doesn't use any tax dollars.

Michael Serpe:

I have a comment, John. Little thing bother me sometimes, but a few months ago -- we all get the municipality publication. A few months ago the municipality did a survey of park and recreation facilities throughout the state. And I was really amazed that Pleasant Prairie and the RecPlex wasn't even mentioned. Here's a 308,000 square foot building, two NHL hockey rinks, Olympic size pool, a fitness to die for and not one penny of taxpayer money funding it, and we didn't get a recognition. That bothered me when I saw that. Here we go over and above and it's all membership driven and not a mention. And I was going to call them and I said heck with it, save my breath.

John Steinbrink:

Were the other ones tax --

Michael Serpe:

I'm sure. I don't know of anybody that runs a facility like we do that doesn't involve --

John Steinbrink:

Right, that may be the differential.

Mike Pollocoff:

I make a motion to receive and file.

Kris Keckler:

Second.

John Steinbrink:

Motion and second to receive and file. Those in favor?

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Voices:

Aye.

John Steinbrink:

Opposed? So carries. Thank you, Kathy.

POLLOCOFF MOVED TO RECEIVE AND FILE THE RECPLX FINANCIAL REVIEW AND 2019 BUDGET; SECONDED BY KECKLER; MOTION CARRIED 5-0.

- C. Receive Plan Commission recommendation and consider approval of Ordinance #18-46 and Ordinance #18-47 for Zoning Map and Text Amendments related to property located at 12500 Aurora Drive.**

Jean Werbie-Harris:

Mr. President and members of the Board, this is to consider the approval of the Zoning Map and Text Amendments, and this is for John Huggett with The Boldt Company on behalf of Aurora Health Care for the property located at 12500 Aurora Drive. And this is for the new Aurora Health Center-Pleasant Prairie Ambulatory Care Center and Medical Office Building. This project is under construction as you know. This evening is the last step in the process wherein we are seeking to rezone the property to place a Planned Unit Development Overlay District on the property as well as specific PUD District regulations. As you know, the property is located at the northwest corner of 104th Street and 120th Avenue.

As you know, the master conceptual plan for this project was conditionally approved by the Board on April 2, 2018. And they are looking to build a 100,000 square foot ambulatory care center and a 100,000 square foot professional office building. As part of this project it is proposed to be a \$130 million development. And the building is situated in such a way to accommodate future expansion as healthcare needs of the community evolve. The planning and design of the proposed facility would preserve the woodlands on the site at the south side of the site and the wetlands and woodlands at the northwest corner of the site.

Again, the facility is intended to meet growing healthcare needs of the area residents as well as surrounding communities and ensuring access to high quality, cost effect health care in a convenient location. It's estimated that the facility will provide for 260 full-time and 28 part-time employees working two shifts or 140 new jobs at the Pleasant Prairie location. There's over 737 parking spaces in the parking lot. It's estimated that it will be likely just automobile traffic of just over 2,500 per day and an average of four daily truck trips per day.

Access to the site and to the development will be an internal roadway system. It connects from the boulevard at 120th Avenue, and then there's an east/west roadway which is Aurora Drive and then over to 128th Avenue which is the north/south road. The Aurora Drive through the center of the property is a private road. The public roads are the north/south avenues.

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The preliminary site and operational plans had been approved by the Plan Commission on July 9, 2018. At that time additional work had commenced that included the civil work as well as the underground utility footing and foundations [inaudible] for that work to commence in the project. So right around July of 2018 the project was really underway with respect to building construction.

The site and operational plans were also approved for Stage 3 by the Village Plan Commission. And this allowed for the building shell, the exterior walls and roof to actually start to come out of the ground which is actually what you are starting to see today. That was approved by the Plan Commission October 22, 2018. These are some of the artist renderings that you have seen in the past. They have now since really refined a lot of these elevations and drawings which we have information for to share with you. As well as we've refined the details of the landscaping plans and parking and other elements of the site.

And what they've now presented to the Village Plan Commission and to the Village Board as part of the rezoning on the property are the final site and operational plans Stage 4. It's the final set of plans that includes all the site plans, the building plans, the interior building plans as well, the final landscaping plans, the digital security imaging system, exterior lighting, exterior landscaping and native prairie areas, all of the final details with respect to the site development.

So as you can see some of the unique elements that they've added to this site is an external walking path system on the south side and on the north side and quite a bit more additional landscaping as requested by the Plan Commission along the south side in the corners. It's a little hard to see at this scale, but we have a considerable amount of detail that's been provided to us as part of the plan. They've also provided some more of the details with respect to what the inside of the facility is proposed to look like. They wanted to incorporate quite a bit of a prairie look and feel because they're in Pleasant Prairie.

One of the text amendments is to allow for 25 percent of the open space of the area excluding wetlands and woodlands to be allowed to be planted and maintained as prairie grasses and plants rather than a manicured lawn. Our modification to the ordinance then would allow, again, not just turf but actually prairie seeding in designated areas as shown on the screen. You can see the light yellow areas. Those are the areas where, again, the walking trails are. There would be these prairie grasses and seeding. They have put a very detailed management plan together as to how this is going to be implemented over the next three to five years on the site.

Some other modifications to the zoning text include for the primary monument signs on the site to have not two but three primary monument signs and [inaudible] higher in height on the site. They do have the nice base and have a similar architecture feel that the building does. And then these monument signs will be completed landscaped around them. In addition, as you can see on the small dot with respect to the site plan there's going to be some additional secondary monument signs of different sizes as well as directional signs of different sizes as well.

And then one final element with respect to the signage is they have requested that the sign size to be increased from 600 to 800 square feet of total aggregate commercial advertising signs, basically the wall signs. And they have a 200,000 square foot building. But, again, we've got the Aurora Health Center name on it, and then the Aurora Children's Health and Aurora Sports

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Health. So as a result we wanted to make sure that the signs and their sizes were appropriate for the building mass that was being created.

So before you you have Ordinances #18-46 and 18-47, and these have to do with Aurora Healthcare Center. Again, the PUD zoning designation that will be placed on the property in addition to the M-5 and the C-1. And then there will be a PUD specific text ordinance that you have in your packets as well that is written to accommodate these modifications to the zoning ordinance that, again, address the percentage of open space that's being maintained as prairie grasses and manicured lawn, the monument signs as well as the additional square footage for the commercial advertising signs.

This is a matter that was before the Plan Commission at their last meeting. A public hearing was held at that time. There were a number of other comments and conditions just like with other projects of the Village, and we've been working very closely with them. But this is the last piece that they needed to complete the project from start to finish.

John Steinbrink:

And you want separate action on each ordinance, correct?

Jean Werbie-Harris:

Yes.

Mike Pollocoff:

Just before you start, now in the beginning wasn't this going to be called Advocate Aurora or Aurora Advocate?

Jean Werbie-Harris:

It was, and I guess I'd have to address that to Brian Esswein because as soon as I saw the name it says Aurora Health Center.

Mike Pollocoff:

When you walk in there now it says we are whatever.

Jean Werbie-Harris:

I know. And I guess from their perspective I don't know that that has been completely finalized. I don't know if they can respond to that, but I don't know if that decision has been completely finalized. So I've seen applications come in that are Advocate Aurora and some that are just Aurora Health Center. So I'm not sure what their final conclusion is.

Mike Pollocoff:

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When they come with the name they want then they're going to be able to just take this and not have to come back and do now we are somebody else.

Jean Werbie-Harris:

Right, they'll have to be accommodated by the area. I wasn't sure because I knew they had another meeting tonight. But this is the square footage that they get. So if they do decide to go with Advocate Aurora for this facility then the signs will have to come down a little bit in size, or it might not say Health Center it might just say Advocate Aurora. But this gives them the parameters of how much square footage that they can have in the sign.

Dave Klimisch:

I like the prairie seeding versus the manicured lawn. Is that something that's different than other large spaces we have around here?

Jean Werbie-Harris:

Yes, it is. So typically we require there to be manicured or turf lawn through all of the corporate parks. There have been a few requests for some slight modifications. Uline, for example, has a few designated areas that they have prairie grasses and prairie seedings as well. And I think we have a couple of others but it's more landscaping. They have a large site, 64 acres, and they just wanted to be able to accommodate and promote this more of a healing and attractive environment.

Dave Klimisch:

It was very detailed? The plan they have to make that happen was it a very detailed plan that they have?

Jean Werbie-Harris:

It is a very detailed plan. I know that the ACC has met with them and has made it very clear that this plan does need to be followed, it needs to be implemented. And if for some reason that it doesn't come to be exactly the way that they have presented it then the whole area would have to revert back to a turf lawn. So I know that they seem very motivated to promote these prairie grasses in certain areas.

Dave Klimisch:

I move approval of Ordinance 18-46 to amend the official zoning map.

Michael Serpe:

Second.

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John Steinbrink:

Motion and a second for adoption of 18-46. Further discussion? Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? Motion carries.

Michael Serpe:

Move approval of 18-47.

Kris Keckler:

Second.

John Steinbrink:

Motion and a second for adoption of 18-47. Any further discussion on this item? Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? Motion carries.

KLIMISCH MOVED TO APPROVE ORDINANCE #18-46 FOR A ZONING MAP AMENDMENT RELATED TO PROPERTY LOCATED AT 12500 AURORA DRIVE; SECONDED BY SERPE; MOTION CARRIED 5-0.

SERPE MOVED TO APPROVE ORDINANCE #18-47 FOR TEXT AMENDMENT RELATED TO PROPERTY LOCATED AT 12500 AURORA DRIVE; SECONDED BY KECKLER; MOTION CARRIED 5-0.

John Steinbrink:

Would you like D and E taken together, Jean?

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Jean Werbie-Harris:

Yes, please.

John Steinbrink:

With separate action. Motion to take D and E together.

Mike Pollocoff:

So moved.

Kris Keckler:

Second.

John Steinbrink:

Motion and a second. Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? Motion carries.

**POLLOCOFF MOVED TO CONSIDER NEW BUSINESS ITEMS 6D. AND 6E. TOGETHER;
SECONDED BY KECKLER; MOTION CARRIED 5-0.**

- D. Receive Plan Commission recommendation and consider approval of Ordinance #18-48 for a Comprehensive Plan Amendment to Countryside Estates Subdivision as it relates to Lots 15, 16 and 17.**
- E. Receive Plan Commission recommendation and consider approval of Ordinance #18-49 for Zoning Map Amendments as it relates to Countryside Estates Subdivision Lots 15, 16 and 17.**

Jean Werbie-Harris:

Mr. President and members of the Board, as indicated these items are related, will be discussed at the same time, however separate actions will be required. The petitioners are requesting approval

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of the amendments to the Village's Comprehensive Plan and the Zoning Map to reflect the field delineated wetlands on their properties known as lots 15, 16 and 17 in the Countryside Estates Subdivision. This subdivision as you can see is generally located east of 32nd Avenue, west of the Kenosha County Bike Trail at about 106th Place. This is located just north of the Foxmoor Estates Subdivision.

Lot 15 on August 2, 2018, the Wisconsin DNR conducted a wetland delineation and found no wetlands as indicated in their Wisconsin DNR letter dated September 17, 2018 provided to the Village. So there's no plat of survey showing lot 15 as they've identified that there were no wetlands on that property any longer. Lot 16 on April 21, 2018, DK Environment Services, Inc., completed a wetland delineation on the property that was approved by the Wisconsin DNR as indicated in their DNR letter dated July 6, 2018. The location of the wetlands as shown on the attached survey are located in the rear of the property. Lot 17 on August 30th and September 7, 2018, Alice Thompson of Thompson and Associates Wetland Services, a Wisconsin DNR assured biologist, completed a wetland delineation. The location of wetlands as shown on the attached survey are located also on the rear of the property.

As a result of these delineations the Village's 2035 Land Use Plan Map 9.9 is proposed to be amended to place the field delineated wetlands on lots 16 and 17 into the Park, Recreational and Other Open Space Lands with a Wetland Land Use designation and to place the nonwetland areas on lots 15, 16 and 17 within the Low Medium Density Residential Land Use designation. In addition, Appendix 10-3 of the 2035 Comprehensive Plan is being updated to include all these amendments. The Land Use Plan Map and the Zoning Map are required to be consistent. Therefore, the field delineated wetlands on Lots 16 and 17 are proposed to be placed into the C-1, Lowland Resources Conservancy District, and nonwetland areas on the referenced lots are proposed to be placed into the R-4, Urban Single Family Residential District as part of the overall district that represented this subdivision when it was platted.

During the public hearing held by the Plan Commission on December 10, 2018, an adjacent property owner objected to the change of the wetland designations on the properties. She also expressed her concerns regarding the stormwater drainage concerns that currently exist in the area and that they may worsen with the building of new homes on these three vacant lots. Based on the discussion at that meeting and the fact that there could be high ground water table in this area, there could be a lack of maintenance of the dry detention basin in the subdivision. There may be issues with downstream culverts.

I have Matt here from engineering, and he and the Village Administrator and I think Aaron from my staff met with property owners to discuss this matter last week. The amendments to the Land Use Plan Map and the Zoning Map are based on new wetland delineations that were performed by authorized biologists. These are a separate issue to the stormwater issues, and we recommend that they be handled as such. There's two separate issues. And we rely on the DNR and all the assured biologists in order to do these designations. The Village does not do the designations.

Current wetland delineation process and requirements pursuant to the Village Zoning Ordinance upon completion of a wetland delineation completed by a property owner by either the Wisconsin DNR, a DNR assured wetland delineator, a non-assured wetland delineator with written

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concurrence or approval from the DNR or a biologist from the Southeastern Wisconsin Regional Planning Commission, the owner shall submit the required applications that includes a wetland report, approval letters, plats of survey to amend and correct the land use plan map and the zoning map to match the findings of the wetland delineations which we have done many, many times before this Board.

The Wisconsin DNR has determined that delineations are valid for five years. Therefore, prior to any development where wetland may be located on the property, the Village requires that a valid new wetland delineation be provided. Wetland delineations over the years, this subdivision and lots within this subdivision have had multiple wetland delineations over the years. In 1992 the developer, the original developer, had a delineation completed by SEWRPC for the proposed subdivision which is represented on the final plat for the subdivision approved in 1995. Wetland were located at that time on lots 15, 16, 17, 18 and 19.

In 1997 the developer requested SEWRPC to complete a redelineation on lots 16, 17, 18 and 19. Note the wetland surveys were approved by SEWRPC in 2001. The result of this wetland redelineation was that the wetlands had gotten smaller, no wetlands were found on lot 18. These delineations reflect the current zoning designation on the map which is the C-1 designation. Since these revised delineations, homes were built on lots 18 and 19. As noted above, lots 15, 16 and 17 all had new delineations completed in 2018 by various wetland delineators. Again, this is required since the last wetland delineations were more than five years ago. This needed to be completed again before any new homes could be build on any of these properties.

I wanted to talk a little bit about building permit requirements. After the completion of the wetland delineation by a qualified wetland delineator, the planning can begin for the property owner or builder for the development of the site. There are setback requirements that need to be met to property lines and a 25 foot building setback that's required from the delineated wetlands. In addition to meeting these setback requirements, a grading and drainage plan is required to be submitted and reviewed and approved by the Village Engineer. In general, the plans are reviewed to ensure that the grading plan does not cause water issues for the property owner or the adjacent properties. Permits are not issued for the construction to commence until the grading and drainage plans have been approved.

The builder for lot 17 has submitted and is working with the Village Engineer to prepare a grading and drainage plan. This currently has no bearing on the outcome of the land use plan or the zoning map amendments since the wetland delineators have verified the location of the wetlands pursuant to the Wisconsin DNR requirements, and the map amendments being considered tonight correct the maps to reflect these findings. The Village recommends that the builder/property owner verify soil suitability for building and determine the depth to groundwater to ensure that they are able to build a full basement if that's what they're requesting on each lot. In addition, the Village Engineer this past week has met with property owners and other interested parties to discuss the stormwater requirements for the lots prior to any permits being issued.

With respect to ongoing stormwater issues, the Village Engineer and -- the Village Administrator and the Engineer were and they did coordinate a meeting with homeowners association

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representatives to further discuss this subdivision and the stormwater related issues. And with that I guess I'm going to turn it over to Matt and maybe we can through some of these additional slides.

Matt Fineour:

Thank you, Jean. What I'd like to do is just give you kind of an overview of the drainage of Countryside Estates and Foxmoor Estates. So the areas that we're talking about really includes two subdivisions. One is Countryside Estates and the other is Foxmoor Estates. They kind of abut one another. In this slide that you'll see what those dark black lines are are the drainage areas. You'll see two green areas outlined in blue on the east side of the slide. Those are dry retention basins. So retention basins for both these subdivisions are dry meaning they just have grass bottoms versus a wet water bottom.

The areas going to those ponds, so if we start on the south we have Foxmoor Estates. You look at the black line on the bottom, and about half way in between the two areas you see another black line going back through the subdivision. That area of Foxmoor Estates drains to the Foxmoor Estates detention facility. That's about 43 acres that drains to the detention facility. Countryside Estates to the north that drainage basin area drains to the Countryside Estates detention basin which is just north of the Foxmoor Estates. It is also a dry pond through there. So those two ponds then discharge to the bike trail area just on the west side of the bike trail. And then there's a culvert that crosses the bike trail, and then there's a natural drainageway east of the bike trail area.

When these subdivisions were developed there's a couple things I guess I'd like to point out just for informational purposes. One is the way stormwater is designed is I'd classify it in two ways. There's minor systems and there's major systems. Minor systems being the storm sewers, catch basins, that type of thing, those are designed to handle a certain level storm even. Once we go above and beyond that storm event then we start seeing overland flow areas. Those are called kind of like major drainage areas.

So when you have a significant storm even you're going to see water running down the streets. You could see potentially water going in between homes. And what that is is we want to make sure that in major events the overland flow route going down roads, in between houses or whatnot safely gets from high ground to low ground. So we want to make sure that houses are above the road. Things that block drainage are such that they aren't affecting structures, that type of thing.

In this slide you'll see on the west side is kind of the high ground. On the east side it's the low ground. So the orange there is the storm sewer systems. Those storm sewer systems handle a certain amount of drainage. Then after that drainage will start going down the streets. And those detention basins then are placed on the low spot or kind of the low area of the subdivision to capture that drainage at that low end before it gets released onto the next property down the stream.

Before these subdivisions were developed, take the Countryside Estates area, those areas kind of drain naturally to a wetland area which is kind of north of Countryside Estates, another green area there on that map. That's a wetland area. It's been there since before the subdivision was built.

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When Countryside Estates developed they had a conceptual plan. They kind of approached the DNR to utilize that wetland area as a detention facility, a stormwater management facility. The DNR back in 1992 they have been consistent. They don't like detention facilities to be placed in wetlands. So the developer was kind of forced to place a retention basin to the south of the wetland, hence all the stormwater from the storm sewers that they placed in goes to that retention basin and actually got kind of cut off from that wetland.

The developer also in order to avoid that wetland kind of built around it. So the cul-de-sac and the houses on the west side of that wetland are all built up, and the wetland was left kind of alone. So you couldn't fill it or anything, so basically if you looked at it it's kind of a bowl around that wetland because they couldn't enter it and fill it in or anything.

So at the last Plan Commission meeting there's some pictures shown as far as water levels reaching that bike trail area. And what happens is that bike trail area on the east side it was an old railroad track. And that railroad track was sort of level, and if you look at any railroad track they've kind of built themselves up so it's kind of like a long embankment or dam or whatever you want to call it, but that's how it was built. And then there's periodic culverts that allow drainage to go from one side of the tracks to the other side of the tracks.

So when the pictures were shown there's water reaching the bike trail my first thing was to go back and take a look at it and take a look at what those bike trail elevations are. So, for instance, you can throw enough water at that bike trail area you're going to receive some ponding on the west side because it's just naturally going to happen through there. Before we go to the bike trail here, I also wanted to give a closeup of these detention areas. So you have the Countryside detention basin, the Foxmoor detention basins, this a little bit more clearly shows the orange lines coming from those that discharge towards that bike path. And then there's another orange line which represents the culvert that goes from the west side to the east side of the bike path.

The wetland area is kind of if you notice that green line through there that was the original wetland delineation that I kind of marked out there. On this map as far as 1992 when the subdivision was being developed that's what the wetland looked like out there in 1992. And the developer then built around that area. When lot 19 got developed, that was back around early 2000 to 2001, that wetland delineation got redelineated and the wetland got smaller on that lot. So it went from the green line basically to the yellow line allowing that house to be placed where it is.

Then as Jean was saying those wetland delineations have to be redone every five years because wetlands change. In this case to me it makes a little sense that the wetland is shrinking because the hydrolics to that wetland changed when the subdivision got built. All that drainage that used to go to that wetland is diverted down to those retention areas. The red line there on lots 17 and 16 is kind of the new delineation that's done on those lots in 2018 just recently. And those have shrunk from the green line. And you can't really see it on this slide from this distance, but I just put in a dashed line from there across lot 19. It's kind of interpolated. It wasn't delineated out there as part of the thing. But there's kind of an assumption that it would have still shrunk on lot 19 although the delineator probably didn't go and delineate lot 19.

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So the way that bike trail area looks back there, once those ponds discharge to that bike trail area, that bike trail area is kind of a low spot. So it's a low area. There's kind of a shallow ditch on that side. And then it goes up into kind of that outlot. That wetland area is kind of a low area as well back there. If you want to switch slides now. So what this slide represents is kind of when I was talking about those major storms if you throw enough water at that bike trail area it's going to build up to a level so it overtops that bike trail. That area in blue represents the elevation. Once that bike trail is overtopped that's the area or close to it anyway where the water would pond if you throw enough water at it.

The pictures that were shown were taken in July last year. July last year, around July 10th in that area, we received about seven inches of rain on those days. It was a significant flooding event. I heard about it from my assistant because I was on vacation, and he thought I left him to handle a lot of complaints that week. So basically I think those pictures show that it can get to that level. But at that level then it overtops the bike trail and continues east. Going to the next slide, this one just shows it without the topo lines. Continue on.

What I did then is I kind of took a look at both Countryside Estates and Foxmoor Estates because they were done in the early 1990s. There's some calculations in the file, but it's not like a stormwater management plan that you'd see today with a narrative explaining exactly the lines of thoughts that the engineers had. So I modeled those areas or remodeled them. So I took those drainage areas that I showed you, I took the pond that are out there, I put it in a computer program if you will and started looking at what I would expect to see for ponding out there.

This is blue area is what I would expect at the same level storm that our storm sewers are designed for. So when our storm sewers are at capacity you're going to get some level of ponding back there. It's really just natural ponding from kind of the headwater from that culvert that goes underneath the railroad tracks. The red line being the maximum, again, the maximum level that you'd see the water at when it overtops the bike trail.

And then from there so really the level of ponding if you will can go from zero all the way to that red line depending on the level of storm or the amount of rainfall you get and also from the condition of that cross-culvert. That cross-culvert is a three foot diameter steel pipe. It's an original pipe from when the railroad was there. Going out there the pipe itself is in very good condition. But also the other things that can dictate how much ponding that you get through there is both sides of the culvert, both the upstream side and downstream side, what's there? Is there something that's blocking stuff? Is the culvert being used at its maximum capacity?

What we found is, if you want to switch to the next slide, what we found is two things. One is on the east side, the downstream side of the culvert, along the right of way line of that bike trail, old right of way for the railroad track, there is a wire fence. It probably marked the right of way line of the railroad tracks. That wire fence actually crosses the creek, and it in some areas you don't even see it because it's laying flat, it's knocked over. Across the creek it's kind of like at maybe a 30 degree angle. It goes up. It's catching debris. So you can go out there and it's got leaves and stuff on it and everything like that.

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So there's some obstruction on the downstream side of the culvert. With that we are going to contact Kenosha County and see if we can get that fence removed and that kind of blockage gone. On the upstream side of the culvert there's a couple things that potentially could cause ponding more than you would see just from a natural storm event. And there's kind of yard debris, yard waste being placed back there that potentially can clog that culvert.

You can go to the next slide. So this is a picture that was taken last Tuesday when I went out there to just take a look at the situation. The culvert, that's the culvert that you can see crossing the bike trail, so that's the upstream side going downstream. Right there it's about half clogged with debris on the front end in there. If you look on the right side those are yard waste, tree clippings and everything else that's piled there. What happens if you throw stuff back there when it ponds it can collect that stuff and bring it down and actually clog that culvert. Next slide. That right there that's kind of the old, I don't know, I saw that pile back in 2016 as well. That's a place where somebody is dumping yard waste there. That's not too far from the culvert itself. It is within an area that could get ponded and then stuff dragged to that culvert.

So in the end when I looked at this drainage situation that wetland is going to be ponded to some extent. It shouldn't be ponded for very long. It's going to drain away through that culvert. But it looks natural. It's not affecting anybody's structure. I don't see that it's getting high enough that it's going to enter anybody's basement. When lots 16, 17 and 18 develop they obviously need to build their house higher than that area that potentially could be inundated or ponded for a little while, and make sure that those major storms can still go over the bike trail area if we get something that is over capacity of the cross-culvert.

So that's kind of the stuff that I saw out there as far as issues, problems. I don't know if I saw anything that was severe or anything like that. The pictures that I saw, again, in times where we get either heavy rain events or less than heavy rain events and the culvert is clogged you're going to get water backup like that for short periods of time.

John Steinbrink:

And it should be noted that this was the fifth wettest year in history for our area. Probably since these subdivisions have been built the other two wettest years occurred, and we're only like an inch and a half away from making this the third wettest year. As you said these things are modeled after certain size events. Anything beyond that overflows that capacity. And we had multiple events as you said this year. We've had multiple events over the last couple years, seven inch events, six inch events, five inch events in a short period of time. And no system is designed to handle that. And with the complication of the culverts and the debris and everything else that is a restriction and we're seeing these problems. And I guess the Proctors probably see them because they live right there, too.

But this is not only to this area. This is Village wide, county wide people have seen these same issues because of these heavy rains. So if we could control weather we could control better for flooding and ponding but we can't do that. You did a great job of identifying everything and especially if you notify the county that may solve some of the other problems there, especially maintenance on those culverts. Mike?

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Mike Pollocoff:

If somebody could find in the Village records, I know that I went through probably 20 some years ago the property owners there the same issue of flooding. It was just water backing up, and it was causing the wetlands to grow in that area. And they came and gave the Village pictures that were taking in the '30s of the North Shore train stopping along the track in that area. And there were no trees, and that land was all cropped in corn. And the guy who brought me the pictures said at that time North Shore which was a byproduct of We Energies came out on a regular basis and cleaned out the cross-culverts to keep that land clear. And his farmer was somehow connected with the farmer who farmed that land. And when they didn't do that then water started backing up.

And as the train went away and it became just a vacant path then ultimately a recreation path, I think along the line maintenance either no one caught up with it, no one was taking care of it, and it doesn't get as much maintenance as it did when there was a train on it. But that was the beginning of the problems there because that was pretty well -- I mean it could flood when we had a flood, that was the topography of it, but it was maintained in a better manner. And I think ahead if we could talk to Kenosha County and make sure that ends up on a regular maintenance cycle they could take a look at it. We had kind of the same problem over at St. Joe's on the same stretch of land where you have a low area by St. Joe's Nursing Home and that area, we have an access to that one.

Nathan Thiel:

President Steinbrink, if I can just add one thing. Matt and I had an opportunity to meet with the HOA, and this was a discussion also as far as proper maintenance of their current retention pond as well as encouraging the homeowners in the area to make sure that they're not dumping yard waste and debris, as well as even looking to have their own contractors every once in a while verify and check that that culvert isn't being blocked. And I think the HOA was receptive to that. I think they're going to be approaching Foxmoor as well.

The only thing I would add and just as a reminder is that Matt did a very good job explaining that when this development took place the wetland was a certain size, but it was receiving all of that water in the neighborhood. As soon as DNR said we cannot use that as your stormwater retention it required the Village to mandate them to put in another stormwater facility. And that basically routed all that stormwater to that alternative facility.

It isn't a surprise to staff that the wetland delineation has shrunk because that area, they hydrology just is not receiving the water, the moisture that it once was. That's really the issue that's before you this evening. One thing that will occur is that by the delineation changing it will allow or permits the new property owners to modify elevation and things of that nature and protect their home from future stormwater. But the thing that I think all of us can go away from tonight, and I think that Matt did a good job of explaining, is that it's not going to change the elevation or the stormwater levels on the neighboring properties. That really the maximum level,

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the dam effect if you will, is that bike path. And at any given time that's the maximum height that you would see water pool in that area.

John Steinbrink:

So what we're saying is what we're looking at tonight is not going to change anything out there. It's just recording what's been surveyed out and then adjusting our zoning to match that.

Dave Klimisch:

That field to the east I'm guessing that's lower than the ponding area or where the culvert is if it overtops the bike path? The field to the east is --

Matt Fineour:

Yes, the field to the east is lower so it actually continues on downhill to the east. Once drainage crosses the bike path it heads east.

Mike Pollocoff:

Are you looking for a motion?

John Steinbrink:

Jean, are you done with your presentation? Yes, we are.

Mike Pollocoff:

Mr. President, I'd move that Ordinance 18-48 be adopted as presented.

Dave Klimisch:

Second.

John Steinbrink:

Motion and a second for adoption of 18-48. Any further discussion? Roll call vote has been requested.

Jane Snell:

Mike Serpe?

Michael Serpe:

Aye.

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Dave Klimisch:

Aye.

Mike Pollocoff:

Aye.

Kris Keckler:

Aye.

John Steinbrink:

Aye. Motion carries.

Michael Serpe:

Move approval of 18-49.

Dave Klimisch:

Second.

John Steinbrink:

Motion and a second for Ordinance 18-49. Any further discussion on this item? Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? Motion carries.

POLLOCOFF MOVED TO CONCUR WITH THE PLAN COMMISSION RECOMMENDATION AND ADOPT ORDINANCE #18-48 FOR A COMPREHENSIVE PLAN AMENDMENT TO COUNTRYSIDE ESTATES SUBDIVISION AS IT RELATES TO LOTS 15, 16 AND 17; SECONDED BY KLIMISCH; ROLL CALL VOTE – SERPE – YES; KLIMISCH – YES; POLLOCOFF – YES; KECKLER – YES; STEINBRINK – YES; MOTION CARRIED 5-0.

SERPE MOVED TO CONCUR WITH THE PLAN COMMISSION RECOMMENDATION AND ADOPTED ORDINANCE #18-49 FOR ZONING MAP AMENDMENTS AS IT RELATES TO

**COUNTRYSIDE ESTATES SUBDIVISION LOTS 15, 16 AND 17; SECONDED BY KLIMISCH;
MOTION CARRIED 5-0.**

- F. Receive Plan Commission recommendation and consider approval of Resolution #18-49 authorizing the submission of the Wisconsin Department of Transportation Facilities for Economic Assistance (TEA) Grant Application for public improvements in 104th Street (HWY 165) and Old Green Bay Road associated with the Main Street Market Project.**

Nathan Thiel:

Village President and Village Board, before you is Resolution 18-49. This actually comes as a recommendation from staff as we have reviewed and visited with the Main Street Market. They have presented us numbers from Froedtert the ability to produce or guarantee 60 jobs that allows us to approach the Wisconsin Department of Transportation for a TEA grant. We have -- basically the grant allows for \$5,000 per job created in order to do transportation improvements and modifications. So up to \$300,000 would be the grant that DOT would be willing to support. And that requires a local match. The Village currently has some transportation funds set aside. Specifically the Village Park improvement had about \$187,000 set aside for this intersection. As well as there's some additional funds that have come from the Village Green Heights development for improvements along 165.

In the end there will be some participation also from the developer, too, on their end. And so our ability to fund that \$300,000 is currently present and available. Wanting to proceed with this application before the end of the year we're bringing this resolution before the Board. We will plan on bringing an amendment to the Main Street Market developer's agreement in order to provide some additional assurances. But that will be forthcoming. But in order to get this application in before the end of the year we're presenting this resolution to you tonight.

For the purposes of the record or the minutes I'll read the resolution. The Village of Pleasant Prairie Board of Trustees Resolution # 18-49, resolution authorizing the submission of a Wisconsin Department of Transportation Facilities for Economic Assistance TEA grant application. Whereas, the Village of Pleasant Prairie and Froedtert South have mutually agreed to develop a site and business to construct its Medical Office Building; and whereas, the agreement between the Village of Pleasant Prairie and the Froedtert South provides for construction/reconstruction of a public roadway redesign and reconstruction project to make the project feasible; and

Whereas, given all the financial demand on the Village of Pleasant Prairie related to this project the Village of Pleasant Prairie is in need of assistance to make the transportation improvements. Without the grant assistance, the Village of Pleasant Prairie cannot reasonably afford to construct the required improvements; and whereas, the State of Wisconsin Department of Transportation's Facilities Transportation Economic Assistance TEA program provides financial assistance to municipalities to develop transportation facilities required to enable industrial development to occur.

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Now therefore be it resolved that the Village of Pleasant Prairie hereby authorizes the submission of an application to the Department of Transportation TEA program and authority is granted to the Village of Pleasant Prairie Administrator to take the necessary steps to prepare and file the appropriate application for funds under this program in accordance with this Resolution and that they are hereby authorized to sign all necessary documents on behalf of the Village of Pleasant Prairie.

And be it further resolved the Village of Pleasant Prairie does hereby commit to fund at least 50 percent of the cost of the public road improvements from the Village of Pleasant Prairie and/or other sources; and be it further resolved that the Village of Pleasant Prairie will have jurisdictional responsibility for the transportation improvements; and be it further resolved that the Village of Pleasant Prairie will sign a Jobs Guarantee with the Wisconsin Department of Transportation; and be it further resolved that the Village of Pleasant Prairie will administer and oversee the development of the transportation improvements; and be it further resolved that the Village of Pleasant Prairie will comply with all applicable Federal, State, and Local regulations.

Michael Serpe:

Do we know when this is going to take place?

Nathan Thiel:

The project itself, Main Street Market, they're planning on doing the improvements I believe in 2019 so this next year. So the intent is to submit for this grant application and have these funds directed towards that project. So for the benefit basically it's Old Green Bay Road at the intersection of 165 all the way up to where Main Street will be. I would note, too, that this project will be more significant than the \$600,000 in total. But basically Bear Development will be sectioning off a section of that project to equate to the \$600,000. Jean, would you add any other -- any other questions?

Dave Klimisch:

How would this be affected if the 60 jobs, if that final number is different, it's lower or higher?

Nathan Thiel:

That is a good question. That's where we will be basically needing to amend the developer's agreement to make sure that that guarantee -- they know that they're going to provide the 60 jobs. So if there's less than 60 jobs then DOT will not be required to provide the full \$300,000. And then that cost would be on the developer and the Village.

Dave Klimisch:

So the Village would not -- if we had to pay back some of that money it would be funded by the developer who guaranteed the 60?

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Nathan Thiel:

That would be the intent of the developer's agreement, the amendment to the developer's agreement.

Dave Klimisch:

If it came in at 70?

Nathan Thiel:

We can't ask for more. Basically we're saying this is what -- I mean we can always try but that's not how it works. Basically we're capping it at the 60.

Mike Pollocoff:

I recommend that we approve Resolution 18-49, State of Wisconsin for the TEA grant.

Kris Keckler:

Second.

John Steinbrink:

WE have a motion and a second for adoption of Resolution 18-49. Further discussion?

Nathan Thiel:

This is where I asked if you had anything to add, but you're shaking your head.

John Steinbrink:

Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? Motion carries.

POLLOCOFF MOVED TO CONCUR WITH THE PLAN COMMISSION RECOMMENDATION AND APPROVE RESOLUTION #18-49 AUTHORIZING THE SUBMISSION OF THE WISCONSIN DEPARTMENT OF TRANSPORTATION FACILITIES FOR ECONOMIC ASSISTANCE (TEA) GRANT APPLICATION FOR PUBLIC IMPROVEMENTS IN 104TH STREET (HWY 165) AND OLD GREEN BAY ROAD ASSOCIATED WITH THE MAIN STREET MARKET PROJECT; SECONDED BY KECKLER; MOTION CARRIED 5-0.

- G. Consider Resolution #18-48 to accept Addendum No. 1 to the Current Design Standards and Construction Specifications (2018) Edition and Incorporation of Amendments into the 2019 Edition.**

Matt Fineour:

Thank you, Mr. President, and members of the Board. Every year we kind of re-adopt the spec instruction manual to have a new edition. So this time is the 2019 edition. And we try to save a lot of the amendments to one time during the year so we're not making multiple changes during the year. All these changes that we have before you are relatively minor, and I don't want to spend a whole lot of time on it. I know you guys are highly interested in the manual. But what I will do is just give you a brief overview.

For water main Section 2.3 we added a paragraph really to not allow four inch or ten inch valves which our standards are usually six inch or twelve inch or eight inch. So that was changed. We updated required record drawing information. It's really relatively minor, but we had some changes there. In the record drawing and public improvements and private residential improvements we updated required GIS information, and most of those changes are naming conventions in order to get information from a plan set into GIS a little bit more easily.

On our sanitary sewer construction specifications we just added a section for allowable pipe manufacturers. We revised the maximum allowable adjusting rings on manholes, and that's the same from sanitary and storm. We added some additional requirements or clarifications on manhole chimney construction. And we basically added a paragraph to disallow or not allow dog house manholes for sanitary sewer.

For storm sewer, again, we changed the adjusting ring heights. And then we did the same thing with the chimney seals to be consistent in all [inaudible]. We revised allowable catch basin frame covers, revised requirements for joint ties, and making sure that section grades were required on all end sections 15 inches in diameter or larger.

For water mains we just revised the water main materials to match the new AWWA standards. We also added in their hydrant markers would be on all hydrants or new hydrants. Added some clarification on materials and increased the number of safe water samples needed prior to placing the water main in service. It current is one, and the standard will be two safe samples.

For our roadway and sidewalk we just clarified the weight of a truck required for the proof rolling and revised curb and gutter joint and tie bar requirements, again, same as the other items. Tracer

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wire which is the wire that you place on sanitary sewer or water mains in order for it to be located we replaced that section. We replaced the entire section only because it was easier to do so. But we added more clarifications on how to do tracer wire. And then manhole and valve adjustments, again, those are just reflective of allowable ring heights and chimney construction modifications.

Street trees a minor modification there. We just added a requirement to keep them out of vision triangles. We noticed a lot of plans are coming in and they showed them in the vision triangle so added a note not to do it. And then all the details were just revised to match a lot of those changes. So what is before you is just an addendum to make those changes, and then we would include those changes into the new 2019 construction specification manual.

Michael Serpe:

I have an enormous amount of trust in what Matt has to say. I think he's proved himself over time how reliable and good he is. I'd move approval.

Mike Pollocoff:

Second.

John Steinbrink:

We have a motion and a second. Any further discussion?

Mike Pollocoff:

Is there a specific type of dog house manhole we won't --

Matt Fineour:

[Inaudible] bad enough it's in the dog house [inaudible] allowing it.

John Steinbrink:

Further discussion? Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? Motion carries.

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SERPE MOVED TO APPROVE RESOLUTION #18-48 TO ACCEPT ADDENDUM NO. 1 TO THE CURRENT DESIGN STANDARDS AND CONSTRUCTION SPECIFICATIONS (2018) EDITION AND INCORPORATION OF AMENDMENTS INTO THE 2019 EDITION; SECONDED BY POLLOCOFF; MOTION CARRIED 5-0.

H. Consider Memorandum of Understanding between Village of Pleasant Prairie and The Addison of Pleasant Prairie for new polling location for Wards 13 and 14.

Jane Snell:

Mr. President, can we take H and I together?

John Steinbrink:

We sure can.

Jane Snell:

And then actions separate.

Dave Klimisch:

So moved.

Kris Keckler:

Second.

John Steinbrink:

Motion and a second. Those in favor?

Voices:

Aye.

KLIMISCH MOVED TO CONSIDER NEW BUSINESS ITEMS 6H. AND 6I. TOGETHER; SECONDED BY KECKLER; MOTION CARRIED 5-0.

I. Consider and approve Ordinance #18-50 to amend Chapter 98 of the Municipal Code relating to changes to Polling Places in the Village of Pleasant Prairie.

Jane Snell:

Mr. President and Trustees, before you tonight is a memorandum of understanding between the Village of Pleasant Prairie and The Addison of Pleasant Prairie. The Village Administrator and I agreed that for non-public polling locations it would be beneficial to have a document outlining the expectations of a polling place. This agreement sets forth those expectations.

In particular, The Addison of Pleasant Prairie will become a public property on Election Day. The use of their facility, the community room, the parking lot, polling hours, access to the facility for setup and tear down of election community, election inspectors access to the facility prior to the opening of the polls and after the polls close, janitorial compensation, liability insurance, an option to terminate the agreement as well with a 120 day notice. And that any material construed as electioneering and/or voter intimidation would be removed or shield at the facility. And I further state that I'm confident of its ADA compliance facility, and it will accommodate the 1,700 voters that will move into that location for Wards 13 and 14. There is off street parking as well as on street parking, and there's easy access to the community room. There's ample space for our equipment and tables for Election Day.

Both The Addison and the Village's attorneys have reviewed this agreement. And I am recommending the approval of the memorandum of understanding with The Addison of Pleasant Prairie and look forward to a successful partnership with them for years to come.

And with that, moving on to the Ordinance 18-50, obviously after the November 6th election it was apparent that a new polling location would be needed for Wards 12, 13 and 14 that was previously located at St. Anne's Catholic Church.

I am recommending to the Board tonight that Chapter 98 of the Municipal Code be modified as follows: That Ward 12 be moved to Caterpillar College Preschool located at 8411 Old Green Bay Road. Caterpillar College Preschool is currently a polling location for the Village for Wards 6 and 7. So it will become Wards 6, 7 and 12. Wards 13 and 14 will move to The Addison of Pleasant Prairie at 9651 Prairie Ridge Boulevard. Both polling locations will continue to be located in the State Senate District 21, State Assembly District 16, County Supervisor District 17 and Kenosha Unified School District.

Please note that in January of 2019 the affected voters of these wards will receive the following notifications: a postcard mailing from the Village Clerk's office and Village Newsletter; there will be a change to the myvotewisconsin website as well as the Village's website; there will be social media blasts sent out; Channel 25 and *Kenosha News*.

So based on the foregoing I am requesting approval of Ordinance 18-50 establishing Caterpillar Preschool as Wards 6, 7 and 12, and The Addison of Pleasant Prairie as Wards 13 and 14 with an

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effective date of January 1, 2019, and all other polling locations will remain the same. And I'm just looking for a motion on both of those items.

John Steinbrink:

What about liability for these facilities?

Jane Snell:

We currently do that right now. For the liability we give them our liability coverage. And so during that particular day any injuries or anything related to our polling location being there, we provide them with coverage.

Michael Serpe:

It was unfortunate what happened with the negative publicity in the last election. But what wasn't said was the great job that you and your staff did on bringing that election to conclusion with virtually no hiccups, no road bumps. Good job.

Jane Snell:

Thank you.

Michael Serpe:

And I'd move approval of the memorandum of understanding.

Mike Pollocoff:

I second it.

John Steinbrink:

Motion and a second. Any further discussion? Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? Motion carries.

Kris Keckler:

Move approval of Ordinance 18-50.

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Dave Klimisch:

Second.

John Steinbrink:

Motion and a second on 18-50. Any discussion?

Dave Klimisch:

I'd like to follow up on what Mike was saying that I applaud you and your team to canvass the area businesses that have facilities that met our standards. In a short time there was a lot to do. I think we had 75, 78 percent turnout in the last election which could have overwhelmed a lesser community. And you guys handled it in stride. And to be able to find a facility that keeps Wards 12, 13 and 14 in the same general area while still acknowledging the flow of the traffic impacts that could be an impact to those businesses I like the way the wards are moving around and I thank you for the time that you put into it.

John Steinbrink:

Any other further discussion? Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? Motion carries.

John Steinbrink:

Once again thank you. Unfortunately the state and other people keep burdening you with more things that you don't get paid for and all your helpers don't really get paid for the extra work there. It makes life difficult and don't really listen to the common sense suggestions the clerks around the state give to these folks. If they did that life would be a lot better and simpler and elections would go smoothly. Thank you again for your work.

SERPE MOVED TO ACCEPT AND APPROVE MEMORANDUM OF UNDERSTANDING BETWEEN VILLAGE OF PLEASANT PRAIRIE AND THE ADDISON OF PLEASANT PRAIRIE FOR NEW POLLING LOCATION FOR WARDS 13 AND 14; SECONDED BY POLLOCOFF; MOTION CARRIED 5-0.

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KECKLER MOVED TO ADOPT ORDINANCE #18-50 TO AMEND CHAPTER 98 OF THE MUNICIPAL CODE RELATING TO CHANGES TO POLLING PLACES IN THE VILLAGE OF PLEASANT PRAIRIE; SECONDED BY KLIMISCH; MOTION CARRIED 5-0.

J. Consider and approve the 2019 Mobile Home License renewals.

Jane Snell:

Mr. President and Trustees, before you tonight are the 2019 mobile home renewal licenses for four mobile home parks in the Village of Pleasant Prairie. It's the City View Mobile Home Park at 4303 75th Street, Westwood Estates Mobile Home Park at 7801 88th Avenue, Timber Ridge Mobile Home Park at 1817 104th Street, and Scotty's Mobile Home Park located at 5310 75th Street.

According to Community Development staff there are several zoning violations that affect City View Mobile Home Park and Westwood Estates Mobile Home Park. I've provided the Board with copies of those particular violations. The deadline for complying with those deadlines was today, December 17th. And at this point I'm not sure if they've been resolved or not.

But moving forward with our renewal here, the building and inspecting department had completed their inspections and there were no violations there. There are no delinquent taxes, fees, utilities or invoices. And background checks have been completed by our police department, and no Municipal Court forfeitures exist. All license fees have been paid.

I recommend renewal of the mobile home park licenses for Timber Ridge Mobile Home Park and Scotty's Mobile Home Park for the period of January 1, 2019 through December 31, 2019 subject to the provisions of Chapter 221 of the Municipal Code. I further recommend renewal of the mobile home park licenses for City View Mobile Home Park and Westwood Estate Mobile Home Park contingent upon resolution of the zoning violations as stated in the attached Community Development license renewal inspections and subject to the provisions of Chapter 221 of the Municipal Code.

Kris Keckler:

I move approval as outlined. I do have one question about the fees that may be applicable, citations of \$691 per citation per date may be issued.

Jane Snell:

I would have to defer that to Jean.

Jean Werbie-Harris:

Whenever there's an outstanding zoning violation after several months of noncompliance, if after we've given them a number of extensions we can go out and we can issue a citation to them for the noncompliance.

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Kris Keckler:

I just didn't know if that was kicking in right now.

Jean Werbie-Harris:

No, no, we'll give them this week.

Dave Klimisch:

I second.

John Steinbrink:

Motion and a second. Any further discussion? Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? Motion carries.

KECKLER MOVED TO APPROVE THE 2019 MOBILE HOME LICENSE RENEWALS OF TIMBER RIDGE MOBILE HOME PARK AND SCOTTY'S MOBILE HOME PARK FOR THE PERIOD OF JANUARY 1, 2019 THROUGH DECEMBER 31, 2019 SUBJECT TO THE PROVISIONS OF CHAPTER 221 OF THE MUNICIPAL CODE AND TO CITY VIEW MOBILE HOME PARK AND WESTWOOD ESTATE MOBILE HOME PARK CONTINGENT UPON RESOLUTION OF THE ZONING VIOLATIONS AS PRESENTED IN WRITTEN FORM FOR THE PERIOD OF JANUARY 1, 2019 THROUGH DECEMBER 31, 2019 SUBJECT TO THE PROVISIONS OF CHAPTER 221 OF THE MUNICIPAL CODE; SECONDED BY KLIMISCH; MOTION CARRIED 5-0.

7. VILLAGE BOARD COMMENTS

Mike Pollocoff:

I can't remember their name, the couple that came and commented about Cooper Road. I've noticed that -- and I don't know why it's happening where sometimes traffic is waiting on Cooper Road, they're parking on this rural profile. And the Village went to great expense when we did Cooper Road and 85th Street to provide a four lane curbed access all from 85th Street down to almost 85th Place for them to stack traffic. And for them to stack traffic in the area that we didn't make the improvement on, leave it unimproved, I don't know what drives that.

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Jean Werbie-Harris:

It's driven by the need to get to that south parking lot for the younger students. And they don't want them to be lining up along the west side because it would block the parents going into the northern driveway. So for those that are picking up from the preschool and from the earlier kids that are only there for portions of the day they wait on the road there. When they open the gates then they can go into that southern entrance. So there would have to be a conversation with the new principal.

Mike Pollocoff:

It's the principal that's --

Jean Werbie-Harris:

I mean it was causing a problem because they were queuing and they were stacking up, and they weren't allowing for parents to come into that northern entrance, and that's where the buses come in.

John Steinbrink:

Is there adequate signage there?

Mike Pollocoff:

No, there's no signage. And really the drop on Cooper Road on the east side is pretty significant.

Jean Werbie-Harris:

It is.

Mike Pollocoff:

I mean it really isn't -- people who live there won't park there. I don't know if putting them there is safe at all. I don't know if that adds to the problem or makes it worse. Maybe they'd want to help us widen the profile to the road farther south if they want to use it.

Nathan Thiel:

Trustee Pollocoff, I did note that staff will review and we'll go back and revisit. I can reach out to the principal.

John Steinbrink:

And in concern to the drain the man discussed on the Packard property that went nowhere, there used to be years ago a piece of pipe that ran along the property line next to the field there to the

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next property. And my assumption was it was used to carry water away from the front of the property to the rear. And I think somebody finally buried it if I remember right along that line so it disappeared. But I have no idea where it goes.

Mike Pollocoff:

I think that was blocked [inaudible], one of those tiles to nowhere.

John Steinbrink:

Anything else?

Michael Serpe:

Merry Christmas to everybody.

- 8. ENTER INTO EXECUTIVE SESSION PURSUANT TO §19.85(1)(E) WIS. STATS, TO DISCUSS, DELIBERATE OR NEGOTIATE THE PURCHASE OF PUBLIC PROPERTY, INVEST OF PUBLIC FUNDS, OR CONDUCT OTHER SPECIFIED PUBLIC BUSINESS, WHENEVER COMPETITIVE OR BARGAINING REASONS REQUIRE A CLOSED SESSION.**

Kris Keckler:

So moved.

Dave Klimisch:

Second.

John Steinbrink:

Motion and a second. Those in favor?

Voices:

Aye.

John Steinbrink:

Motion carries. We will return to open session for the purpose of adjournment only. No other business will be conducted.

KECKLER MOVED TO ENTER INTO EXECUTIVE SESSION; SECONDED BY KLIMISCH; MOTION CARRIED 5-0.

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9. RETURN TO OPEN SESSION AND ADJOURNMENT

**SERPE MOVED TO RETURN TO OPEN SESSION AND ADJOURN THE MEETING;
SECONDED BY KECKER; MOTION CARRIED 5-0 AND MEETING ADJOURNED AT 8:20
P.M.**