

## **MINUTES April 4, 2011**

Minutes of the regular meeting of the Board of Trustees of the Village of Elkhart Lake held on Monday, April 4, 2011 at the Grashorn Memorial Civic Center in the Village of Elkhart Lake with the agenda having been duly posted on Friday, April 1, 2011 between the hours of 11:27 A.M. and 11:55 A.M. at National Exchange Bank and Trust, the Elkhart Lake Post Office, Community Bank and Trust and the Municipal Office and posted on the Village website at 12:15 P.M. on April 1, 2011.

President Rudnick called the meeting to order at 7:00 P.M. with the following Trustees present: Mike Wolf, Rola Ann Klahn, Steve Kapellen, and Richard Sadiq. Trustees Pam Garton and Lynn Shovan were absent.

Others in attendance included: Rich Solek; Patrick Drinan; Gina Borland; Jeanette Moioffer, Clerk; Jessica Potter, Administrative Assistant to Clerk-Treasurer.

The Pledge of Allegiance was recited.

The Board decided to move item XI. after the annual reports.

Approval of Minutes –

(Sadiq/Wolf) moved to approve the Minutes of March 7<sup>th</sup> and 21<sup>st</sup>, 2011.

Motion Carried Unanimously

Treasurer's Report –Moioffer

(Kapellen/Klahn) moved to approve the March 2011 Treasurer's report as printed.

Motion Carried Unanimously

Public Comment – None

## **ANNUAL REPORT**

*SHEBOYGAN COUNTY ECONOMIC DEVELOPMENT CORPORATION* – Drinan

Drinan reviewed the history of the Sheboygan Development Corporation and its transformation to the Sheboygan County Economic Development Corporation (SCEDC). Drinan also discussed the "Promise of Sheboygan County" video. Drinan discussed the priority action items for the SCEDC including securing \$3 million in order to receive the \$12 match from the State for the Plymouth to Kohler railroad project and financing programs to help early stage companies. Drinan explained that the SCEDC is looking to create a fund of about \$2 million dollars to provide loans to companies. The SCEDC has a 2011 budget of \$300,000. Drinan also asked the Board to sign up for the e-newsletter.

*NORTHERN MORAINÉ UTILITY COMMISSION – Solek*

Solek provided an update for the Northern Moraine Utility Commission. The second module has been operating since November 2010 and due to the new process there has been no sludge created since September 2010. The utility has met all the guidelines for discharging effluent for the sewer plant, but Solek explained that the process is not working as effectively as they were promised as part of their contract, but part of the reason for that this it started operating in colder temperatures (November) and the micro organisms have not had time to grow and this should take care of itself as the weather warms. Rudnick asked what the savings were for this type of plant. Solek stated he does not know the extent of the savings as we will be spending more on electrical use, but the utility will not have to haul sludge any longer. Solek explained there have been some inquiries from other communities and treatment facilities about the process that the Northern Moraine Utility is now using. Solek stated the treatment facility should have at least a 20-year life span of the treatment facility, but some equipment may need replacing in that time frame.

**NEW BUSINESS**

Business Expansion Loan & Sign Grant – Gina Borland

Rudnick stated the CDA has recommended providing Gina Borland with a business expansion loan and sign grant. The Board reviewed the loan and sign grant application.

(Sadiq/Klahn) moved to approve the business expansion loan of \$5,000 and a sign grant not to exceed \$2,000 for Gina Borland for Gina’s Custom Framing and Specialty Gifts.

Motion Carried Unanimously

By a roll call vote

**COMMITTEE REPORTS**

*MARCH BUILDING PERMIT REPORT – Moioffer*

The Board did not receive the March building permit report. This will be e-mailed later in the week.

*ADMINISTRATION AND FINANCE COMMITTEE – Sadiq*

- 1) The Committee recommended creating a health insurance payment schedule for part-time employees.

*PUBLIC WORKS – Wolf*

- 1) The Committee approved the minutes from March 7, 2011 and discussed the March 28, 2011 meeting which discussed public works staffing. The Committee will meet again on April 19<sup>th</sup> to discuss the part-time public works position.

*CDA – Rudnick*

- 1) The CDA approved the minutes from February 24, 2011 and Rudnick provided highlights from the March 31<sup>st</sup> meeting.
- 2) The CDA recommended a business expansion loan and sign grant for Gina Borland.
- 3) The CDA will meet to continue developing a strategic plan.
- 4) Rudnick also explained the Chamber of Commerce formed a new committee which may include helping attract, recruiting, and supporting business in Elkhart Lake.

*PLANNING COMMISSION – Rudnick*

- 1) The Planning Commission approved the February 16, 2011 minutes and Rudnick provided highlights from the March 23<sup>rd</sup>, 2011 meeting.
- 2) The Commission approved Gina Borland's sign permit and continued review of the sign ordinance and subdivision ordinance.

*PRESIDENT'S REPORT – Rudnick*

There was nothing to report.

**UNFINISHED BUSINESS:**

Fireworks Contract

Rudnick stated that the Village would be able to receive a larger number of bonus fireworks by signing a three-year contract. Rudnick reported that George Fragias from J & M Displays indicated that if after 1 or 2 years that Village is unhappy we could walk away friendly. Rudnick was inquiring if the Board would amend the last motion to allow the Village to sign a 3-year contract. Wolf asked if Rudnick stated to J & M that the Village base's the next year contract on this year's performance. Rudnick did not discuss that with J & M. Sadiq stated he would not have a problem with a 3-year contract as long as there is language allowing the Village to opt out. Wolf suggested asking J & M for a price discount or more fireworks because the Village does not hold the fireworks on the 4<sup>th</sup> of July for the next 3 years. Wolf was wondering how many firework shells the Village would be receiving in 2011, as opposed to the number of shells used in 2010.

(Klahn/Sadiq) moved and seconded to approve signing a 3-year contract with J & M Displays for the fireworks, with this year's contract not to exceed \$13,000.

Roll Call Vote:

ayes: Sadiq, Kapellen, Rudnick, Klahn

nays: Wolf

Motion Carried

**NEW BUSINESS:**

Resolution 7-2011 Part-Time Employee Health Insurance Schedule

Rudnick stated the Administration and Finance Committee recommended creating a health insurance payment schedule for employees. Moioffer explained that this resolution creates categories showing the health insurance premiums schedule, while the State somewhat dictates the percent of the premiums the Village must pay.

Trustee Wolf introduced Resolution Seven-2011- Part-Time Employee Health Insurance Schedule.

(Kapellen/Sadiq) moved and seconded to approve Resolution Seven-2011-Part-Time Employee Health Insurance Schedule.

Motion Carried Unanimously  
by roll call vote

**RESOLUTION SEVEN - 2011  
VILLAGE OF ELKHART LAKE  
SHEBOYGAN COUNTY, WISCONSIN**

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**VILLAGE EMPLOYEES HEALTH INSURANCE SCHEDULE**

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**WHEREAS** the Board of Trustees of the Village of Elkhart Lake offers the Group Health Insurance Program to eligible personnel through the program of the State of Wisconsin Group Insurance Board, and abides by the terms of the program as set forth in the contract between the Group Insurance Board and the participating health insurance providers; and

**WHEREAS** the Village of Elkhart Lake abides by the employer and employee health insurance premium contributions as laid forth by the Wisconsin Group Insurance Board;

**NOW, THEREFORE, BE IT RESOLVED** the Village of Elkhart Lake is creating three levels of health insurance premiums contribution for its employees, based on the number of hours an employee works per year, as follows:

- Employees working 0 to 1039 hours in a year
- Employees working 1040 to 1663 hours in a year
- Employees working 1664 hours or more in a year

Attest:

Adopted and approved this  
4th day of April, 2011.

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Alan S. Rudnick, President

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Jeanette L. Moioffer, Clerk

\_\_\_\_\_  
Michael Wolf, Trustee

Bay-Lake's 2011 Community Economic Development Project Inventory

Moioffer explained that the Village puts this listing together every year, in which the Village lists its major projects for the future. The Board discussed some possible projects. The project inventory will be put on the April 19<sup>th</sup> Public Works Committee agenda. Wolf asked for a listing of a previous inventory.

Board Organizational Meeting

Rudnick discussed the board's organizational meeting set for April 19<sup>th</sup>. Rudnick asked if there were any objections to changing the start time to 5:00 pm. There was a consensus of the Board to hold the meeting on Tuesday, April 19, 2011 at 5:00 pm.

March 15, 2011 Board of Review Training-Sheboygan

Moioffer stated that the County Clerk's office will be hosting Board of Review training on March 15, 2011.

## **TRUSTEE REPORTS**

Wolf stated he does have some information on the doggie stations. He stated that doggie stations are about \$250 to \$300 apiece. This will be discussed at the Public Works Committee.

Klahn asked why the phone booth has not been removed. Klahn asked about the delinquent loans from the CDA. Rudnick stated he is working with Three Gables Consignment Shop. Klahn asked about the Door County Glass loan. Rudnick stated the CDA doubts we will receive money from him. Moioffer stated that there is an outstanding loan to JaCobb Koebel. Moioffer stated that all other loans we have are currently being paid.

Kapellen asked how many doggie stations the Village was looking at locating in the Village. Wolf stated we are looking at possibly four stations.

## **COMMUNICATIONS**

The Board had received copies of the communications via email throughout the month.

## **CLERK'S REPORT**

A Public Health and Welfare Committee was scheduled for Thursday, April 7, 2011 at 9:00 a.m.

(Kapellen/Wolf) moved that the meeting be adjourned at 7:50 p.m.

Motion Carried Unanimously

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Jeanette L. Moioffer, Clerk-Treasurer

Prepared by: Jessica Potter, Assistant to Clerk-Treasurer/Administrator

## **MINUTES April 18, 2010**

Minutes of the regular meeting of the Board of Trustees of the Village of Elkhart Lake held on Monday, April 18, 2011 at the Grashorn Memorial Civic Center in the Village of Elkhart Lake with the agenda having been duly posted on Friday, April 15, 2011 between the hours of 10:40 A.M. and 11:10 A.M. at National Exchange Bank and Trust, the Elkhart Lake Post Office, Community Bank and Trust and the Municipal Office. The agenda was posted on the Village website at 12:00 P.M. on April 15, 2011.

President Rudnick called the meeting to order at 7:01 P.M. with the following Trustees present: Mike Wolf, Rola Ann Klahn, Pam Garton, Steve Kapellen, Richard Sadiq, and Lynn Shovan.

Others in attendance included: Frank Haeger; Jane Haeger; Tom Nelson; Jake Gerand; Bill Jacob; Nancy Hanlon; Jim Hanlon; Kevin Mackey; Martha Schott; Conrad Barrows; Barbara Barrows; Lola Roeh; Kathleen Eickhoff; Larry Van Akkeren; Jeanette Moioffer, Clerk; Jessica Potter, Administrative Assistant to Clerk-Treasurer.

The Pledge of Allegiance was recited.

The Board decided to move items VII. A. and VII. C. to after the annual reports.

Public Comment –

There was no public comment.

## **ANNUAL REPORT**

### ***TOURISM COMMISSION*** – Eickhoff

Eickhoff presented the Board with an overview of tourism activities of the last year and plans for the current year. Eickhoff stated that Elkhart Lake lost 10.8% in overnight tourism revenue in 2009, so due to the loss changes were made at the Tourism Commission. Tourism designs the visitors guide in-house, negotiates, purchases, designs, and executes all advertising, and created a marketing plan with more flexibility. The staff tries very hard to keep the fixed costs low, so that money can be spent on promotion and advertising. In 2010, Elkhart Lake hosted its first media tour, with three more occurring in 2011. The goals and strategies laid forth for 2011 are to increase summer occupancy, strengthen the shoulder season markets, further develop niche markets, and support the meetings market which drives mid-week corporate sales. The Tourism Commission feels optimistic about the season ahead.

## **UNFINISHED BUSINESS**

### **Pier Conditional Use Permit - Osthoff**

Rudnick stated the Board had tabled a decision on the Osthoff's Pier Conditional Use Permit (CUP). Wolf asked if we had received any comments in addition to those included in the Board packet in regards to the CUP. Potter stated the Village had not. Rudnick stated that to receive a CUP the Osthoff needs to show a hardship. Rudnick stated that many of the residents who spoke at the public hearing were concerned about the impact on the lake as a whole. Rudnick stated he did not think that overall the CUP for the pier would benefit the lake. Garton stated that she concurred with Rudnick and that the Shoreland Ordinance states to grant a CUP there needs to be compelling evidence and substantial reasons on why a CUP is being requested. She does not feel this has been met. Garton also reviewed the criteria for which the Board should evaluate the effect of the proposed project. Garton stated that one of the criterion is on other similar permitted structures/cumulative impact and Garton stated there are not structures similar to this, but if this CUP is approved it would make it very difficult to say no to other similar proposals on the lake.

Roeh stated that the request was made because they had been receiving requests from people around the lake to have a place to park the boat. The other reason was to take a proactive approach to managing the lake front from the Osthoff's perspective. Roeh explained that when the Osthoff has a busy summer day they will have 12 to 15 people standing on the end of the pier and there are about 3 boats tied to the end of the pier and 3 or 4 that have anchored close to the pier. Roeh stated that this is a safety issue. The lake is just as important to the Osthoff as it is to the residents around the lake. The Osthoff has tried to be a good neighbor for the last 13 years. Roeh stated it is up to the Board to decide how much of a safety issue it is. Roeh said they can manage their property once someone is on the property, but they cannot stand at the end of the pier and tell people to go away. The intent of the request was to manage the volume and safety issues, but not to put additional pressure on the lake. Roeh rescinded the request for the CUP for the pier at the Osthoff.

N. Hanlon stated she wanted the businesses to know that they did not want to stop something from happening and thinks the Osthoff had been a great neighbor, but feels that approving the CUP would be weakening the Shoreland Ordinance. The Elkhart Lake Improvement Association would like to keep the ordinance strong.

Rudnick stated the request will be filed.

#### Refuse Collection Contract

Klahn provided information from the Public Health and Welfare Committee related to the refuse collection quotes. Klahn stated that three companies were sent our specifications for refuse collection. The Committee recommends choosing Larry's Hauling for a three-year contract. Rudnick asked Van Akkeren about electronic pick-up. Van Akkeren stated that residents need to call the office and tell Larry's Hauling their address and the resident will be billed separately. Van Akkeren stated that the e-waste fees varies depending on the item. Garton stated the Committee had looked at three quotes, including every other week recycling and once a month recycling, it is not as effective and the Village will notice an increase in tonnage. Wolf asked Van Akkeren how the fuel surcharge operates. Van Akkeren stated that he bid on \$3.50 per gallon and then the fuel surcharge is based on a percent and it increases every \$.25.

(Shovan/Garton) moved to accept Larry's Hauling quote for refuse collection and sign a three-year contract.

Motion Carried Unanimously  
by a roll call vote

### **COMMITTEE REPORTS**

#### *LIBRARY BOARD – Klahn*

- 1) The Board had received the minutes from March 14<sup>th</sup>, 2011 meeting and the following are highlights from the April 11<sup>th</sup>, 2011 meeting.
- 2) The Board reviewed a copy of the Director's Report.
- 3) The Library Board continued line-by-line review of the Planning Committee Report.
- 4) The volunteer policy had its third reading.
- 5) A new photocopier is now available at the library.
- 6) The nominating committee opened the floor and received nominations for officers of the Library Board.

#### *ADMINISTRATION AND FINANCE – Sadiq*

- 1) The Board received the Committee meeting minutes from March 21<sup>st</sup>, 2011.
- 2) Klahn and Potter took a look at the First Responder Building to see what should be kept and what should be sold.
- 3) The Committee continued to review the employee manual.

#### *COUNTY SHORELAND STAKEHOLDERS MEETING – Garton/Potter*

Garton stated that the last stakeholder meeting concentrated on impervious surfaces. The stakeholders will meet up to two times a month.

*ECONOMIC DEVELOPMENT* – Sadiq

The Committee met tonight and discussed the acquisition of industrial land.

*PUBLIC HEALTH & WELFARE* – Klahn

- 1) The Board had received the minutes from April 7<sup>th</sup>, 2011 meeting and the following are highlights from the April 13<sup>th</sup>, 2011 meeting.
- 2) The Committee reviewed the quotes for refuse collection and recommended signing a 3-year contract with Larry's Hauling.

*TREE COMMISSION* – Moioffer

- 1) The minutes of the March 16<sup>th</sup>, 2011 meeting were provided and the following are highlights from the April 14<sup>th</sup>, 2011 meeting.
- 1) The Arbor Day program is set for 10:30 on April 29<sup>th</sup>, 2011. A tree will be planted across from the Chamber Building, outside of the railroad right-of-way.
- 2) The Commission also discussed its possible spring plantings in Quadrant III including one on Osthoff Avenue, one near the southeast corner of the Depot parking lot.

*NORTHERN MORAINES UTILITY* – Moioffer

The Board had received the minutes from March 14<sup>th</sup>, 2011 meeting.

*BUILDING INSPECTION REPORT MARCH* – Moioffer

The Board had received the building inspection report for March.

*PRESIDENTS REPORT* – Rudnick

- 1) Rudnick reviewed the League of Wisconsin Insurance Conference he attended.
- 2) The conference stressed that every employee and trustee should have their own email and these emails should be archived. This is because of legal reasons that could arise and open records requests. There was a seminar on using social media and indemnity and immunity from lawsuits for municipalities.

**UNFINISHED BUSINESS**

Fireworks

Rudnick reported that the Village has received and signed the 3-year contract with J & M Displays for fireworks.

Weather Warning Sirens

Moioffer reported there were some problems found on April 13<sup>th</sup>, but that as of today all the sirens should be working and will go off for two minutes starting April 27<sup>th</sup>. Sadiq inquired about the possibility of connecting the siren at the fire station into the loop with the other three sirens. Sadiq stated he heard it would only cost \$100.00 to hook the siren up. Wolf asked if all the sirens are connected, including the one at the fire station will all of them go off at noon. Moioffer will speak with Chief Boeldt on the matter. Rudnick stated he will look for Town of Rhine approval at the Joint Fire Station Committee meeting on April 21<sup>st</sup>.

(Garton/Klahn) moved and seconded to spend up to \$200.00 to hook up all sirens.

Motion Carried Unanimously

by a roll call vote

**NEW BUSINESS**

Lions Park, Brat Fry, May 7, 2011- Garage Sale Day- Basketball Club

(Klahn/Sadiq) moved to approve the basketball club holding a brat fry at lions park on May 7, 2011 (garage sale day).

Motion Carried Unanimously  
by a roll call vote

Depot Lease – 2011 for Mix & Mingle

(Shovan/Klahn) moved to approve the Depot Lease for 2011 for Mix & Mingle.

Motion Carried Unanimously

Arbor Day Proclamation

Rudnick signed a proclamation declaring April 29, 2011 Arbor Day.

**TRUSTEE REPORTS**

Wolf questioned why Chief Boeldt had called the attorney to find out if the employees had a contract. Moioffer stated he received her permission. Wolf also had questions regarding the trustee emails. Wolf stated these emails have been having more advertising lately. Wolf asked how secure these emails were. Rudnick stated that to gain access to the emails, one would need a password. Rudnick stated he will set up a time when Eric, the man who has worked to create the emails, will come in and discuss this with the Board and staff.

**COMMUNICATIONS**

The Board had received copies of the communications via email throughout the month.

**CLERK’S REPORT**

Moioffer presented the first quarter budget report. Moioffer discussed a meeting between herself and Steve Rautmann and an ISO representative. Moioffer stated that the Memorial Day Celebrations will be held at 11:00 am on May 28<sup>th</sup>, 2011. There are some upcoming meeting this week, including Public Works, the Board Organizational Meeting, Planning Commission, and the Joint Fire Station Committee.

**VOUCHER APPROVAL**

The following library vouchers were approved by the Library Board and presented to the Board for payment:

V-165	Bankcard Services	Library music, videos & music	\$341.79
V-168	Upstart	Library programs	56.00
V-170	WE Energies	Library Mar. power & light	302.73
V-176	Badger Office City	Office supplies	174.67
V-177	Baker and Taylor	Library books, music & videos	762.61
V-187	Demco	Library FOL	426.76
V-190	Feed Mill Market	Cleaning supplies	11.01
V-191	Frontier	Library phone service	78.99
V-192	Gale Group	Library books	290.61
V-195	Globalcom	Library long distance service	8.90

V-196	Delaine Goodell	Mar. cleaning	63.00
V-197	Grimm book Bindery	FOL-Bind Depot Dispatch	113.67
V-201	Elkhart Lake Water Dept	1st quarter water	7.93
V-202	Kone, Inc.	Library-elevator maint.	199.92
V-205	Michelle Galloway	Mar. cleaning	211.50
V-208	Penworthy Company	Library books	315.57
V-214	Ross Imagining LLC	New copier & maint. fee	3,362.94
V-221	Sun Graphics	Library envelopes	65.94
V-227	Weyenburg Library	Replace lost book	23.45
V-229	Wisconsin Newspress	Library Review subscription	39.00
V-230	Wis. Public Service	Library natural gas	164.23
	Total library		\$7,021.22

(Klahn/Garton) moved that the Library vouchers be paid as presented.

Motion Carried Unanimously

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

WV-058	Adcom Technologies	Water-Anti virus software	\$48.00
WV-059	Bankcard Services	Water office supplies & rivet	8.00
WV-060	U.S. Cellular	Water cell phone	37.25
WV-061	WE Energies	Power & Light	1,015.85
WV-063	Village of Elkhart Lake	Sewer Col	448.23
WV-064	Elkhart Lake Postmaster	Postage to mail water bills	138.01
WV-065	Corson, Peterson & Hamann	Acct 3 <sup>rd</sup> & 4 <sup>th</sup> qt. 2010	1,400.00
WV-066	Diggers Hotline, Inc.	Diggers hotline fees	1.74
WV-067	Elkhart Lake Water Dept.	1 <sup>st</sup> Quarter water	24.01
WV-068	Frontier	Water phone & internet serv.	54.44
WV-069	Globalcom Inc. USA	Water long distance	6.18
WV-070	Hawkins Water Treatment	Water Chlorine	435.50
WV-071	Martelle Water Treatment	Water chemicals	1,277.75
WV-072	Jessica Potter	Water training mileage	103.50
WV-073	Rich Solek	Water-solek uniform allow	35.97
WV-074	Village of Elkhart Lake	Water wages-Feb.	3,286.85
WV-075	Wisconsin Public Service	Water Natural Gas	116.73
WV-076	Village of Elkhart Lake	Sewer Col	7,936.18
WV-077	Village of Elkhart Lake	Sewer Col	11,924.40
	Total water bills		\$28,298.59

(Sadiq/Shovan) moved that the Water Utility vouchers be approved and paid as presented.

Motion Carried Unanimously

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

V-173	Associated Wealth Manage.	TIF/CDA bond acc. Annual fee	\$363.00
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Total C.D.A. bills \$363.00

(Klahn/Sadiq) moved that the CDA vouchers be approved and paid as presented.

Motion Carried Unanimously

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

V-164	Adcom Tech., Inc.	Anti-virus	\$191.99
V-165	Bankcard Services	Police uniform/garmin, etc.	879.71
V-166	Citgo	Garage/Police gas	1,394.19
V-167	Elkhart Lake High School	Safety Patrol	700.00
V-169	U.S. Cellular	PW & Tourism cell phone	97.32
V-170	WE Energies	Power & Light – March	7,680.47
V-171	Airgas North Central	F.R. Oxygen	246.89
V-172	Ascedia, Inc.	Board-web site hosting	200.00
V-174	Associated Wealth Manage	F.D. Bond payment	55,691.25
V-175	Aurora EAP	EAP 2 <sup>nd</sup> Qt. fee	87.75
V-178	Bardon Enterprises	Fire Dept. supplies	124.00
V-179	Baycom Inc.	Police-ticket paper	41.00
V-180	Benefit Advantage	Flex plan monthly fee	35.00
V-181	Randy Boeldt	Police-ammunition	118.89
V-182	Burkart Heisdorf Insurance	Police accident insurance	1,761.00
V-183	Business form & Acct.	Clerk-payroll checks	135.36
V-184	CEC	F.D. Fire monitoring	250.00
V-185	Corson, Peterson & Hamann	4 <sup>th</sup> qt. 2010 financial report	3,250.00
V-186	Creative Product sourcing	Police-crime prev. aware. bracket	46.50
V-188	Edgarton, St. Peter & Petak	Village Legal Service	382.00
V-201	Elkhart Lake Water Dept.	1 <sup>st</sup> Quarter water bills	408.81
V-189	Ergometrics	Police-applicant testing	290.18
V-190	Feed Mill Market	Cleaning supplies	24.44
V-191	Frontier	Phone Service & Internet	569.15
V-193	Gall's Inc.	Police-Niemi uniform	95.64
V-194	Gina Custom Framing	CDA business exp. Loan	5,000.00
V-195	Globalcom	Long distance service	49.17
V-196	Delaine Goodell	Mar. cleaning	63.00
V-198	Grota Appraisals LLC	Assessment April-June 2011	2,225.00
V-199	Hawley, Kaufman & Kautzer	Police legal services	511.00
V-200	JT Construction, LLC	Chamber Bldg. repairs	1,200.00
V-203	Lakeshore Tech College	Police training	100.80
V-204	Larry's Hauling	Refuse & recycling Coll.	4,811.85
V-205	Michelle Galloway	March Cleaning	211.50
V-206	National Exchange Bank	Safety deposit box	35.00
V-207	Northern Moraine Utility	Sewage Treatment	15,123.35
V-209	Plymouth Ambulance Service	F.D. CPR training	140.00
V-210	Jessica Potter	Clerk-mileage	81.50
V-211	Principal Life	Employee life insurance	102.76
V-212	Quill	Police office supplies	55.95
V-213	Ray O'Herron Co., Inc.	Police-drug money	944.36

V-215	Schetter Electric	Garage light repair	110.99
V-216	Schwaab	Clerk-ink pads for stamper	62.00
V-217	Sheb. County Treasurer	Court Assessments-Mar.	563.20
V-217	Sheb. County Treasurer	Court restitution	50.00
V-217	Sheb. County Treasurer	Road Salt	1,563.35
V-218	Staples	Clerk Office supplies	45.53
V-219	State of Wisconsin	State Court Assessments	1,245.80
V-220	Streichers	Police chief clothing allowance	60.00
V-221	Sun Graphics	Police letterhead	279.33
V-222	TDN Tree Service LLC	Replace banners	385.00
V-223	The Osthoff Resort	First Responders banquet	1,365.26
V-224	The Town of Rhine	2010 Court fines	400.00
V-225	U.S. Cellular	Police cell phone	83.02
V-226	J & M Displays, Inc.	Fireworks	13,000.00
V-228	Wis. Dept of Justice	Police-state computer time	213.00
V-229	Wisc. Newspress	Publish legals & help wanted	394.20
V-230	Wisconsin Public Service	Natural gas	1,417.52
V-231	Wisc. Taxpayer alliance	Wis. Taxpayer-3 yr sub.	36.97
	Total General checks		\$126,631.95
	Total March Payroll Expenses		\$77,911.31
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	Total		\$204,543.26

(Shovan/Sadiq) moved and seconded that the April vouchers be approved and paid as presented.  
Motion Carried Unanimously

(Garton/Klahn) moved and seconded to adjourn the meeting at 8:26 p.m.  
Motion Carried Unanimously

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Jeanette L. Moioffer, Clerk

Prepared by: Jessica Potter, Deputy Clerk-Treasurer/Administrator

### **MINUTES April 19, 2010**

Minutes of the organizational meeting of the Board of Trustees of the Village of Elkhart Lake held on Tuesday, April 19th, 2011, at the Grashorn Memorial Civic Center in the Village of Elkhart Lake with the agenda having been duly posted on Friday, April 15th, 2011, between the hours of 10:40 A.M. and 11:00 A.M. at National Exchange Bank and Trust, the Elkhart Lake Post Office, Community Bank and the Municipal Office.

President Rudnick called the meeting to order at 5:02 P.M. with the following trustees present: Rola Klahn, Mike Wolf, Pam Garton, Lynn Shovan and Steven Kapellen. Trustee Richard Sadiq was absent. Others in attendance included: Jeanette Moioffer, Clerk and Jessica Potter, Administrative Assistant.

Election Results April 5th, 2011 Spring Election --- 391 voters

Alan Rudnick-----President	344 votes
(Write-in) Scattered-----President	6 votes
Total Votes Cast for President	350 votes

Richard Sadiq-----Trustee	319 votes
Michael Wolf-----Trustee	292 votes
Rola Ann Klahn -----Trustee	288 votes
(Write-In) Scattered-----Trustee	4 votes
Total Votes Cast for Trustees	903 votes

Clerk Moioffer reported that the following were declared elected by canvas of the Election Board and have signed their oath of office:

President – Alan S. Rudnick  
Trustees – Michael Wolf, Richard Sadiq, and Rola Ann Klahn

(Kapellen/Shovan) moved to accept the election results of the Spring Election held on April 5th, 2011 presented by the Election Board of Canvassers (ATTACHMENT A) declaring that Alan S. Rudnick is elected President and Michael Wolf, Richard Sadiq, and Rola Ann Klahn are elected Trustees of the Village of Elkhart Lake.

Motion Carried Unanimously

(I-Kapellen/Klahn/Shovan) introduced, moved and unanimously approved by roll call vote the following resolution:

**RESOLUTION EIGHT - 2011  
VILLAGE OF ELKHART LAKE  
SHEBOYGAN COUNTY, WISCONSIN**

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**MEETING TIMES AND DATES**

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**BE IT RESOLVED**, that the dates of the regular meetings of the Board of Trustees of the Village of Elkhart Lake be scheduled for the first and third Monday of each month beginning at 7:00 p.m. If such a day falls on a holiday, the meeting shall be held the next day, Tuesday.

**BE IT FURTHER RESOLVED**, that the organizational meeting be held on the Tuesday after the third Monday of the month of April of each year at a time convenient for majority of the Board members.

Attest:

Adopted and approved this  
19<sup>th</sup> day of April 2011.

\_\_\_\_\_  
Alan S. Rudnick, President

\_\_\_\_\_  
Jeanette L. Moioffer, Clerk

\_\_\_\_\_  
Steve Kapellen, Trustee

(I- Klahn/Garton/Kapellen) introduced, moved and unanimously approved by roll call vote the following resolution:

**RESOLUTION NINE – 2011  
VILLAGE OF ELKHART LAKE  
SHEBOYGAN COUNTY, WISCONSIN**

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**DESIGNATION OF DEPOSITORIES FOR THE VILLAGE OF  
ELKHART LAKE, JEANETTE L. MOIOFFER, TREASURER**

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BE IT RESOLVED, that the National Exchange Bank and Trust and Community Bank are both qualified as a public depository under Chapter 34 of Wisconsin Statutes, both shall be and are hereby designated until further notice, depositories for all public monies coming into the hands of the Treasurer of the Village of Elkhart Lake, County of Sheboygan, State of Wisconsin

BE IT FURTHER RESOLVED, that any funds being held for a length of time are invested in the State of Wisconsin Local Government Investment Pool.

Attest:

Adopted and approved this  
19th day of April 2011.

\_\_\_\_\_  
Alan S. Rudnick, President

\_\_\_\_\_  
Jeanette L. Moioffer, Clerk

\_\_\_\_\_  
Rola Ann Klahn, Trustee

(I- Garton/Klahn/Shovan) introduced, moved and unanimously approved by roll call vote the following resolution:

**RESOLUTION TEN– 2011  
VILLAGE OF ELKHART LAKE  
SHEBOYGAN COUNTY, WISCONSIN**

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**DESIGNATION OF COMMITTEE SYSTEM**

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**BE IT RESOLVED**, that the Board of Trustees of the Village of Elkhart Lake have 8 standing committees: Administration and Finance; Public Works; Protection of Person and Property; Public Health and Welfare, Municipal Planning and Development, Economic Development, Education Liaison, and Joint EL/TR Fire Station Committee.

Attest:

Adopted and approved this  
19th, day of April 2011.

\_\_\_\_\_

Alan S. Rudnick, President

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Jeanette L. Moioffer, Clerk

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Pamela Garton, Trustee

(Sadiq/Kapellen) moved to appoint Jeanette L. Moioffer, Clerk-Treasurer for the Village of Elkhart Lake for a two year term.

Motion Carried Unanimously

Moioffer requested that titles be switched between Janice Schmitt and Jessica Potter to allow Potter to assume duties and attend functions as the Deputy Clerk-Treasurer.

(Shovan/Wolf) moved to appoint Jessica Potter, Deputy Clerk-Treasurer for the Village of Elkhart Lake for a two year term.

Motion Carried Unanimously

(Garton/Klahn) moved to retain Attorney John A St. Peter of the firm Edgerton, St.Peter, Petak & Rosenfeldt as Village Attorney on a fee basis with a \$50.00 retainer.

Motion Carried Unanimously

(Kapellen/Klahn) moved that the Clerk-Treasurer be appointed purchasing agent.

Motion Carried Unanimously

(Garton/Kapellen) moved that the Board of Trustees of the Village of Elkhart Lake elect a President Pro-tem in the absence of the President.

Motion Carried Unanimously

(Klahn/Wolf) moved that the minutes be posted and distributed before the second regular meeting of each month and that an agenda be posted before every regular or special meeting at National Exchange Bank & Trust, The Elkhart Lake Post Office, Community Bank and Trust and the Municipal Office.

Motion Carried Unanimously

(Shovan/Kapellen) moved that the date of the final budget hearing be set at the second meeting of November with the preliminary budget presented by the first meeting of November.

Motion Carried Unanimously

(Klahn/Garton) moved that all required publishing done for the Village of Elkhart Lake is done with the Plymouth Review.

Motion Carried Unanimously

(Wolf/Garton) moved that Corson, Peterson & Hammann be appointed to audit the books with the final reports needing to be completed to correspond with state reporting.

Motion Carried Unanimously

President Rudnick made the following changes and committee appointments for the 2011-2012 year:

**VILLAGE OF ELKHART LAKE  
COMMITTEE & COMMISSION APPOINTMENTS  
2011-2012**

**ADMINISTRATION AND FINANCE**

Finance, Bonds, Budget, Property Management.....Sadiq, Chair  
Insurance, Library Administration.....Klahn  
Ordinances, Employee Policy.....Rudnick

**PUBLIC WORKS**

Streets, Sidewalks, Drainage, .....Wolf, Chair  
Vehicles & Equipment, Parks, Weeds .....Shovan  
Water, Sewer.....Sadiq

**PROTECTION OF PERSON AND PROPERTY**

Police, Fire, .....Kapellen, Chair  
First Responders, House to House Sanctions.....Klahn  
Emergency Response Teams, Animal Control.....Shovan

**PUBLIC HEALTH AND WELFARE**

Refuse Collection, Recycling.....Klahn, Chair  
Nuisances.....Shovan  
Pollution, Insect Control.....Garton

**MUNICIPAL PLANNING AND DEVELOPMENT**

Village Planning, Zoning.....Wolf, Chair  
New Construction, Recreational Development.....Kapellen  
Building Authority.....Rudnick

**ECONOMIC DEVELOPMENT**

Tourism, Rep. on County Chamber Group.....Sadiq, Chair  
Land Acquisition.....Garton  
New Industry.....Wolf

**JOINT EL/TR FIRE STATION**

Fire Station Operation.....Kapellen, Chair  
Fire Department.....Rudnick

**EDUCATION LIASION**

School.....Garton, Chair  
School Board.....Klahn

(Wolf/Garton) moved that President Rudnick's committee appointments be approved.  
Motion Carried Unanimously

President Rudnick accepted the resignation of Pam Garton, Richard Sadiq, Rola Ann Klahn, Lynn Shovan and Steven Kapellen from the Zoning Board of Appeals.

President Rudnick appointed the following to the Zoning Board of Appeals:

Ron Nielsen – Three Year Term  
Jeff Krueger – Three Year Term, Chairman  
Terri Knowles – Two Year Term  
Christopher Sadiq – One Year Term  
Peter Menne – One Year Term  
Norm Littig – Alternate One  
Robert Busse – Alternate Two

(Shovan/Kapellen) moved that President Rudnick's appointments to the Zoning Board of Appeals, designating Jeff Krueger chairperson be approved.  
Motion Carried Unanimously

President Rudnick appointed Kapellen and Klahn to serve with himself on the Board of Review with Wolf, Garton, Shovan, and Sadiq serving as alternates.

(Klahn/Garton) moved that the appointment of Kapellen and Klahn to serve with Rudnick on the Board of Review with Wolf, Garton, Shovan, and Sadiq serving as alternates be approved.  
Motion Carried Unanimously

President Rudnick appointed Robert Johnson for a three-year term on the Planning Commission and Trustee Mike Wolf to serve with President Rudnick as the Board representatives. President Rudnick accepted the resignation of Rosemarie Lauer and appointed Matt Flora to fill the unexpired term (one year) of Rosemarie Lauer.

(Shovan/Kapellen) moved that the appointment Robert Johnson to the Planning Commission for a three year term and the appointment of Trustee Mike Wolf along with President Rudnick as Board representatives for a one-year term be approved. Matt Flora was appointed to fill the unexpired term of Rosemarie Lauer.  
Motion Carried Unanimously

President Rudnick appointed Lola Roeh and James Hanlon each to a four-year term on the Community Development Authority, and Trustee Alan Rudnick and Trustee Mike Wolf as the Board's representatives on the Community Development Authority.

(Garton/Klahn) moved that President Rudnick's appointment of Lola Roeh and James Hanlon for a four-year term on the Community Development Authority be approved and that Trustee Alan Rudnick and Trustee Mike Wolf to be the Board's representatives on the Community Development Authority.

Motion Carried Unanimously

President Rudnick appointed Laurie Stecker, Judy Salzwedel, Lola Roeh, Mary Lou Haen, Lynn Shovan and Board Representative Rola Ann Klahn as voting members to the Tourism Commission for one-year terms and Todd Montaba, Robert DerHammer and Patrick Robison as non voting members for one-year terms.

(Garton/Kapellen) moved that the appointments of Laurie Stecker, Judy Salzwedel, Lola Roeh, Mary Lou Haen, Lynn Shovan and Board Representative Rola Ann Klahn as voting members to the Tourism Commission for one-year terms and Todd Montaba, Robert DeHammer and Patrick Robison as non voting members for one-year terms be approved.

Motion Carried Unanimously

President Rudnick appointed Ann Buechel Haack, School Board Representative and Trustee Rola Ann Klahn, Board Representative to three year terms on the Library Board.

(Shovan/Kapellen) moved to approve the appointments of Ann Buechel Haack, School Board Representative and Trustee Rola Ann Klahn, Board Representative to three year terms on the Library Board.

Motion Carried Unanimously

President Rudnick appointed Frank Thielmann, Village Representative and Jason Kossman, ELGAA Representative to the Park Commission for three year terms.

(Klahn/Wolf) moved to approved the appointment of Frank Thielmann, Village Representative and Jason Kossman, ELGAA Representative to the Park Commission for three year terms

Motion Carried Unanimously

President Rudnick appointed Frank Thielmann and Steven Kapellen, Board Representative to a three year appointments to the Tree Commission.

(Garton/Klahn ) moved that the appointment of Frank Thielmann and Steven Kapellen, Board Representative to a three year appointments to the Tree Commission.

Motion Carried Unanimously

President Rudnick appointed Richard Solek as the Village representative to the Northern Moraine Utility Commission.

(Shovan/Klahn) moved that the appointment of Richard Solek as the Village representative to the Northern Moraine Utility Commission be approved.

Motion Carried Unanimously

President Rudnick appointed Pam Garton to chair a special ad hoc Beautification committee of volunteers.

(Klahn/Wolf) moved that the appointment of Pam Garton as the Chairman of a special ad hoc Beautification Committee of volunteers.

Motion Carried Unanimously

(Garton/Wolf) moved that the meeting be adjourned at 5:15 P.M.

Motion Carried Unanimously

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Jeanette L. Moioffer, Clerk

Prepared by: Jessica Potter, Deputy Clerk-Treasurer/Administrator