

**Elmwood Park Village Plan Commission and Board of Trustees  
Meeting Minutes  
3131 Taylor Avenue – Village Hall Building 3  
March 12, 2015 – 6:30 P.M.**

*All agenda items shall follow protocol including staff overview, Board discussion, questions by public, Board disposition of item. The public must be recognized by the President.*

**CALL TO ORDER/ROLL CALL** Meeting called to order by President Steiner at 6:00 p.m.

Present: Commissioners Dave Cattoi, Pete Clouthier, Ellis Steiner, Leif Peterson, Mike Burks, and Clerk Treasurer Tammy Ruggaber

**Prayer and Pledge of Allegiance**

**PUBLIC COMMENT AND INPUT**

*Pursuant to Wisconsin Statute 19.84(2) "the public notice of a meeting of the governmental body may provide for a period of public comment, during which the body may receive information from members of the public." Correspondence shall be read into record at this time.*

\*Tim Kratowicz asks if the Heinrich property will be brought up tonight and President Steiner states it will be discussed this evening.

President Steiner states that we are reviewing the CSM for CVS. Charlie Hopola, Brad Prischman, and Mark Iverson are present from CVS. Pat Tierney comments that we have had three certified surveys since he has been with the village. The latest revisions He has no objections to this survey. He believes it addresses all the concerns he initially had. One question he does have is that there is an exhibit on page two and he is a little unclear why that is there. Mike Burks asks if the most recent revision is dated 3/10/2015? And Pat Tierney states yes. President Steiner states he will be meeting with Mr. Donner to talk about the site plan on Monday. President Steiner asks if the board has any questions or comments and there are none. President Steiner moves that we approve this CSM as presented to us tonight. Mike Burks seconds the motion. The motion passes unanimously.

President Steiner speaks about the zoning at 3128 Lathrop Ave. Tim Kratowicz states that he researched the records going back to 89-91. At the time we only had R1, B1, and P1. There was nothing for a multi-family. Zoning changed from 9.07 to 9.08 for a residential multi-family. Mike Steiner states that a document from SEWRPC was approved by the board in 2009 and that area was listed as medium density zoning. He thinks that what we approved in 2009 would take precedence over what was done prior to that. Pat Tierney states that the medium density designation by SEWRPC is a land use designation, not a zoning designation. They are two different things. Tim Kratowicz states that Robert Heinrich paid for his property to be rezoned. Pat Tierney states that he doesn't think that the whole process was followed thru to rezone that property.

With no other business, Commissioner Cattoi moves to adjourn, and it is seconded by Commissioner Steiner. All in favor and the Plan Commission is adjourned.

President Steiner calls the Board of Trustees meeting to order at 6:30 pm. Present are Trustees Haas, Clouthier, Towery, Steiner, Bagg, Klimek, and Clerk-Treasurer Tammy Ruggaber.

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President Steiner reminds people that he does want to hear from you. Questions that are not answered at the current meeting will be answered at the following meeting. The purpose of these meetings is to conduct village business, your business. Our job is to get work done while we are here. This is not a public hearing. The public hearings will be held when appropriate. President Steiner asks that individuals making comment will come forward so everyone can hear.

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Carol Hansen, who resides at 3517 S. Elmwood Drive , comments about Robert's Rules of Order. She states that if the residents who attend meetings must be recognized by the chair to speak then the trustees on the board should have to follow the same rules. She also states our ordinance states our meetings start at 7 although we have met at 6:30 for years and we may want to update our ordinance. She suggests we do a quarterly newsletter.

Sheri Klabo, who resides at 3538 Elm Tree Court, asks what the best way is to voice concerns, other than doing it at meetings. She thanks the Clerk-Treasurer for letting her know that the Village rummage sale will take place June 12-13<sup>th</sup>, 2015.

Kathy Wells, who resides at 3428 Taylor Ave, states she was looking at Craig's List and didn't see building 5 listed and also wonders how we came up with the price for the rental. She states she feels the tenant should have to pay their utility bills.

Also asks again about the committee that was going to be appointed to look at village property values etc.. President Steiner states that she was advised that Ellis learned that there was already a study done so he did not need to do it again. This information was presented at a prior meeting.

Scott Russell, 3413 Oaktree Lane, doesn't enjoy coming to meetings anymore. He feels we have too many closed sessions. He states he disapproves of the prayer and pledge of allegiance.

Marcia Russell would like to hear what is going on with CVS pharmacy.

Tim Kratowicz, 3349 N. Elmwood Drive, would like the detachment/attachment issue to be explained. He also feels that the president is not supposed to vote, except for in a tie.

Laura Rude, 3525 Taylor Ave, asks again about the committee. She makes a statement of appreciate for the work that Tom Mills did for the Village. She wants to know why Tom Mills was forced to resign from the Village? Was that procedure handled properly? She asks about legal fees that were incurred. She has concerns with two properties on Kensington Court. The residents of 3304 Kensington Court have several large German Shepherd dogs who are frequently allowed to run through the neighborhood. This is a violation of village ordinance 13.2-2(k). The property at 3301 Kensington Court has been vacant for a couple years. Recently, several different groups of people of different ages have been coming and going staying for various lengths of time. There is no consistency to their behavior. She would like it investigated.

David, who resides at 3170 Taylor Ave. He would like to bring to our attention the traffic in the area. There is speeding. People park on his grass.

Ellis Steiner states he has been a tax payer of the village for 44 years. He has always enjoyed living here. When you are a community, debate is good. You can call board members and raise your concerns at any time. Board meetings are not for that purpose. We are doing the best we can. Someone circulated a flyer thru the village and he would like to address some of them. "Would you like to know what's happening with removing the kohl's building and the status of the CVS pharmacy?" He states that he doesn't know who wrote these questions but they must have not attended the meetings where it was openly discussed. The flyer also questions Beebe School? Ellis states this was also discussed at an open meeting. The flyers state we have too many closed session meetings.. Everyone agrees to that. We have confidential issues that require closed session meetings according to law. We are doing our best to conduct business openly and honestly.

President Steiner states the gentlemen are here from CVS to answer any questions and approve the CSM (Certified Survey Map). Trustee Haas moves that the board approve the most recent CSM dated 3/10/2015 presented by CVS pharmacy and approved by the Plan Commission. Trustee Bagg seconds the motion. There is no discussion and the board unanimously approved the CSM.

President Steiner states we are now working on the permits for the Kohl's store. We need to have certain land use codes in place and are working on that now. They are having a meeting on Monday to discuss the site plan.

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Charlie Hoppel speaks about the project. He states they want the store to be open by Halloween. The property where Kohl's sits will be sold for future use. They will make it a nice green space after demolition. The drainage will improve in that area. There is discussion on how the semis will back up to unload. Blue Diamond will be demolished.

**OLD BUSINESS**

Next is a follow up on the audit. The Clerk-Treasurer states that the results of the audit should be available at our regular meeting in April.

Update on Beebe school... Evergreen Elementary is interested in purchasing the property at 3131 Taylor Ave. They are also interested in Beebe school. If they purchase Beebe school, the park there would have to be moved. The only property available for a park is the property at the south end of the complex. We would need to annex this property to the village and the DNR is involved. Gene Bock, from the DNR needs to act, for this to proceed timely.

There is someone interested in leasing building 5. They want to use it for a church and a day care.

The waiver of liability form is still in the works. This issue is tabled.

A letter needs to be sent to the Weiss residence. This issue is also tabled.

Leif Peterson and Brad Jaeck have been working on recognition of Pat Tierney's retirement. This will be presented at the next regular board meeting.

**NEW BUSINESS**

They want to develop an outdoor recreation plan for 3207 Taylor IF we move the park there. Ellis Steiner makes a motion to form a committee to develop an outdoor recreation plan of Leif Peterson, Margaret Cattoi, and Mary Ann Steiner. Pete Clouthier seconds the motion. Trustee Bagg amends the motion to exclude the property address. We don't know for sure the park will be at 3207. Trustee Haas seconds the amended motion. Leif Peterson states that he feels we must know where the park is going to be before the committee can make a plan. Trustee Bagg rescinds his amended motion. Trustee Haas makes a motion to not mention the address in the committee formation. There is no second. The original motion is in place. Trustee Towery seconds it. The motion passes unanimously.

Ray Anderson, the assessor, passes out the schedule for the Board of Review. Open book will take place Monday, April 27, from 6 to 8 pm. A notice must appear in the Journal Times no later than April 3. The Board of Review will take place on May 14 from 6 to 8 pm. This first class notice must be in Journal Times by April 24<sup>th</sup> and it should be posted in three places. One member of the Board of Review must attend training. The Clerk-Treasurer will attend training.

Trustee Steiner asks the assessor how the loss in our tax base, with the demolition of the Kohl's building, will affect our taxes. He states it will have a small impact on our taxes.

Lieutenant Gehrand gives the Sheriff report. We had 7 billable hours of time. The board informs the sheriff about the issue with vacant property at 3301 Kensington, the dogs issue at 3304 Kensington, and the traffic issue around the complex because of the school. The Sheriff's department will follow up on these issues.

**CONSENT AGENDA**

The accounts payable is reviewed. Trustee Bagg makes a motion to approve the accounts payable. It is approved by Trustee Hass and the motion passes unanimously. The board reviews the minutes of February 12 and 17<sup>th</sup>.

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Trustee Haas makes a motion to approve the minutes, seconded by Trustee Bagg and the motion passes unanimously.

Sue Hogg from Town Hall Software gives a demonstration of her municipal accounting software. She informs the board that the data is extremely secure. The cost is less than QuickBooks. The software is written specifically for municipal accounting and helps clerks complete state mandated forms and reports. It aids in budgeting and provides clear information to help the board with budgeting and tracking revenues and expenditures. The Village's auditing firm can access the information at no additional charge.

Ellis announces that Brad Jaeck has resigned from the Board of Trustees and the Plan Commission effective immediately. He states that he will be looking for a replacement and if anyone has any suggestions to let him know.

Trustee Clouthier has no report.

Trustee Towery has no report.

Trustee Bagg has no report.

Trustee Haas has no report.

Trustee Klimek has no report.

The board entertains a motion to go into closed session pursuant to Wisconsin State Statute 19.85. The board will entertain a motion to go into closed session pursuant to WI State Statute 19.85 1(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. To discuss 3131 Taylor Ave, Beebe School, and the parcel at 3207 Taylor.

Trustee Haas moves to come out of closed session. Bagg seconded and the motion passes unanimously.

The board reconvenes in open session. Nothing occurred in the closed session that requires a motion.

Trustee Bagg makes a motion to adjourn, seconded by Trustee Klimek seconds and the meeting is adjourned at 8:56 pm.