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**ELMWOOD PARK VILLAGE BOARD MEETING MINUTES  
3131 TAYLOR AVENUE—VILLAGE HALL—BUILDING #3  
REVISED FEBRUARY 14, 2013—6:30 P.M.**

**I. CALL TO ORDER/ROLL CALL:** Meeting was called to order by President Mills at 6:30 P.M.

Village Board Present: D. Voss E. Steiner  
C. Towery N. Haas  
P. Clouthier B. Jaeck

**II. PUBLIC COMMENT & INPUT:**

Village resident asked about property taxes going up and the how they could go up 20%? President Mills stated the amount of the levee was set and there was an additional amount included in the budge of \$100,000. for capital improvements. This would be a one time occurrence to allow the Village to bring the Taylor Home Complex up to operating acceptability.

**III. CONSENT AGENDA:**

Accounts Payable—01/2013 Motion to accept: President Mills Seconded: Trustee Clouthier  
Accounts Payable—02/2013 Motion to accept: President Mills Seconded: Trustee Clouthier  
Minutes Meeting—12/13/2012 Motion to accept: President Mills Seconded: Trustee Voss  
Minutes Meeting—01/10/2013 Motion to accept: President Mills Seconded: Trustee Steiner

**IV. NEW BUSINESS**

**A. Racine County Sheriffs Monthly Report:**

Three traffic and four parking citations issued, family trouble call and a rescue call. President Mills stated that there will be new parking signs with the Village Ordinance at four locations. Wheelock, Lathrop, Taylor and a second one on Taylor and Lathrop. There has been overnight parking at the Taylor Complex—no overnight parking signs will be purchased.

**B. Clerk/Treasurer Report::**

As of 02/14/2013 only 5 property owners have not paid taxes when due.

Accounts Receivable: Boy Scouts Drum & Bugle Corp—Balance Due \$2,850.00 from 2009  
Building Blocks Interaction—Missed 2 payments in 2009 and have been paying \$50. to \$100. per month towards that past due amount, have not paid Feb 2013 rent—promised by mid-month. They also promised that they would pay an additional \$300.00 per month towards the past due from 2009 until they are caught up. Recommended by village to send a confirmation to Building Blocks stating their agreement.

Audit had been done quarterly, most of the cost was from teaching the Quickbooks program to the employees and correcting posting mistakes. This should not need to be done quarterly. This will save the Village approximately \$5,000. in cost per year. We will continue to have the required once a year audit.

**C. TRUSTEES REPORT:**

**Trustee Voss:**

Replaced light with LED light—will last 200,000 hours should be a reduction in cost of lighting. Research grants are available.

**Trustee Steiner:** No Report

**Trustee Towery:** No Report

**Trustee Haas:**

America in Bloom Beautification Contest. Judges go to communities to judge them on their beautification projects done by residents and the city. Our village is all ready a very nice village and it would not take much to get a nice rating. City wants to include the Village to broaden its geographical scope. No tax dollar needed. Caldeonia, Windpoint, Sturtevant and North Bay have signed on. The city is waiting to hear from Mt. Pleasant and Elmwood Park. Trustee Haas entered motion to enter the Village of Elmwood Park in the contest joining the City of Racine, President Mills seconded the motion.

**Trustee Clouthier:**

Recycling contract with Waste Management is through this year. No complaints about pick up. In Oct. of last year Waste Management indicated they would get new trucks, this would make the collection of waste more efficient, however the new trucks never materialized.

Road Signs—Planning Commission requested new sign be looked in to. Contacted Racine County Highways and they were very helpful. Parking signs would be 37.69 each. No parking signs for the Taylor complex would be \$5.62 each. Building numbers to be mounted on building expects cost to be under \$10.00 each (signs delivered not installed, installation would be by the village. A village resident suggested a sign for the hall for rent, this would have to be looked in to—city of Racine would need to approve.

**REPORTS:**

**Taylor Avenue Complex—President Mills**

The complex is listed with a Realtor. It had first been listed for lease however with prospects for purchasers the village converted the lease contract to a listing contract to sell. We still have prospects to purchase the buildings, it still is in limbo however. It was contemplated to split the property in to 4 sections to allow the sale of possibly 1 of the buildings if necessary, this plan is on hold until we find out what direction the prospective buyer(s) come to us with an offer. The list price for the entire property is \$1,140,000. each parcel is divided out by today's value. Per listing agent the buildings need many upgrades to make the properties more "leasable", which is what the capital improvement fund will be used for. Building 3 hall has been painted with Oprah picture copied in the form of a picture and kept for the room.

**Rental Updates—President Mills**

Building 1 and Building 5 have been vacant since 2008. Building 1 is undergoing renovations—problems with drywall damaged from water seepage which had to be repaired before new baseboard could be attached. Numerous hall rental referrals have come through Wendy Spencer from the Masonic Temple. She has shared a copy of their contract to use as guidelines for our rental agreement. Cost to rent the hall is \$50.00 per hour with a two hour minimum plus a clean up fee. The renter gets to use the warming kitchen. Residents wanting to rent the hall will only be charged half that cost. Hall is fire rated for 110 people maximum. 80 will fit comfortably.

**WE Energies Report—President Mills**

WE Energies says the Village does qualify for the \$129.00 energy assistance small business program. A report from Tower Energy indicated the Village can save a tremendous amount of money on it's energy bills with improvements suggested in their report. Village resident John Wilda asked who was doing the work and whether or not bids had been sent out for work being done to renovate the complex. President Mills stated that several bids had been obtained from various contractors and WE Energies had also been in to inspect the property. Work will be done by Tower Energies. Copies of the report are available for review to anyone wishing to have them.

President Mills asked resident Wilda for assistance in reviewing the contract pending that the village has with Tower Energies and also stated that he would gladly accept any input from any of the village residents in using their expertise before any of the changes are put in place.

**V. OLD BUSINESS:**

**Animal control—non Racine Municipalities:** Motion made by Trustee Haas to go with the one year contract with the Humane Society, seconded by Trustee Clouthier.

**Maintenance concerns old Kohls building.** Trustee Haas stated that the owners of the property have failed to maintain the property according to State Sta. 66.0413 the village would have the option to call for the repairs to be completed or the village could order the building be raised with all cost bore by the owners. NorStates Bank is the current owner of the complex. Trustee Haas had correspondence with the bank and they shared with him the desire to deal with the aesthetics of the building when it is warm out. Trustee Haas suggested that the bank be asked to give the Village a detailed list of work to be done by them and the dates the work would commence. If they do not honor their schedule the Village would fine or possibly go with a raze building order. A motion was made by Trustee Haas to have the clerk issue a letter to the bank demanding a list of repairs to be done, estimated dates repairs to be started and estimated completion dates, we also require them to obtain the proper permits for any work being completed. Letter should also include that the owner have the building inspected by a certified WI building inspector whose report should indicate whether the building is structurally sound. This motion was seconded by President Mills.

**Closed Session: To move into closed session pursuant to 19.85(1)( c) Wisconsin State Statue to consider employment, compensation, and employment issues of an employee of the Village of Elmwood Park.**

The Board returned to the regular meeting at 7:45 p.m.

President Mills expressed concerns about John Neumiller still being on a medical leave. A person was hired to do just the custodial work—any maintenance work would be hired out to a contract certified to complete the work. The Board approved the “Employee Grievance Procedure”

**Refinance Update—President Mills**                      Approved at a rate of 3.75%                      14 year term

We were not able to net \$100,000. cash out from the loan when we refinanced, we will be looking at having approximately \$80,000. for the capital improvement fund. Monies will be used to make the property handicap accessible, roof repairs, electrical updates for the buildings, miscellaneous painting and repairs as necessary

**Building 1 Occupancy—President Mills**

Occupancy—the building has been empty since 2008. Severe water damage to walls and carpeting, extensive repairs were done. Hot water heaters in need of repair or replacement. Upgrade needed in electrical. RADD, a tenant in Building 4 would like to rent in Building 1. There has also been an inquiry to rent one of the rooms as an office for a business.

**Volunteer Update—President Mills**

We will be having a rummage sale in April and are looking for volunteers to assist. There is a lot of miscellaneous office furniture and supplies that can be sold. With The America In Bloom contest would like to get the Taylor Complex property spruced up.

**Adjournment:** Trustee Haas made a motion to adjourn, seconded by Trustee Clouthier. Meeting adjourned at 9:45 p.m.