



ELMWOOD PARK VILLAGE – BOARD OF TRUSTEES MEETING MINUTES
 3131 Taylor Avenue, Bldg. 3, Racine, WI 53405
 October 11th, 2018 – 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.

I. CALL TO ORDER/ROLL CALL

<u>President Wells</u>	Present	<u>Trustee Rude</u>	Present	<u>Trustee Goffe</u>	Present
<u>Trustee Rossi</u>	Present	<u>Trustee Bazzett</u>	Present	<u>Trustee Berrios</u>	Present
<u>Trustee Hinkle</u>	Present	<u>Attorney Knuteson</u>	Present		

II. PLEDGE OF ALLEGIANCE

III. 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 member of the public.” No action may be taken on subject matter; however items will be placed on the next meeting agenda. Please limit public comment to 3 minutes. You must sign up on the public comment and input log prior to the meeting.

IV. CONSENT AGENDA

Recommendation by President Wells to move items V. i., VI b. and c., and VII b to be addressed first to use time wisely while legal counsel was present.

Motion by Hinkle. 2nd by Rude to approve agenda with amendment.

VI. OLD BUSINESS

- b. CLOSED SESSION 19.85 (1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (Building #2 Clean Up Reimbursement)

Motion by Rude. 2nd by Bazzett.

<u>President Wells</u>	Yes	<u>Trustee Rude</u>	Yes	<u>Trustee Goffe</u>	Yes
<u>Trustee Rossi</u>	Yes	<u>Trustee Bazzett</u>	Yes	<u>Trustee Berrios</u>	Yes
<u>Trustee Hinkle</u>	Yes				

Closed began at 6:34PM

c. OPEN SESSION

Reconvened at 8:14PM

Motion by Rude. 2nd by Goffe, "Authorizing legal counsel to commence legal action in Racine County Circuit Court to seek recovery of full damages for repairs and cleaning left by the previous tenants of Building #2".

<u>President Wells</u>	Yes	<u>Trustee Rude</u>	Yes	<u>Trustee Goffe</u>	Yes
<u>Trustee Rossi</u>	Abstain	<u>Trustee Bazzett</u>	Abstain	<u>Trustee Berrios</u>	Yes
<u>Trustee Hinkle</u>	Yes				

V. **REPORTS**

a. Sheriff's Report

-Deputy Givens reported that for the month of August, deputies spent 2 hours of billable time in the Village for an invoice of \$112.20

a. Village Administrators Report

i. September 28, 2018

Tri-City - General Fund	\$49,987.82
Tri-City - Money Market	\$48,473.31
LGIP - LIFT STATION ACCOUNT	\$3,271.77
LGIP - OPERATING ACCOUNT	\$134,878.39
TOTAL:	\$236,611.29

-Admin Jenkins explained his new process to streamline the Permit process for residents. He also expressed concern that the Planning Commission was taking on more than it statutorily needed to and placing unneeded liability on the Commission members. Atty Knuteson defined what are the common roles of a Planning Commission – concurring with Admin Jenkins. Trustee Bazzett disagreed stating the Village was able to act on more if it chose and no procedural changes could be done until the ordinances were changed. Admin Jenkins agreed the ordinances needed to be updated to reflect this and was tasked with working on those next in his ordinance updating process.

VII. **NEW BUSINESS**

b. Roles and Responsibilities of Trustees and Village President

-Admin Jenkins expressed concern that there were disagreements amongst the Board on what the roles and responsibilities of the Village Trustees, President, and Administrator were. Atty Knuteson provided clarification on the standard roles of each of those and how he felt communication and tasks could be best handled.

-Trustee Berrios left meeting.

-Trustee Bazzett read a prepared statement that he was resigning citing a consultation with his lawyer and following their advice.

***As of 11/8/2018, Trustee Bazzett officially submitted a letter of resignation.

IV. CONSENT AGENDA

- c. Minutes – Meetings 09/13/18
-Correction added by Admin Jenkins to include that the approved fund expenditure for VI (b) was out of the Maintenance Fund.

Motion made by Rude. 2nd by Hinkle.

<u>President Wells</u>	Yes	<u>Trustee Rude</u>	Yes	<u>Trustee Goffe</u>	Yes
<u>Trustee Rossi</u>	Yes	<u>Trustee Bazzett</u>	Absent	<u>Trustee Berrios</u>	Absent
<u>Trustee Hinkle</u>	Yes				

V. REPORTS

- b. President Report – President Wells shared the car show was a success with increased numbers of participants and visitors than last year. Admin Jenkins thanked Crown Jewel Academy for stepping up to the plate for filling in the role of lunch service for that day.
- c. Trustee Hinkle – No report
- d. Trustee Rude – In communication with 21st Century Prep for possible Gym Rental
- e. Trustee Berrios – N/A
- f. Trustee Goffe – Spent 42 hours of time on renters last month. Requests are still booming
- g. Trustee Bazzett – N/A
- h. Trustee Rossi – Asked for two motions:
 - Motion by Rossi. 2nd by Rude. To amend contract with Rohner passed 9/13/2018 to include \$700.00 from Streets line item for pothole repairs on the alley off of Maryland.

<u>President Wells</u>	Yes	<u>Trustee Rude</u>	Yes	<u>Trustee Goffe</u>	Yes
<u>Trustee Rossi</u>	Yes	<u>Trustee Bazzett</u>	Absent	<u>Trustee Berrios</u>	Absent
<u>Trustee Hinkle</u>	Yes				

Motion by Rossi. 2nd by Rude to authorize the expenditure not to exceed \$10,000.00 from the Streets line item and without surpassing the budgeted line for crack filling on numerous streets. Quotes will be received by Trustee Rossi and confirmed by Admin Jenkins. Update will be given at the November meeting.

<u>President Wells</u>	Yes	<u>Trustee Rude</u>	Yes	<u>Trustee Goffe</u>	Yes
<u>Trustee Rossi</u>	Yes	<u>Trustee Bazzett</u>	Absent	<u>Trustee Berrios</u>	Absent
<u>Trustee Hinkle</u>	Yes				

Admin Jenkins added that purchase items like this concerning the budget should be ran by him before a meeting to make sure adequate funding is available in the future. Trustee Rossi agreed.

VI. OLD BUSINESS

- a. New Purchase Policy Approval - Tabled to Next Meeting

VII. NEW BUSINESS

- a. Chapter 1, 2, and 3 Ordinance Update
 - Chapters 1, 2, and 3 Ordinances presented for discussion. Chapter 1 had no comments. Chapter 2, the word “City” under the functions of the Planning Commission needs to be replaced with “Village”. Trustee Rossi asked to add more language to the Attorney section to allow Trustees to meet with legal counsel in addition to the Village President and Administrator. Chapter 3 had no comments outside of a question on titling. Admin Jenkins stated these will come back for an approval vote with the aforementioned edits at the November meeting.
- b. 2019 Budget Presentation

-Admin Jenkins presented the 2019 budget and advised to contact him with any questions, concerns, and edits. In November there will be a public forum to address the budget as well.

IV. CONSENT AGENDA

b. Accounts Payable

-Trustee Rossi asked about \$10,000.00 payment to B2C in reference to the contract approved at the 9/14/18 meeting stating he didn't think repairs should have started yet, nor payments. Admin Jenkins re-read the aforementioned approved minutes to see if a mistake had been made. Rossi stated there had been. Jenkins stated the appropriate time to correct those minutes was earlier when the minutes had been approved.

Motion made by Rude. 2nd by Hinkle.

<u>President Wells</u>	Yes	<u>Trustee Rude</u>	Yes	<u>Trustee Goffe</u>	Yes
<u>Trustee Rossi</u>	Yes	<u>Trustee Bazzett</u>	Absent	<u>Trustee Berrios</u>	Absent
<u>Trustee Hinkle</u>	Yes				

VIII. ADJOURN – 9:42PM

Request for persons with disabilities who need assistance to participate in this meeting or hearing should be made to the Village Clerk's Office at (262) 554-7818 with as much notice as possible.