



ELMWOOD PARK BOARD OF TRUSTEES MEETING MINUTES

3131 Taylor Avenue, Bldg. 3,

February 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.

President Steiner calls the meeting to order at 6:35 pm. Roll call: Pete Clouthier, Brad Jaeck, Haas, Steiner, Cindy Towery, Al Bagg, Jeff Klimek, and Clerk-Treasurer Tammy Ruggaber are all present

President Steiner leads the Board in a prayer and then the Pledge of Allegiance.

President Steiner states that pursuant to WI State Statute 19.85 Statute 19.85(e) (Deliberating or negotiating the purchasing of public properties) we will be going into closed session. When we reconvene we will entertain public comments and make any motions that result from the closed session. President Steiner moves that we go into closed session to discuss the sale of village property. Trustee Haas seconds the motion. It passes unanimously.

Trustee Haas makes a motion to reconvene in open session and it is seconded by President Steiner and the motion passes unanimously.

Trustee Jaeck makes a motion that the board determines to sell Beebe School and negotiate with the contingency of the attachment/detachment at 3207 Taylor Ave. Trustee Towery seconds the motion. Clouthier (aye) Jaeck (aye) Haas (abstains) Steiner (aye) Towery (aye) Bagg (aye) Klimek (aye) **Motion carries.**

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.*

President Steiner reminds the audience they have a limit of three minutes for public comment. Tom Mills states that prior documentation shows a time limit of five minutes so President Steiner agrees to allow five minutes.

Public comment is postponed to allow Sergeant Litwin from the Racine County Sheriff's Department to give his report. Sgt Litwin reports that in January, the department spent 7 hours patrolling the Village. They issued 15 traffic citations, checked extra attention areas and were on the lookout for ordinance violations. Sgt. Litwin encourages residents to contact the Sheriff's Department with issues.

David Polzin, who lives in Caledonia, is running for circuit court, branch 6 and speaks to the audience.

The public comment segment of the meeting resumes.

Laura Rude who resides at 3525 Taylor Ave questions the pending forensic audit the Village is doing and reads aloud the businessdictionary.com definition of forensic audit.

Tom Mills spoke about his resignation and his opinions about the pending audit.

Carol Hansen, who resides at 3517 S. Elmwood Drive, comments regarding the lack of open communication from the board.

President Steiner directs comments towards Tom Mills and states that if he feels strong enough about it, and has a legal basis for his claim, he should present it to the board and they will investigate it in the appropriate manner.

Kathy Wells, who resides at 3428 Taylor Ave, questions the County Executive being on the agenda. President Steiner states that it was an error to have that on the agenda. She also wants to know if they can discuss the public comments when they are addressed at the next meeting. President Steiner indicates that he does want to maintain transparency. To bring order is part of his job. She also asks about the committee that was going to be formed about the sale of the Beebe School.

President Steiner states that we made a decision tonight to move ahead and there will be committees formed.

Sheree Klabo shares her concerns about spending \$5,000 and asks how the committees will be formed. President Steiner states that he plans to choose the committee composed of someone from the board, someone from the plan commission, and from the public.

Wendy Spencer, who resides at 3429 Elm Tree Court, asks for the Village to make sure to keep residents informed of what is going on.

Marcia Russell, who resides at 3413 Oak Tree Lane, asks that we consider having the closed session after the other business is taken care of. She asks when the results of the forensic audit will be available to the public.

President Steiner thanks Pat Tierney for his 16 years on the Plan Commission. He states that he feels like a focus group is a good idea. He is disappointed in the lack of progress the board is making.

The board reviews the accounts payable. Bagg moves to approve. Jaeck seconds the motion. The motion passes unanimously.

The board reviews the minutes from January 15, 19, and 27. Trustee Haas makes some minor corrections. Then Clouthier moves to approve the minutes, Bagg seconds, and they minutes are unanimously approved.

President Steiner states that fraud is not an issue we are looking at. He is committed to having an open and honest meeting as it pertains to the affairs of the Village and to act with integrity. It is the Board's duty to control and authorize all expenditures. We are working on improving our process and develop stronger controls. He promises to give the village residents the results as soon as possible. We are hoping to have this completed in the next 60 to 90 days.

The Clerk Treasurer gives a report. She asks if it is OK to pay a 2014 Christmas Party Expenses of \$73.91 and the answer is no. She also indicated that she received a 2015 membership renewal for the League of Wisconsin Municipalities for \$307.60 and asks if it is ok to pay that and the board said to add it to next meeting's invoice list.

Trustee Towery explains the difference between a financial and a forensic audit.

Trustee Clouthier has no report.

Trustee Jaeck has no report.

Trustee Bagg has no report.

Trustee Haas has no report.

Trustee Klimek has no report.

Brian Dey was scheduled to speak but he had a family emergency and was unable to attend.

President Steiner introduces Resolution 2015-3

"Whereas the Village of Elmwood Park requires a means to purchase office supplies and maintenance items.

Whereas these expenditures must be budgeted for and only be purchased in an urgent or emergency situation where conducting normal business would be adversely affected without said expenditures.

Now therefore, let it be resolved, that the Village President be authorized to spend, as needed, \$500 per month, as provided in the budget. These expenditures shall be facilitated thru the use of petty cash or a credit card."

Roll Call Vote: The resolution passes unanimously...

President Steiner introduces Resolution 2015-2

"Whereas two maintenance workers were recently hired by the Village of Elmwood Park.

Whereas it is necessary for them to have supervision.

Now, therefore, let it be resolved that the President shall oversee the duties of the maintenance workers and they will be directed by said President.

Roll Call Vote: The resolution passes unanimously.

President Steiner indicates there is a problem with the lights in the gym. In the past, we have used Wellcraft. Mr. Steiner received a bid from Wellcraft for \$912.00. It will be less if an alternate ballast does not need to be used. President Steiner moves to approve the proposal. Trustee Towery seconds the motion. The motion passes unanimously.

Trustee Haas speaks about 3469 E Elmwood Drive. Neighbor has complaint about the property. Trustee Haas moves that the Clerk send a letter to the residents regarding code violations. Trustee Towery seconds the motion. The neighbors are complaining of flood type lighting at north end of house, storage of firewood at NE side of house, and an orange construction fence at the east side of the home. The board discusses the firewood issue. They decide to remove the infraction as the firewood pile does not exceed the size limit in the ordinance. Trustee Haas moves to amend the motion to exclude the firewood violation. Towery seconds the motion. The vote is as follows:

CLOUTHIER (NAY) JAECK (NAY) HAAS (NAY) STEINER (NAY) TOWERY (NAY) BAGG (ABSTAINS) KLIMEK (NAY)

3128 Lathrop Avenue Zoning. Trustee Klimek states he does not know if the zoning issues were ever resolved. Trustee Klimek moves to send to the Planning Commission a request to determine and evaluate the zoning in place for 3128 Lathrop Ave and advise the Board of Trustees whether the zoning is in line with other like properties in the village; whether it's in line with other plans the village maintains for zoning, and recommends to the board whether any zoning or property specific zoning ordinances should be considered. Trustee Haas seconds the motion. The board discusses the motion. The motion passes unanimously.

Trustee Haas moves that the board approves the purchase of handbooks from the League of Wisconsin Municipalities. Trustee Bagg moves to strike out one copy and instead get two copies of each publication. Trustee Haas seconds the motion. The motion passes unanimously.

Gym and Hall Rentals. President Steiner would like each trustee to sign up for a month, with an alternate to open the gym or assist with hall rentals when Wendy can't do it.

Trustee Jaeck states that we need to revise the waiver of liability. Him and Wendy will work together on a revision.

Taylor Complex building 5 is empty. Trustee Haas moves the board determine, for building 5, a lease time of one year at \$3200 per month and this trustee be allowed to market it on Craigslist and other free outlets. Trustee Klimek seconds the motion. Clouthier (nay) Jaeck (nay) Haas (aye) Steiner (aye) Towery (aye) Bagg (aye) Klimek (aye). The motion passed to market building 5.

Trustee Clouthier brings up the salaries paid to Trustees. It is \$800. The salary is raised effective the new term. Trustee Haas explains his reason for contacting the attorney last year which has been under great scrutiny. The former President was trying to initiate a raise for himself and it is not allowed.

President Steiner gives a CVS update. CVS is planning, by the end of March, to have the sale approved and will be ready to start the project. The process of attachment and detachment is part of this deal.

President Steiner states that the cell tower rental is being paid monthly as agreed upon.

Trustee Jaeck revisits the liability issue for gym rentals. Trustee Jaeck indicates that he heard from the insurance company and a claim has been filed. We have a \$500 deductible, and a \$10,000 maximum. Furthermore, the y will not pay attorney fees or for the cost of an audit. He would like this information to be a matter of public record.

Trustee Haas indicates that he believes the residents have every right to know the details of the audit. And he understands their frustration. If a trustee here would make a motion to allow him to consult with the village attorney and find out what parts of the nine pages of concerns could be released to residents without exposing the village or himself to unnecessary liability, he would happily do so.

Trustee Jaeck makes a motion to adjourn. It is seconded by Trustee Klimek and the meeting is adjourned at 8:07 pm.