

**Village of Elmwood Park
Regular Meeting of the Board of Trustees Minutes
3131 Taylor Avenue – Village Hall Building 3
September 10, 2015 at 6:30 pm.**

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

CALL TO ORDER/ROLL CALL

Meeting called to order by President Steiner at 6:30 p.m.

Present: President Steiner, Trustees Pete Clouthier, Alan Bagg, Kathy Wells, Laura Rude, Nick Haas, Jeff Klimek, 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.

President Steiner reminds the Board and the audience, that before speaking, they should be recognized by the chair and that comments should relate to the agenda. Also, if residents have questions, they should contact any board member, or the clerk-treasurer, by phone or email, rather than ask at board meetings.

Barb McNulty reads a statement on behalf of Tom Mills.

Chuck Daceno, 3236 Lathop Ave, 39-year resident, comments on the rental hall. He feels it is important that a security deposit is collected.

CONSENT AGENDA

Trustee Wells makes a motion to approve the minutes from July 9th. MC

Trustee Haas makes a motion to approve the minutes from August 13th. MC

President Steiner would like to make a change to the minutes from August ... The word "himself" should be replaced with "the President" where it says President Steiner brings forth motion authorizing... The minutes are approved with this change.

Trustee Rude would also like to change the minutes to reflect that when Trustee Klimek excused himself from the meeting, that it be worded in the following way, "Trustee Klimek strongly disagreed with the motion that was made and excused himself at 7:10." The motion passes unanimously.

REPORTS

The Sheriff's representative gives his report.

The Treasurer reads her report.

Trustee Klimek reports on the road work that was done. He encourages residents to give him a call if there are any outstanding potholes that need attention.

Trustee Clouthier reports that he is working on the recycling grant which is likely to reduce by 20% next year but will likely return to the higher amount the following year.

Trustee Haas reports on the Ordinance Committee. They would like to request a small budget to have draft ordinance books printed.

Trustee Wells has no report.

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Trustee Rude reports that the snow removal contract for next year is in place as we have a two year contract with Mike's Landscaping. There are some problems with the cul du sac on Saratoga Court. She will work with the contractor to try to solve the issues.

Trustee Bagg reports on insurance. The Local Government Property Fund is predicting their premium is going up by about 45%. He explains there are four kinds of insurance, property insurance, general liability, equipment, and workers comp as well as a bond. He would like to have agent Linda Proeber from CRB Insurance come to our next board meeting to discuss insurance options.

President Steiner gives his report. He discusses the letter he sent out to residents regarding property conditions. He also goes over purchasing policy and the road work that was done. Trustee Haas moves to approve the invoice of \$2230 to All About Asphalt. Trustee Bagg seconds the motion. Trustee Wells would like to see the invoice amended to show what work was done where. The motion was amended to show this and it passed unanimously.

Trustee Clouthier moves to accept the accounts payable. It is seconded by Trustee Bagg and it passes unanimously.

Discussion of the building permit process is tabled.

Trustee Wells brings up needing additional mailboxes for tenants. Trustee Haas will look into finding one for a good price.

Trustee Wells proposes an ordinance for the Village to have numbered seats on the board. The Clerk will draft an ordinance for numbered seats and then have the attorney review it.

President Steiner discusses leakages at the Taylor Complex and painting the soffits in Building 1. We will be getting quotes on this.

There is an air conditioning problem in Building 3. We may need to replace the air conditioning in the near future.

There was a significant problem with bees at the Taylor Complex. Someone came out and it should be taken care of.

Trustee Klimek asks if he needs to get more bids to have the potholes fixed at the Taylor Complex. President Steiner asks Trustee Klimek to get a quote as soon as possible and the bids he already received will suffice as far as showing they are the lowest.

Tim Kratowicz would like his electrical permit put back on the website. The Board discusses the permit process. The Clerk states the documentation is not making it to her office. There are projects that are finished that have not been paid for nor has the paperwork been turned in. Trustee Haas moves that the electrical permit form presented by Tim Kratowicz be converted to a pdf document and put online, replacing the form that is there now. It is seconded by Trustee Bagg and it passes unanimously.

There is a new rental form that is being used for hall or gym rentals. Trustee Haas moves to approve the rental form as presented. It is seconded by Trustee Bagg. President Steiner moves to amend the motion to include the words "a week before" so that the hall is paid for at least a week before the event. It is further amended, by Trustee Haas, to include the words "tenant shall surrender deposit if they back out of contract." It is seconded by Trustee Bagg and the motion passes unanimously.

The Board again discusses the need for individuals to open and close for hall rentals. The Clerk-Treasurer will continue to work with Wendy Spencer to smooth out this process. There is a family that wants to use the hall on Thanksgiving. President Steiner asks if anyone is willing to open and close on this day. No one is available.

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Trustee Bagg makes a motion to open Sign up Genius to members of the community so that we have an adequate number of people to open and close. It is seconded by Trustee Haas. Trustee Haas adds the language that the volunteers will be approved by the Board of Trustees. It is seconded by Trustee Bagg and it passes unanimously.

With no other business before the board, Trustee Haas moves to adjourn. It is seconded by Trustee Klimek and it passes unanimously. The meeting is adjourned at 8:57 pm.