



3131 Taylor Avenue Unit 1  
Elmwood Park, Wisconsin 53405-4503  
Phone +1 (262) 554-7818  
www.vil.ep.wi.us

**VILLAGE OF ELMWOOD PARK BOARD MINUTES**

**Thursday July 12, 2018 6:30 p.m.**

**3131 Taylor Avenue, Building 3**

**I. CALL TO ORDER/ROLL CALL – The meeting was called to order by President Wells at 6:30 p.m.**

President Wells	Present	Trustee Berrios	Present	Trustee Hinkle	Present
Trustee Goffe	Present	Trustee Bazzett	Present	Trustee Rude	Excused
Trustee Rossi	Excused				

**II. PLEDGE OF ALLEGIANCE**

**III. PUBLIC COMMENT**

Pursuant to Wisconsin State Statute 19.84(2) “the public notice of a meeting or governmental body may provide for a period of public comment during which the body may receive information from members of the public.” No Public Comments

**IV. CONSENT AGENDA**

- a. Accounts Payable – Approved by initials by all members.
- b. Minutes – Meeting – 05-10-18 and 06-14-18 Motion to approve minutes as written for 05-10-18 and 06-14-18 by Trustee Bazzett, 2<sup>nd</sup> by Trustee Goffe, all in favor.

**V. REPORTS**

- a. Sheriff’s Report – On file in clerk’s office.
- b. President Report
  - a. Fence went up without permit at 3332 Taylor Avenue
  - b. Evergreen Academy has vacated building 2 – no major repairs
  - c. Daycare in building 5 will open on July 15, 2018
- c. Trustee Hinkle – No report.
- d. Trustee Rude – Excused.
- e. Trustee Berrios – No report.
- f. Trustee Goffe –

In the past 4 weeks I have spent approximately 21 hours working on the following:

Rental Activities:

- Booked one event (Village resident), and also amended it because she added an hour (\$125)
- One contract written but waiting for down payment (\$150) so it’s not considered final
- Made appointments to meet with two prospects who ended up being No Shows
- Showed the Hall to a local clergyman who was scouting for someone else (bereavement lunch); not booked, but possibly future rentals.
- Talked with a church representative who wanted to book the Hall and the Gym for her

church picnic; last I heard was that the Pastor was unable or did not want to pay two separate security deposits.

- One call asking availability for dates in October, and gathering pertinent rental information
- One call regarding specific availability for an event, but it was already taken.

Calls/Texts/Emails - 62

- Providing rental information
- Requesting security deposit refunds
- Crisis management
- Friendly reminders that final payments are due
- Opener/Closer reports and request for payment(s)

Trips to the Hall/Office - 13

Issues:

One event ended 45 minutes late, garbage wasn't removed, a mess was left on floor (sticky, glitter, tape). Went a little back-and-forth with her; she sent me about 25 photos to "prove" that they left it in good shape, but the Closer's report stands and she did not get her security deposit returned.

- g. Trustee Bazzett –
  - a. Stop sign by CVS is down who is responsible for replacing it. Discussion. It is on Elmwood Park property.
  - b. The light that was reported to have a broken lens is not broke, one side has a metal plate on the side facing a home. Trustee Bazzett believes the home owner may have done that to eliminate the bright light shining in windows.
- h. Trustee Rossi – Excused.
- i. Clerks Report
  - a. 2<sup>nd</sup> Qtr. Health Department Report – On file in clerk's office.
  - b. Building Permits – On file in clerk's office.
  - c. Resident Correspondence – On file in clerk's office.
- j. Treasurers Report  
Jun 30, 2018

Tri-City - General Fund	\$22,047.06
Tri-City - Money Market	\$49,999.47
LGIP - LIFT STATION ACCOUNT	\$3,255.81
LGIP - OPERATING ACCOUNT	\$134,220.57

TOTAL:	\$209,522.91
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a.

**VI. NEW BUSINESS**

- a. Resolution 2018-02 – Racine County Hazard Mitigation Plan Update 2017-2021
  - i. Trustee Bazzett read Resolution 2018-02, Motion to approve by Trustee Hinkle, 2<sup>nd</sup> Trustee Berrios, vote:

President Wells	Aye	Trustee Berrios	Aye	Trustee Hinkle	Aye
Trustee Goffe	Aye	Trustee Bazzett	Aye	Trustee Rude	Excused
Trustee Rossi	Excused				

Motion passed.

- b. Resolution 2018-03 – Long Term Leases – Leasing of Building 2 and Building 4B



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- i. President Wells read Resolution 2018-03, Motion to approve with change of “President Wells” to “Village President” by Trustee Bazzett, 2<sup>nd</sup> by Trustee Berrios, vote:

President Wells	Aye	Trustee Berrios	Aye	Trustee Hinkle	Aye
Trustee Goffe	Aye	Trustee Bazzett	Aye	Trustee Rude	Excused
Trustee Rossi	Excused				

Motion passed.

- c. Resolution 2018-04 – Short Term Contract – Rental of Hall and Gym

- i. President Wells read Resolution 2018-04, Motion to **approve as** written by Trustee Bazzett, 2<sup>nd</sup> by Trustee Hinkle, vote:

President Wells	Aye	Trustee Berrios	Aye	Trustee Hinkle	Aye
Trustee Goffe	Aye	Trustee Bazzett	Aye	Trustee Rude	Excused
Trustee Rossi	Excused				

Motion passed.

- d. 3554 Lathrop Avenue – BeeBe School repairs, interior and exterior

- i. President Wells presented bids from Rossi Construction-\$5,460.00, D’allie Masonry - \$2,460.00, and Gold Masonry - \$2,650.00 to repair chimney at Beebe School. Motion to approve tuck point repairs using D’allie Masonry in an amount not to exceed \$2,600.00 by Trustee Bazzett, 2<sup>nd</sup> by Trustee Goffe, vote:

President Wells	Aye	Trustee Berrios	Aye	Trustee Hinkle	Aye
Trustee Goffe	Aye	Trustee Bazzett	Aye	Trustee Rude	Excused
Trustee Rossi	Excused				

- ii. President Wells presented bids from Ambrose Drywall - \$1,200.00, Quality Painting - \$1,200.00, and Peyton’s Painting - \$625.00 to repair and paint damaged drywall in Beebe School. Motion to approve repairs and painting using Peyton’s Painting for an amount not to exceed \$800.00 by Trustee Bazzett, 2<sup>nd</sup> by Trustee Goffe, vote:

President Wells	Aye	Trustee Berrios	Aye	Trustee Hinkle	Aye
Trustee Goffe	Aye	Trustee Bazzett	Aye	Trustee Rude	Excused
Trustee Rossi	Excused				

Motion passed.

- e. 3801 Maryland Avenue – Trustee Bazzett presented board with the following ordinance pertaining to public nuisances when complaints are received by clerk:

13.03 ABATEMENT OF PUBLIC NUISANCES.

(1) Inspection of Premises. Whenever complaint is made to the Village President, Health Officer, Village Clerk or Village Board Police Liaison (inspecting officer) that a public nuisance exists within the Village, a notification of possible violation shall be submitted to the Village Clerk. The Village Clerk, Health Officer, Village President or Village Board Police Liaison shall then inspect the property to a reasonable extent and prepare a written report of his findings to the Village President. Whenever practicable, the inspecting officer shall

cause photographs to be made of the premises and shall file the same in the office of the Village Clerk.

The village board gave direction to the clerk to contact source of complaint to get specifics on complaint to and inspect the exterior of the property located at 3801 Maryland Avenue and to file a report with pictures for the boards review. President Wells will contact owners to obtain permission to inspect property.

**VII. OLD BUSINESS** – No old business.

**VIII. ADJOURN** – Motion to adjourn by Trustee Bazzett, 2<sup>nd</sup> by Trustee Berrios, all in favor, meeting adjourned at 7:24 p.m.