



3131 Taylor Avenue Unit 1  
Elmwood Park, Wisconsin 53405-4503  
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**VILLAGE OF ELMWOOD PARK BOARD MINUTES**  
**Thursday February 8, 2018 6:30 p.m.**  
**3131 Taylor Avenue, Building 3**

**I. CALL TO ORDER/ROLL CALL** –Meeting was called to order by President Wells at 6:40 p.m.

President Wells	Present	Trustee Hinkle	Present	Trustee Rude	Present
Trustee Michel	Present	Trustee Spencer	Present	Trustee Bazzett	Present
Trustee Rossi	Present				

**II. PLEDGE OF ALLEGIANCE**

**III. PUBLIC COMMENT**

Pursuant to Wisconsin State Statue 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.” The light on the monument looks beautiful, compliments of Scott and Marsha Russell.

**IV. CONSENT AGENDA**

- a. Accounts Payable – Motion to approve Accounts Payable by Trustee Spencer, 2<sup>nd</sup> by Trustee Rude, all in favor.
- b. Minutes – Meeting – 01-11-18 – Motion to approve minutes by Trustee Spencer, 2<sup>nd</sup> by Trustee Michel, all in favor.

**V. REPORTS**

- a. Sheriff’s Report – Copy in clerk’s office.
- b. President Report
  - a. Building # 5 has been rented
  - b. The village is looking for poll workers
  - c. Evergreen Academy has asked to extend their lease for 3554 Taylor Avenue for another 2 years.
  - d. CVS has been working on trash outside the Dollar Tree Store, we now have contact for the management company handling the cleaning of the area.
- c. Trustee Hinkle – The recycle grant paperwork is going to be due in a few months.
- d. Trustee Rude
  - a. Concerned with the condition of the gym floor. It is covered with salt and she feels bad asking for \$75.00 per hour rent due to the condition. Evergreen dry mops it but it does not come clean. President Wells stated that she has spoken with Evergreen and they have had wet mopping of the gym added to the contract they have with cleaning company.
- e. Trustee Spencer

- a. There is a floor cleaning machine for sale at D W Davies she feels the village should explore the idea of spending \$1400.00 to purchase the machine.
- b. Rentals are going well – church is still with us.
- f. Trustee Michael – No report.
- g. Trustee Bazzett – Focus on energy has a program available through WE Energy. Information available in clerk’s office.
- h. Trustee Rossi – Property study for 3131 Taylor has been completed.
- i. Clerks Report – No report.
- j. Treasurers Report

**Checking/Savings**

Tri-City - General Fund	83,915.35
Tri-City - Money Market	200,017.55
LGIP - LIFT STATION ACCOUNT	3,238.44
LGIP - OPERATING ACCOUNT	133,504.81

Total Checking/Savings 420,676.15

a.

**VI. NEW BUSINESS**

- a. Assessor – Ray Anderson – Board of Review and Open Book
  - i. Schedule for Open Book, Monday, 04/16/18 6:00 p.m. – 8:00 p.m.
  - ii. Schedule for Board of Review, Monday 05/14/2018 Motion to approve schedule for Open Book and Board of Review by Trustee Bazzett, 2<sup>nd</sup> by Trustee Spencer, all in favor.
- b. Permit Administrative Fee
  - i. Discussion – raise administrative fee for processing Building Permits. Currently village makes a very small amount of money to process the paperwork. Motion to change the Administrative Fee for Inspections to \$25.00 or 5% whichever is greater by Trustee Bazzett, 2<sup>nd</sup> by Trustee Rude, all in favor.
- c. Focus on Energy Free Program for WE Energy customers. See V(g)

**VII. OLD BUSINESS**

- a. Inspection Report – Complex – A detailed report has been completed. The report lists the observations from subcontractors that attended the walkthrough as well as recommendations. Trustee Rossi said that the inspection indicated Building 3 needs roof work, all the furnaces are from 1987 – the village should plan on replacing these in phases. A copy of this report is available for review in the clerk’s office.
- b. Village Administrator – President Wells asked for direction regarding hiring a Village Administrator. Does the board want to pursue hiring someone to search for them or do they want to try to search for one on their own? Consensus is that the village search by means available to them first before going to the next step.

**VIII. ENTERTAIN A MOTION TO GO INTO CLOSED SESSION PURSUANT WISCONSIN STATE STATUTES 19.85 (1) (e) “Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. WISCONSIN STATE STATUES (1) (c) Considering employment, promotion, compensation or performance evaluation data of any employee over which the governmental body**

**IX.** has jurisdiction or exercises responsibility. Note” Before governmental body votes on the motion, the chief presiding officer must announce and record in open session the nature of the business to be discussed and the specific statutory exemption that is claimed to authorize the closed session and vote to go into closed session.” Item to be discussed in Closed Session - Discussion of SBA Tower Purchase – Motion to table until next meeting by Trustee Spencer, 2<sup>nd</sup> by Trustee Bazzett, all in favor.

**X.** **RETURN FROM CLOSED SESSION**

**XI.** **ADJOURN** – Motion adjourn Trustee Bazzett, 2<sup>nd</sup> by Trustee Rude, all in favor, meeting adjourned at 8:20 p.m.

Approved 03-08-18