

**PLEASANT PRAIRIE PLAN COMMISSION MEETING
VILLAGE HALL AUDITORIUM
9915 39TH AVENUE
PLEASANT PRAIRIE, WISCONSIN
6:00 P.M.
July 22, 2019**

A meeting for the Pleasant Prairie Plan Commission convened at 6:00 p.m. on July 22, 2019. Those in attendance were Michael Serpe; Mike Pollocoff; Wayne Koessl; Deb Skarda; (Alternative #1) and Brock Williamson (Alternate #2). Judy Juliana, Bill Stoebig and John Skalbeck were excused. Also in attendance were Nathan Thiel, Village Administrator; Tom Shircel, Assistant Village Administrator; Jean Werbie-Harris, Community Development Director; and Peggy Herrick, Assistant Village Planner and Zoning Administrator

- 1. CALL TO ORDER.**
- 2. ROLL CALL.**
- 3. ACCEPT THE RESIGNATION OF JIM BANDURA.**

Michael Serpe:

Jim emailed and called me the other night and has indicated he is going to resign from the Plan Commission. And it's for no other reason other than he and his wife are going to move to South Carolina. I guess the winters according to them are a little bit too harsh in Wisconsin. So hopefully they'll enjoy themselves down there. But Jim was an outstanding Plan Commission member. He did his homework. He did a beautiful job for the Village. I don't know how many years, since 1993, '95, I don't even know.

Jean Werbie-Harris:

Over 25.

Michael Serpe:

A long time, and he will be missed. So with that I'll ask for a motion to accept his resignation.

Wayne Koessl:

So moved.

Deb Skarda:

Second.

Mike Pollocoff:

I'll second it or a second.

Michael Serpe:

MOTION MADE BY WAYNE KOESSL AND SECONDED BY DEB SKARDA TO ACCEPT JIM BANDURA'S RESIGNATION. ALL THOSE IN FAVOR SAY AYE.

Voices:

Aye.

Michael Serpe:

Opposed? The ayes have it.

4. CONSIDER APPOINTMENT OF A PLAN COMMISSION SECRETARY.

Michael Serpe:

I'm going to ask that be tabled until August 12th.

Mike Pollocoff:

I move it be tabled.

Deb Skarda:

Second.

Michael Serpe:

MOTION MADE BY MIKE POLLOCOFF AND SECONDED BY DEB SKARDA TO TABLE THE APPOINTMENT OF A SECRETARY UNTIL AUGUST 12TH. ALL THOSE IN FAVOR SAY AYE.

Voices:

Aye.

Michael Serpe:

Opposed? The ayes have it.

5. CONSIDER APPROVAL OF THE JULY 8, 2019 PLAN COMMISSION MEETING MINUTES.

Wayne Koessler:

Move they be approved in their printed form.

Brock Williamson:

Second.

Michael Serpe:

MOTION MADE BY WAYNE KOESSL AND SECONDED BY BROCK WILLIAMSON FOR APPROVAL OF THE JULY 8TH MINUTES. ALL THOSE IN FAVOR SAY AYE.

Voices:

Aye.

Michael Serpe:

Opposed? The ayes have it.

6. CORRESPONDENCE.

Jean Werbie-Harris:

Trustee Serpe, we have one piece of correspondence, and this was a flyer that we received. And this is from the Designing Downtown Pleasant Prairie Committee. They have been working diligently for the last seven months to develop ideas, concepts and recommendations for the new Village Green Center Downtown. The committee recently hosted a community open house a week ago Thursday. And over 300 residents and developers, business people, others that attended and provided a lot of feedback to the committee.

What they are looking for now is to make a formal presentation to the Village Plan Commission, Village Board and any other interested parties, and that will be on Thursday, July 25th which is this Thursday from 6 to 8 p.m. here at the auditorium. So the presentations will come from the different committees that they have, the Village Marketplace, a Place for Everyone, Leisurely Life, Arrive As You Wish, Pleasantville, Earthly Relations, the Village Voice and the Epicenter on the Prairie. And so they are very anxious to make the presentations to all of us and to share their ideas for the future downtown for Pleasant Prairie.

Michael Serpe:

I think that's going to be a well attended meeting. I'm wondering if this room is going to be big enough to handle it.

Jean Werbie-Harris:

We will set up as many chairs as we can.

Michael Serpe:

Okay.

7. CITIZEN COMMENTS.

Michael Serpe:

If there's anybody wishing to speak now would be your opportunity. We ask that you give your name and address for the record. Anybody wishing to speak? Anybody wishing to speak? We'll close citizen comments.

8. NEW BUSINESS:

A. PUBLIC HEARING AND CONSIDERATION OF AN ORDINANCE AMENDMENT to Section 395-56 of the Village Land Division and Development Control Ordinance related to the number of lots that can be created per Certified Survey Map. THIS REQUEST IS BEING WITHDRAWN.

Jean Werbie-Harris:

The first item on the agenda is a request that was being brought forth by the Village staff initially. After further evaluation and discussion amongst the staff and evaluation and discussion with the Village Attorney, it was decided that we are not going to be recommending any changes to the Village's Land Division Ordinance. And so we are asking that this item be withdrawn.

Mike Pollocoff:

Move to withdraw.

Brock Williamson:

Second.

Michael Serpe:

MOTION MADE BY MIKE POLLOCOFF AND SECONDED BY BROCK WILLIAMSON TO WITHDRAW ITEM A. ALL THOSE IN FAVOR SAY AYE.

Voices:

Aye.

Michael Serpe:

Opposed? The ayes have it.

B. Consider the request of Jim Valenti, on behalf of the Pleasant Prairie II Investors LLC, owners of the property located at 10150 80th Avenue for approval of Site and Operational Plans for Fair Oaks Farm to occupy the entire 56,050 square foot building for dry storage/warehousing.

Jean Werbie-Harris:

Trustee Serpe and members of the Plan Commission and the audience, this is a request of Jim Valenti, on behalf of the Pleasant Prairie II Investors LLC, owners of the property located at 10150 80th Avenue. And this is for the approval of Site and Operational Plans for the Fair Oaks Farm to occupy the entire 56,050 square foot building for dry storage and warehousing. Fair Oaks Farms is located within LakeView Corporate Park and is currently located in three buildings in Pleasant Prairie including two sausage and meat production facilities and one warehouse facility in the Corporate Park where they occupy about 50,000 square feet.

Pursuant to Fair Oaks Farms, they have been supplying some of the world's best-known restaurant chains and food companies with quality custom meats since 1985. Under Mike Thompson's ownership, revenues have increased over 200 percent, and staffing has increased threefold from 100 to currently approximately 300 employees. Fair Oaks Farm has been part of the business park since 1992. As a result of their drive for success, the company added an additional 65,000 square foot facility to the Fair Oaks Farm asset base in 2007. Their needs to run a more diverse product mix of products has increased the need for more storage. This new location will allow them to store their raw materials as well as relocate some of their office staff.

Fair Oaks Farms currently manufactures pork sausage and other prepared meat products in two plants as I had indicated. They are proposing to occupy the entire 56,050 square foot building located at 10150 80th Avenue, again, for a second dry storage/warehousing facility. Minor interior building modifications are proposed in the existing office and warehousing space, and the Village has issued an erosion control permit for the repaving of the existing parking lot.

It is anticipated that there will be 15 full-time employees at this location, ten on first shift and five on the second shift. There are approximately 59 parking spaces along with handicapped accessible parking spaces on site. And there are currently six truck parking spaces on site and eight dock doors. The parking provided on the site exceeds the number required by the tenant. Tenant improvements on the site is intended to start in July with occupancy planned for October of 2019. With that I'd like to introduce Jim Valenti. And he can explain a little bit more and also introduce a representative from Fair Oaks Farm.

Michael Serpe:

Name and address for the record. Thank you.

Jim Valenti:

Good evening. My name is Jim Valenti. I reside at 776 Pleasant Lane in Glenview, Illinois. Thank you Plan Commission for seeing us tonight. I represent the owners of the 10150 80th Avenue building that Jean just referred to. This building was constructed by Valenti Builders

which is a company that I've worked for for 40 plus years back in 1998 along with another building across the street from that building at 10303 80th Avenue.

We've been very fortunate that General Binding Corporation who we built the building for they merged with Acco in 2005 so we've had one tenant in both these buildings since they were constructed. So they announced they were moving out. Everything has been going real well with Acco on the move out, and they're out of the building, and we've been cleaning up since we met with Jean and Peggy a couple weeks ago.

Tonight we're seeking approval for Fair Oaks to occupy the smaller building, the one located at 10150 80th. The plan is to seek approval tonight and then submit our building permit plans and application so we can perform the little bit of remodeling work that's required in the office space, carpet, paint, and there's one additional office that Fair Oaks would like. Fair Oaks Farms as you know with Jean's introduction has their corporate headquarter building in Pleasant Prairie located at 7600 95th Street. I will turn now the presentation of Fair Oaks over to Steve Passick from Fair Oaks, and he can share some information more for Fair Oaks Farms.

Steve Passick:

Good Evening. I'm Steve Passick. I'm the Vice President of Finance at Fair Oaks Farms. I live at 1502 East Emerson in Mount Prospect, Illinois. Fair Oaks Farms has been in existence since 1995. Mike Thompson is the current owner. He's owned it since 2003. And as we pointed out, if you go through the slide deck, that's a picture of Mike Thompson our President. Mike has worked for large corporations. He's worked for Aldi, he's worked for McDonald's for most of his career in the supply chain area. He took over the company in 2003. He's been the majority owner since then.

We've got our mission, vision and values of what the company stands for. We're a food manufacturer, and we want to feed the world with high protein meats which is what we manufacture in those two plants, primarily breakfast sausage. So those are the two facilities. The one on the left is the east. We refer to it as the east plant. That's where corporate is, and that's the one at 7600. And the west plant which is at 8922.

The reason why it's convenient for us to have the dry storage is because it's within proximity to both of those plants. And what we're going to keep there are primarily dry spice, plastics and boxes. And it helps us with the -- we have two shifts that actually manufacture and one sanitation shift. So they do work up until I think like one in the morning. So they're done at that point, but a lot of the product comes from that dry storage, and it's very convenient to go through each plant.

What makes us different? We've got infrared cooking capabilities. We innovate with our customers for different spice profiles or different food. We have a spiral oven in the west facility that we are able to cook differently than infrared. Infrared is essentially searing the product on top, oven is baking the product. It gives it a different flavor profile. We have a strong reputation and food quality. BRC is a global standard for recognition of your manufacturing process and quality. It's a worldwide recognition. Both plants since I've been there, I've been there since 2017 for two years, received a double A and single A rating which is the highest you can achieve in those awards.

Some of the product offerings we make in both plants, sausage patties, meatballs, rib shaped patties, pizza crumbles, those toppings on frozen pizza. breakfast crumbles in a sausage burrito if you will, sausage links, turkey sausage patties. And we don't manufacture the bacon onsite. We have a cold packer that does that with us, so we don't actually produce bacon in those two plants, just pork turkey and sausage. So we can produce just about anything you ask in the frozen arena, whether it's a protein chicken or turkey.

So this is a listing of our current customer profile. Our largest customer is McDonald's. There's a couple on there that we don't do business with anymore. Just because of pricing issues we had dropped them. Tim Horton's and Boston Market we don't supply, but everybody else on there we do supply. And we are happy with our customer profile and the base that we can share with folks. We are private label so you won't necessarily see our label on any of the product that we do sell. So if you go to McDonald's and have a sausage biscuit chances are we're their largest supplier, so chances are you've having a Fair Oaks Farms sausage patty which is pretty cool.

Some of our sustainability that we've put up there that we've worked hard to achieve over the years, whether it be electricity, we try to contain the waste and water savings. Mike is a minority, it's a minority owned company. We've achieved some recognition at Mike's behest in how he runs the company and how we do our hiring practices. So that's pervasive throughout the company. And then our community involved. And Mike recently is on I think it's the Kenosha Business Association, the KABA Board. He is a member of that, and we are looking for opportunities within the community to continue our community involvement. That's it. Any questions?

Michael Serpe:

Comments or questions?

Deb Skarda:

I'm just kind of curious. Does the FDA come and inspect you guys?

Steve Passick:

USDA has two offices onsite. So after every shift the USDA will go through and inspect every single run that we have. And they actually approve what we produce. There's no requirement to us to be federally mandated so the FDA doesn't get involved unless they're needed. But USDA they have offices onsite. They have literally offices at both plants.

Deb Skarda:

Okay, thanks.

Brock Williamson:

Are you guys nationwide or just manufacture --

Steve Passick:

We just manufacture in those two facilities, but we sell nationwide. So I like to say there's three suppliers. McDonald's is our biggest customer. There's three suppliers, there's us and there's two other locations. So there's probably a better than 30 percent chance across North America you're going to have Fair Oaks Farms sausage. We're the sole supplier in Canada as well of breakfast sausage.

Brock Williamson:

And then do you bring the meats in raw, refrigerated raw?

Steve Passick:

Yes, and they go through the process. So they don't stay on site. Not necessarily for 24 hours, but there are trucks that come in all hours of the day. Once it hits the door it runs because there isn't that much space to hold that much protein raw.

Brock Williamson:

Okay, thank you.

Michael Serpe:

What process do you have in place to keep the fat from going into the sewer system?

Steve Passick:

We have been going through waste water, and I've got our maintenance engineer here, Brent, who could speak to that more technically than I could. But that has been -- because the two plants are different. There's a hard cooked that's the east facility, and there's a fully cooked which is the west facility. So, Brent, if you want to speak to that?

Brent Butterfield:

Good evening. Brent Butterfield, I am the Senior Facility Engineering Manager. In 2017 we installed what we call a GEM unit in our west facility. It is a chemical system that removes the fat, TSS and BOD out of the process. I think probably some of you are aware we had struggles with that back in early 2017, 2016. Since about October of last year I think we've hit zero surcharges except for one month when we had \$2,500. So we're significantly less, about 99 percent.

Michael Serpe:

Is this collected and then hauled away?

Brent Butterfield:

It is. So it is sold to a pet food manufacturer out of Green Bay, and that's what they use it in.

Michael Serpe:

Okay.

Mike Pollocoff:

That's good to hear. I know for TSS and BOD there's a surcharge.

Brent Butterfield:

Correct.

Mike Pollocoff:

For us it's not a profit center. We turn around and give it right to the Kenosha Water Utility. So it doesn't help anybody but them to have that charge.

Brent Butterfield:

So I keep in contact with Tom up by the bit, and I think they're relatively pleased with our progress over the last 9 or 12 months.

Michael Serpe:

Any other comments or questions?

Wayne Koessl:

I have none.

Michael Serpe:

It's always good to see an existing company in Pleasant Prairie expand their operation. We appreciate it, believe me. We also have land available for housing if you wish to move up to Pleasant Prairie.

Brent Butterfield:

I told them, I live in Wisconsin. It's the best place.

Michael Serpe:

What's your pleasure?

Mike Pollocoff:

I move we approve the Site and Operational Plan as presented.

Deb Skarda:

I'll second.

Michael Serpe:

MOTION MADE BY MIKE POLLOCOFF AND SECONDED BY DEB SKARDA FOR SITE AND OPERATIONAL PLAN APPROVAL. ALL THOSE IN FAVOR SAY AYE.

Voices:

Aye.

Michael Serpe:

Opposed? The ayes have it. Thank you and look forward to continue working with you. Thank you very much.

C. Consider Plan Commission Resolution #19-09 to initiate a Zoning Text Amendment related to zoning application and permit fees.

Peggy Herrick:

This Resolution 19-09 is to allow the Village staff to re-evaluate zoning fees imposed by the Village regarding applications and zoning fees. So we ask for your support of this resolution. We'll come back at a later date with the public hearing with the proposed changes.

Michael Serpe:

What's your pleasure?

Wayne Koessl:

Move Resolution 19-09.

Brock Williamson:

Second.

Michael Serpe:

MOTION MADE BY WAYNE KOESSL AND SECONDED BY BROCK WILLIAMSON FOR APPROVAL OF 19-09 TO COME BACK FOR A PUBLIC HEARING AT A LATER DATE. ALL THOSE IN FAVOR SAY AYE.

Voices:

Aye.

Michael Serpe:

Opposed? The ayes have it.

9. ADJOURN.

Deb Skarda:

Move to adjourn.

Brock Williamson:

Second.

Michael Serpe:

Motion made and seconded to adjourn. All those in favor say aye.

Voices:

Aye.

Michael Serpe:

Opposed? The ayes have it. Thank you.

Meeting Adjourned: 6:18 p.m.