

**VILLAGE OF PLEASANT PRAIRIE
PLEASANT PRAIRIE VILLAGE BOARD
PLEASANT PRAIRIE WATER UTILITY
PLEASANT PRAIRIE SEWER UTILITY**

Village Hall Auditorium

9915 - 39th Avenue

Pleasant Prairie, WI

October 1, 2018

6:00 p.m.

A regular meeting of the Pleasant Prairie Village Board was held on Monday, October 1, 2018. Meeting called to order at 6:00 p.m. Present were Village Board members John Steinbrink, Kris Keckler, Mike Pollocoff, Dave Klimisch and Mike Serpe. Also present were Nathan Thiel, Village Administrator, Tom Shircel, Assistant Village Administrator; Jean Werbie-Harris, Community Development Director; Kathy Goessl, Finance Director; Dave Smetana, Chief of Police; Craig Roepke, Chief of Fire & Rescue; Matt Fineour, Village Engineer; John Steinbrink Jr., Public Works Director; Carol Willke, Human Resources Director; Dan Honore', IT Director; Craig Anderson, Recreation Director and Jane C. Snell, Village Clerk. No citizens attended the meeting.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. MINUTES OF MEETING - SEPTEMBER 10, 2018, SEPTEMBER 17, 2018, AND SEPTEMBER 20, 2018

Dave Klimisch:

Move approval of all three.

Kris Keckler:

Second.

John Steinbrink:

Motion and a second. Any additions, corrections? Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? So carries.

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**KLIMISCH MOVED TO APPROVE THE MINUTES OF THE VILLAGE BOARD
REGULAR AND/OR SPECIAL MEETINGS OF MONTH, DAY, YEAR AS PRESENTED IN
THERE WRITTEN FORM; SECONDED BY KECKER; MOTION CARRIED 5-0.**

5. PUBLIC HEARING

- A. Consider the request for a "Class B" Intoxicating Liquor License and a Class "B" Fermented Malt Beverage License for the proposed Fairfield Inn & Suites to be located at 10601 120th Avenue.**

Jane Snell:

Mr. President and Board members, the Kenosha Hotel Partners filed with the Clerk's office on September 5, 2018 an application for a Class B intoxicating liquor and a Class B fermented beverage license for the proposed Fairfield Inn & Suites to be located at 10601 120th Avenue in Pleasant Prairie. The application also requested Nadia Rodriguez to serve as the licensing agent for that corporation.

Police checks have been completed. The ownership and agency residency has been met. Publication requirements have been satisfied. There are no delinquent, taxes, utilities or forfeiture on record here at the Village. There are two outstanding invoices in the total sum of \$838.75. Fairfield Inn I have been told is due to open on or about October 15, 2018 which is well within the 90 days allowed from the time the Board approves the issuance in accordance with Chapter 194.

If the Village Board approves this request this evening the following items must be received prior to the issuance of the license by the Clerk's office. It would be the payment of the annual fee which would be prorated from the date of issuance to June 30, 2019. It would be the payment of a publication cost which is \$57.86. Also the certificate of occupancy must be issued, and that would be issued by the Community Development, the Inspections Department and the Fire Department. And then payment of any outstanding municipal charges associated with that site.

John Steinbrink:

This being a public hearing I'm going to open it up to public comment or question. Anybody on a signup sheet?

Jane Snell:

No signups this evening.

John Steinbrink:

Anyone wishing to speak? Anyone wishing to speak? Anyone wishing to speak? Hearing none I'll close the public hearing and open it up to Board comment or question.

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Michael Serpe:

Move approval.

Kris Keckler:

Second.

John Steinbrink:

Motion and a second for approval. Any discussion on the motion? Hearing none, this is just a regular vote?

Jane Snell:

Yes.

John Steinbrink:

Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? So carries.

SERPE MOVED TO APPROVE THE REQUEST FOR A "CLASS B" INTOXICATING LIQUOR LICENSE AND A CLASS "B" FERMENTED MALT BEVERAGE LICENSE FOR THE PROPOSED FAIRFIELD INN & SUITES TO BE LOCATED AT 10601 120TH AVENUE; SECONDED BY KECKLER; MOTION CARRIED 5-0.

6. CITIZEN COMMENTS

Jane Snell:

Mr. President, there are no signups this evening.

John Steinbrink:

Anyone wishing to speak under citizens' comments? Hearing none I'll close citizens' comments.

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7. ADMINISTRATOR'S REPORT

Nathan Thiel:

To the Village Board I invited Michelle Williamson to attend this evening. She is our new President of the PPCVB. Michelle, do you mind coming to the front, and we can at least introduce you. If you want to go to the microphone. We have some business later on in the agenda to approve or ratify some bureau members. But I thought that it would be relevant to at least introduce Michelle to the Board and give her an opportunity to address the Board. Michelle, if you just want to introduce yourself and say hello.

Michelle Williamson:

I'm Michelle Williamson. It's wonderful to be a part of this Board, and I'm really excited to begin this journey with the Village. I'm looking forward to some great things in the future for all of us and for the Village and for the Community. And I look forward to it.

Nathan Thiel:

And on behalf of the Board, I'm not actually on the Board but I serve as an ex-officio member I suppose. And I just want to also welcome Michelle. We're glad that she's a part of the team. And we know and have confidence that she'll do an excellent job. Unless anyone has any questions.

Mike Pollocoff:

I just want to add to that. I think Michelle is going to be -- she's in one of those unusual positions that not too many people see is where you get to start something from scratch. A lot of hard work, but there's a lot of opportunities in the Village. And I think that in a \$3.6 billion community which is what we are there are significant opportunities to help promote the area and have people come here who help pay and keep the cost of government down and the cost of services. It's a significant impact that a lot of people don't realize. And Michelle is going to do a great job.

Michael Serpe:

Welcome aboard.

John Steinbrink:

Welcome.

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Nathan Thiel:

Thank you, Michelle.

John Steinbrink:

We have a community with a lot going on in the summertime, wintertime, I guess all four seasons because the RecPlex keeps things pretty well going there. Do you do triathlons?

Michelle Williamson:

No, but thank you for flattering me. No, there's not one part of me that's in shape for the triathlons.

John Steinbrink:

Because I know Mike has been itching to get into one and he can be your training partner.

Michelle Williamson:

We can train together.

Nathan Thiel:

Thank you, Michelle. Today was actually her first day on the job. So appreciate her being here. That's all I have, President.

John Steinbrink:

Thank you, Nathan.

8. NEW BUSINESS

- A. Receive Plan Commission Recommendation and consider approval of Memorandum of Understanding between the Village of Pleasant Prairie and the Wisconsin Department of Transportation for public and private improvements pursuant to the Main Street Market Traffic Impact Analysis.**

Matt Fineour:

Mr. President and members of the Board, this is a memorandum between the State and the Village. The agreement summarizes the traffic improvements that are needed for the Main Street Market development. Just to summarize those improvements a little bit, the agreement breaks down the traffic improvements into three phases. One is when Froedtert Hospital is built. And

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those improvements are really just the entrance drives to the facility. As the development continues to grow then Old Green Bay Road and part of 104th Street will be improved. Old Green Bay Road will be kind of a boulevard type section with designated left turn lanes. The intersection of 104th and Old Green Bay Road will be improved to be a signalized intersection. And then Main Street Market which will connect to Highway 31 in Phase 3 will also be a signalized intersection on the end of the project.

That's what the agreement summarizes. The developer does have an agreement with the Village that he's responsible for all these improvements. So even though this agreement is with the State and the Village the developer's agreement between the developer and the Village puts this responsibility back on the developer for the improvements. Right now there are approximately about -- they're starting to gear up to about 30 percent plans for 104th Street and Old Green Bay Road plans. They've got all the geometrics kind of figured out as far as the intersection and how the road's going to go. Now they're going to really dive into more of the detailed plans and get it to a point that planned acquisition can start occurring for that road to be constructed. The last time I talked to the developer the construction of that road is anticipated to be next year. If there's any questions I'd be happy to answer them.

Mike Pollocoff:

I move that the Village approve the memorandum of understanding for Main Street Marketplace between the Village and WisDOT.

Kris Keckler:

Second.

John Steinbrink:

We have a motion and a second. Any further discussion on this item? Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? So carries.

POLLOCOFF MOVED TO APPROVE THE MEMORADUM OF UNDERSTANDING FOR MAIN STREET MARKETPLACE BETWEEN THE VILLAGE OF PLEASANT PRAIRIE AND WISCONSIN DEPARTMENT OF TRANSPORTATION; SECONDED BY KECKER; MOTION CARRIED 5-0.

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B. Consider an award of contract for the RecPlex Dehumidification Unit Addendum project.

Tom Patrizzi:

Mr. President and Board members, Tom Patrizzi, RecPlex. What you have in front of you is the bid documents from the opening on September 18th, and we had two bids accepted. Southport came in at \$568,000, and Lee Plumbing came in at \$517,000. So we're recommending that we go with Lee Plumbing Mechanical for \$517,000. This is for the leisure pool, the original pool of RecPlex. This was also engineered by MEP who helped us on the aqua arena, helped us on the RecPlex HVAC system. So we have good faith in MEP that they'll help us with this to get this correct also.

Dave Klimisch:

Do you have a time line as to when they might start?

Tom Patrizzi:

The equipment was ordered several -- well, it was 16 weeks out, and we're receiving it November 15th. And then that holy week comes, deer hunting, so we can't do it over that week. And then we're going to start up the last week, the 27th of November, and we're looking at a three week period that the leisure pool will be shut down, just the leisure pool. The 50 meter pool will be open.

Michael Serpe:

Tom, is this normal wear and tear on something like this?

Tom Patrizzi:

We went above and beyond. I've visited several high schools in the community, Wauwatosa is one of them. They had pool pack systems, and they replaced that after five years of services. And we're on which we all know today is the 18th birthday for the RecPlex. So we went above and beyond with maintenance and everything. But as you can see in the picture the chloramines and everything does take effect on all this equipment.

Michael Serpe:

It's not functioning right now, is that right?

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Tom Patrizzi:

We have two of them. One is 100 percent, and the other one is only working about 50 percent. So we have a temporary HVAC system outside supplying us with only cool air right now.

Michael Serpe:

And this bid replaces them both?

Tom Patrizzi:

Yes. What it also gives us the option for is to purge during the winter that was such an effect on the members and lifeguards and the guests that we'll be able to purge at any time now. With the old unit we couldn't purge below 40 degrees because everyone knows that's our average temperature here in Wisconsin.

Mike Pollocoff:

What's the difference in space?

Tom Patrizzi:

It's the same footprints almost. What they have to do is they're going to take the louvers on the front side of RecPlex and pull the old ones out and put the new ones in. They were thinking about doing it in sections, but they'll save time if they don't have to do in sections and just bring both units in and put it all back together. It's a lot of work but it can be done.

Michael Serpe:

No altering of the building itself has to be done to get this in or out?

Tom Patrizzi:

We have some facial stuff, the split face right in front of the building, the louvers will have to be torn out. But then it's going to all be replaced and everything. It will look the same when we're done.

Michael Serpe:

That's all included in this bid?

Tom Patrizzi:

Yes, sir.

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Michael Serpe:

Okay. Move approval.

Dave Klimisch:

Second.

John Steinbrink:

Motion and a second for adoption and approval. Any discussion? Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? So carries.

Tom Patrizzi:

Thank you very much.

John Steinbrink:

Thank you, Tom.

SERPE MOVED TO APPROVE THE AWARD OF CONTRACT FOR THE RECPLX DEHUMIDIFICATION UNIT ADDENDUM PROJECT LEE PLUMBING MECHANICAL FOR \$517,000; SECONDED BY KLIMISCH; MOTION CARRIED 5-0.

C. Consider the appointment of members to the Village of Pleasant Prairie's Convention and Visitors Bureau and the Community Development Authority.

Kris Keckler:

Move approval and extend appreciation to all of these people of giving of their time.

Mike Pollocoff:

Second.

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John Steinbrink:

Nathan, would you care to read the names?

Nathan Thiel:

Sure, I can read the names. For the Pleasant Prairie Convention and Visitors Bureau Mike Pollocoff, Carol Willke, Steve Kumorkiewicz, Kyle Highberg, Craig Anderson, Rebecca Matoska-Mentink, I know she's the Clerk for the County, and Pamela Jacobsen. Noting that Carol Willke, Steve Kumorkiewicz, Rebecca and Pamela have a term of one year. And the other three, Mike Pollocoff, Kyle Highberg and Craig Anderson have a term of two years. So their term will begin October 1 and then extend until '19 or '20.

And then for Community Development Authority we have Jill Sikorski whose term is 10/7/2020, Tom Reiherzer whose term will be October 7, 2020, and then Dustin Decker is an Alternate 1, and his term will be October 7th to 2019.

John Steinbrink:

He's an IT guy, right?

Nathan Thiel:

No, he was an entrepreneur. There's another IT guy, thought.

Mike Pollocoff:

Just for the record I'd like to point out, we probably have done this when we introduce Michelle is that the Convention and Visitors Bureau is off book for us. The Bureau is off the tax roll. It's a nonprofit, separate entity that will receive funds from room tax or anything they would sell for commodities. So we are connected but we aren't. They're not under the Village umbrella for taxes.

Nathan Thiel:

Yeah, to that point, Mike, the Village set up a Commission. That Commission set up basically the rules and thought processes for the Bureau. And so we've not gotten to the point where we're able to establish the Bureau. This appointment is from the Village Board. But then moving forward any new appointments to the Bureau will be done by the Bureau, not done by the Village Board. And so these were individuals that President Steinbrink is recommending and we're bringing forward to the Board to approve to initiate the process. And then moving forward the Bureau will be an entity unto itself. So thank you for that clarification.

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Michael Serpe:

The RecPlex has so many out of state, multi-state functions between the ice arena and the pool that hotel rooms in a wide area are full. So as much as this is going to benefit our tourism bureau, it's going to benefit the cities as well. Because even though the function may be taking place in Pleasant Prairie some of the hotel rooms are in the city. So they're going to benefit. I think it's time that Pleasant Prairie showcases what it has to offer. And I think it's a good idea, and I'm looking forward to Michelle taking over.

John Steinbrink:

And it's not only the hotel rooms, it's the restaurants and other amenities throughout the whole county that are going to benefits. We have a motion and a second. Other discussion? Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? So carries.

KECKLER MOVED TO APPROVE THE APPOINTMENT OF MEMBERS TO THE VILLAGE OF PLEASANT PRAIRIE'S CONVENTION AND VISITORS BUREAU AND THE COMMUNITY DEVELOPMENT AUTHORITY AS PRESENTED AND IN WRITTEN FORM; SECONDED BY POLLOCOFF; MOTION CARRIED 5-0.

D. Consider approval of a new liquor license agent for Kwik Trip #230 located at 8800 75th Street.

Jane Snell:

Mr. President and the Village Board members, this is a liquor license agent change for the Kwik Trip #230 which they hold a Class A fermented malt beverage and a Class A intoxicating liquor license. This is for the Kwik Trip that is located at 10451 72nd Avenue. The previous agent is no longer an employee of that Kwik Trip. And, therefore, the new employee that they have requested be appointed as the successor agent is Cody Ray Maddox. The requirements have been satisfied as far as the background check. Chief Smetana has conducted that on behalf of the Village. And I recommend the approval of Cody Ray Maddox as successor agent for Kwik Trip #230.

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Dave Klimisch:

Question on the address. There's two different addresses noted. The agenda has 75th Street, and the memorandum has 72nd Avenue.

Jane Snell:

Let me clarify that. I don't have the file with me to clarify that. It is 72nd. It's 10451 72nd Avenue.

Dave Klimisch:

Okay. Noting that the Police Chief has conducted the background checks I move approval.

Michael Serpe:

Second.

John Steinbrink:

We have a motion and a second. Any further discussion? Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? So carries.

KLIMISCH MOVED TO APPROVE THE NEW LIQUOR LICENSE AGENT, CODY RAY MADDOX, FOR KWIK TRIP #230 LOCATED AT 8800 75TH STREET; SECONDED BY SERPE; MOTION CARRIED 5-0.

E. Consider Resolution #18-32 to authorize the Village Administrator to act on behalf of the Village of Pleasant Prairie to sign and submit the Recycling Grant Application.

Kathy Goessl:

The DNR is now requesting for us to have a resolution approving who submits the recycling grant. And they recommend to have a position instead of a person's name on it so you don't have to change it every time the person changes a position. So in the past the Village Administrator Mike Pollocoff would sign the applications and the grant. So this resolution appoints the Village

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Administrator position to be able to submit and sign the grants. I'm looking for approval of the resolution.

Kris Keckler:

Move approval of Resolution 18-32.

Dave Klimisch:

Second.

John Steinbrink:

We have a motion and a second. Any further discussion? Any question for Kathy?

Michael Serpe:

How much we look at, Kathy?

Kathy Goessl:

It's about \$45,000 that we get each year. It's been pretty stable over the last [inaudible].

Michael Serpe:

I was under the impression that that money was drying up.

Kathy Goessl:

No, it's been maintaining itself. And then we also get around a \$10,000 to \$12,000 hazardous waste grant which is different and separate from the recycling grant.

John Steinbrink:

No further discussion? Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? So carries.

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KECKLER MOVED TO APPROVE RESOLUTION #18-32 TO AUTHORIZE THE VILLAGE ADMINISTRATOR TO ACT ON BEHALF OF THE VILLAGE OF PLEASANT PRAIRIE TO SIGN AND SUBMIT THE RECYCLING GRANT APPLICATION; SECONDED BY KLIMISCH; MOTION CARRIED 5-0.

9. VILLAGE BOARD COMMENTS

Kris Keckler:

I have one brief comment but not looking for the Chief to come up or anything. But since we talked about the Fairfield Inn I now they have a goal of opening this fall with obviously trying to tie in with Black Friday and stuff. Is there going to be any communications as far as expected change in increased traffic or foot traffic between that time of night and the hotel and the mall? Are we expecting some increased presence? This isn't really a lengthy one. It's more that now that they are on schedule to be open in a few weeks and it's a pretty heavily attended event.

Chief Smetana:

Yeah, I had a meeting with the Outlet Center last week. They are not going to be looking for any other changes than what they did last year. Last year they did not apply for any other changes or alterations. So they're going to run within the same time frame they did last year, closing overnight and then reopening on Friday at 6 a.m. I would not expect it to be any different than what it normally is with the addition of the hotel.

Kris Keckler:

All right, thanks. All good stuff to promote with our tourism group.

John Steinbrink:

Also, I noted in the paper the city has chosen it's Halloween hours as usual and picked Wednesday, the date of Halloween from 4 to 8 which creates a small conflict for our residents in our subdivisions with the overflow coming from the city to participate in our festivities. Some neighborhood call it a real challenge, other ones say it's not as bad.

Michael Serpe:

I hope it goes well for them.

John Steinbrink:

We're trying to direct them to Trustee Serpe's neighborhood, but they just don't want to go there. Any further Village Board comments?

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10. ADJOURNMENT

Michael Serpe:

Move to adjourn to Executive Session.

Jane Snell:

Yes, there is with a separate agenda.

Mike Pollocoff:

I move we move to adjourn from regular session and enter into Executive Session.

Kris Keckler:

Second.

John Steinbrink:

It's not noted on the agenda. Can we do that? Was it published?

Jane Snell:

It was. After this was already prepared I was told that we have an Executive Session so there are two separate agendas.

John Steinbrink:

We need a roll call vote.

Jane Snell:

Mike Serpe?

Michael Serpe:

Aye.

Dave Klimisch:

Aye.

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Mike Pollocoff:

Aye.

Kris Keckler:

Aye.

John Steinbrink:

Aye.

POLLOCOFF MOVED TO ENTER INTO EXECUTIVE SESSION; SECONDED BY KECKLER; ROLL CALL VOTE: SERPE – YES; KLIMISCH – YES; POLLOCOFF – YES; KECKLER – YES; STEINBRINK – YES; MOTION CARRIED 5-0.

SERPE MOVED TO RETURN TO OPEN SESSION AND ADJOURN THE MEETING; SECONDED BY KECKER; MOTION CARRIED 5-0 AND MEETNG ADJOURNED.