

**VILLAGE OF PLEASANT PRAIRIE
PLEASANT PRAIRIE VILLAGE BOARD
PLEASANT PRAIRIE WATER UTILITY
PLEASANT PRAIRIE SEWER UTILITY
9915 - 39th Avenue
Pleasant Prairie, WI
January 15, 2018
6:00 p.m.**

A regular meeting of the Pleasant Prairie Village Board was held on Monday, January 15, 2018. Meeting called to order at 6:00 p.m. Present were Village Board members John Steinbrink, Kris Keckler, Steve Kumorkiewicz, Dave Klimisch and Mike Serpe. Also present were Tom Shircel, Interim Village Administrator; Jean Werbie-Harris, Community Development Director; Kathy Goessl, Finance Director; Dave Smetana, Police Chief; Craig Roepke, Interim Fire & Rescue Chief; Rocco Vita, Village Assessor; Matt Fineour, Village Engineer; John Steinbrink Jr., Public Works Director; Carol Willke, Human Resources Director; Dan Honore', IT Director; Sandro Perez, Inspection Superintendent; Mary Jo Jiter, Communication Director, Craig Anderson, Recreation Director and Jane C. Snell, Deputy Village Clerk. No citizens attended the meeting.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. PRESENTATION

A. Consider and present Resolution #18-01 of Appreciation and Recognition to Jane Romanowski for Her Years of Service to the Village of Pleasant Prairie.

Tom Shircel:

Thank you, Mr. President and Village Board members. Tonight in front of you is Resolution #18-01. It's a resolution of appreciation and recognition for Jane M. Romanowski for her years of service to the Village of Pleasant Prairie. And I can read the resolution for the record.

Whereas, Jane M. Romanowski will retire on January 31, 2018, after twenty-six years of outstanding service and commitment to the Village of Pleasant Prairie; and whereas, Jane began her career with the Village of Pleasant Prairie on November 25, 1991 in the Community Development Department and had been promoted multiple times during her tenure; and whereas, throughout her years of service, Jane served the community with integrity in her various roles as Clerical and Executive Secretary, Village Clerk, and Assistant to the Administrator.

And whereas, Jane graduated from the Wisconsin Municipal Clerks and Treasurers Institute in 1997 and from the Master Municipal Clerk Academy in 2002; and whereas, Jane honorably represented the Village of Pleasant Prairie by being designated as a Certified Municipal Clerk in 1998 and was awarded the prestigious Master Municipal Clerk designation by the International Institute of Municipal Clerks in 2007; and whereas, Jane continued to proudly represent the Village as a member of the Wisconsin Municipal Clerks Association and served as Secretary,

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District Director, and chaired and served on many committees; and whereas, Jane demonstrated expertise and devotion to her work and provided superior and professional service to the residents of Pleasant Prairie through her duties as the Village Clerk by maintaining records, conducting municipal elections, facilitating Village Board meetings, issuing licenses and permits.

And whereas, the Village would like to acknowledge and sincerely thank Jane for her dedication and commend her for the vast amount of knowledge she bestowed upon the community; and now therefore be it resolved that the Village of Pleasant Prairie extends to Jane our sincere respect and appreciation for her service to the Village, and our congratulations on her well-earned retirement, and best wishes to her for continued success, happiness, and good health in the years to come. Considered and adopted this 15th day of January, 2018.

John Steinbrink:

Jane, why don't you make your way on up here?

SERPE MOVED TO ADOPT RESOLUTION #18-01 OF APPRECIATION AND RECOGNITION TO JANE ROMANOWSKI FOR HER YEARS OF SERVICE TO THE VILLAGE OF PLEASANT PRAIRIE; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 5-0.

John Steinbrink:

Well, Jane? We'll have a group photo, too.

Michael Serpe:

Who's got a camera? Okay.

John Steinbrink:

Now, the Village spared no expense at this. Not only is it made in the US of A. It is put together well with a hole at the top. And it's [inaudible] with a protective cover. They know you're going to be going into the north woods and bears could scratch this. Congratulations.

Jane Romanowski:

Thank you.

John Steinbrink:

Now, try and keep your speech under at least ten minutes. Serpe wants to get home here.

Jane Romanowski:

I'll make it quick. It's hard to believe I've sat through a lot of these from up at the dias, and now I'm standing here. It's also hard to believe that I finally get to sit in the back of the room for a change so that's kind of neat. When I started, you start thinking of the years and how quick they go. My daughters were two and a half and four. I have grandkids that age now and another one on the way. I am so looking forward to spending time with them. The main purpose of my retirement is to do that. Leave the preoccupation of the workload gone.

I thank the Board. John, Mike and Steve I've served all the years with you. And we had the addition of Dave and Kris that made it one of the strongest if not the strongest Board I've ever seen. I've worked with a lot of Board members so thank you for your leadership, your support, your guidance. And I was very lucky not only did I work here but I've lived here for 28 years. So thank you. Thank you to Mike. I've worked with Mike Pollocoff almost my whole career and some of these department heads my whole career. So you were always there for me. The guidance, the support, the respect and the friendship. And I do appreciate it all. I'm really looking forward to my next chapter. And I'll miss you, but I have a lot to look forward to. So thank you.

Michael Serpe:

Thank you, Jane. Jane, we were blessed with a lot of years of service. And for the life of me I can't think of an error that you made in all the time that you have served with this Board and all the elections, 71 elections, and I don't recall ever an error that was brought forward. I do recall one, John, when you lost by 100 votes by mistake. But, again, thanks for your service, Jane. And when we sat next to each other you have guided me in a lot of ways and what to say and when to say it. And I appreciate it. Thank you.

John Steinbrink:

I can't believe it's that many years. I mean it goes fast. And how come our hair turned gray and yours looks so good? And all of us are fighting the pounds and you're still slim and trim. What's going on here? You're going to have to give us your secret. But congratulations. And you've got some well deserved time. I mean every time I go into your office I see the pictures of the kids and I see how they're growing. And I can tell that you want to be up there with them. That will wear off, don't worry. Well deserved time. You might even get out of this cold climate for a while, you never know. So congratulations. Now you get to sit in the back with the cool kids. Neat.

5. MINUTES OF MEETINGS - DECEMBER 18, 2017

**KECKLER MOVED TO APPROVE THE MINUTES OF THE VILLAGE BOARD
REGULAR MEETING OF DECEMBER 18, 2017 AS PRESENTED IN THEIR WRITTEN
FORM; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 5-0.**

6. PUBLIC HEARING

- A. Consider a variance from Section 395-72(A) of the Village Land Division and Development Control Ordinance to allow for a 5-acre lot to be subdivided relating to property located at 9109 River Road for the construction of a single family home without extending municipal sanitary sewer.**

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Jean Werbie-Harris:

Mr. President and members of the Board and the audience, this is a public hearing this evening. And it's for a request for a variance from Section 395-72(A) of the Village's Land Division and Development Control Ordinance. The petitioner is requesting a variance, again, from the Land Division and Development Control Ordinance to allow for a five acre lot to be subdivided from the property located at 9101 River Road owned by Oliver and Patricia Christiansen Trustees of the Christiansen Trust for the construction of a single family home without the extension of or the connection to municipal sanitary sewer.

The property is currently zoned A-3, Limited Agricultural District, and portions of the property are zoned C-1, Lowland Resource Conservancy District, and FPO Floodplain Overlay District. The A-3 District requires lots to be a minimum of five acres and 300 feet of frontage. At least 50 percent of the lot shall be located outside of the wetlands and the 100-year floodplain. A detailed wetland staking will need to be completed. And the location of the 100-year floodplain will need to be field verified. In addition, a floodplain boundary adjustment will be required to provide dry land access to the new five acre property being created.

Section 395-72(A) of the Village's Land Division and Development Control Ordinance requires that all new lots created by land division be serviced by municipal sanitary sewer. Municipal sanitary sewer is currently located on County Trunk Highway C, Wilmot Road, east of the Des Plaines River. Although sanitary sewer is expected to be extended within the County Trunk Highway C right of way, west of the Des Plaines River and possibly south on 114th Avenue in the future, where sanitary sewer could serve urban development on both sides of 114th Avenue, as the road continues south and becomes River Road, further urban development is not likely due to the large amount of wetlands and 100-year floodplains on either side of River Road.

Furthermore, the extension of municipal sanitary sewer within River Road would be extremely costly and would service very few homes. If municipal sanitary sewer is required to be extended due to failing onsite septic systems, the property owners would likely, if possible, install holding tanks. Or if that's not possible they would be required that large cost for the extension of municipal sanitary sewer and then connect to the sewer. The petitioners had soil tests completed, and Kenosha County has indicated that an onsite sewer system could be installed on the proposed property. A new home will also need to install a well since municipal water is not located within River Road.

So with that that sets forth the framework and the information for the petitioner's request. The petitioner is in the audience, and he would like to address the Board regarding his request for a variance, again, to be able to do a land division and create a single family lot on five acres and not be required to connect to municipal sanitary sewer.

Craig Miller:

Good evening. My name is Craig Miller. I currently live at 2880 11th Place, Kenosha, Wisconsin, 53140. Thank you, everybody, for your time. I would like to thank all the parties involved in this process as it has been a very involved process. That includes my grandparents

and all the staff at Pleasant Prairie. Everybody has been a pleasure to work with. It's been a dream of mine to live in Pleasant Prairie again as I grew up on this road just down the street from where we're proposing the property. That variance would allow that dream to come true. My wife and I would very much like to raise my son in this area and be able to share all the experiences that I've had in Pleasant Prairie as I love the community and would love to be back in it. So, again, I thank everybody for their time today. And I sincerely hope that you'll consider the variance.

John Steinbrink:

Okay, thank you. With that I'll open the public hearing. Can we have that read into the record also then, his statement?

Jean Werbie-Harris:

His statement?

John Steinbrink:

Pardon?

Jean Werbie-Harris:

I'm sorry, I didn't hear you.

John Steinbrink:

The statement read into the record. I'm opening the public hearing.

Jean Werbie-Harris:

Yes. I'm still not following you.

John Steinbrink:

This is a public hearing.

Jean Werbie-Harris:

Right, so his statement is part of the public hearing.

John Steinbrink:

Part of the record, correct. Was there a signup for the public hearing?

Jane Snell:

There was and it was Craig Miller. No one else. There were no other signups.

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John Steinbrink:

Okay, anyone else wishing to speak on this item? Hearing none I'll close the public hearing and open it up for Board comment or question.

Michael Serpe:

I just have one question. What is the cost of a septic and a well right now? Do you have any idea?

[Inaudible]

Jean Werbie-Harris:

I need you to come to the microphone.

Craig Miller:

So we haven't had anybody actually come out to the land to give a proposal for the land itself. But we believe everybody that we talked to it starts around \$12,000.

Michael Serpe:

All right. Unless there's other questions I'd move approval of the variance. He obviously doesn't much of a choice but to do what they're doing.

SERPE MOVED TO APPROVE THE VARIANCE FROM SECTION 395-72(A) OF THE VILLAGE LAND DIVISION AND DEVELOPMENT CONTROL ORDINANCE TO ALLOW FOR A 5-ACRE LOT TO BE SUBDIVIDED RELATING TO PROPERTY LOCATED AT 9109 RIVER ROAD FOR THE CONSTRUCTION OF A SINGLE FAMILY HOME WITHOUT EXTENDING MUNICIPAL SANITARY SEWER; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 5-0.

John Steinbrink:

Any further discussion on this item?

Kris Keckler:

My only questions were on the septic and how it would affect the floodplain. But you addressed both of those in your presentation.

John Steinbrink:

The rules are very clear for the septic.

Jean Werbie-Harris:

Absolutely. So he would not be able to put --

John Steinbrink:

Not a problem at all.

Jean Werbie-Harris:

-- any septic in the floodplain. So as long as he has an area that he could put in a conventional system he should be able to do that, and the County would agree.

John Steinbrink:

And River Road is a unique place to live and raise a family. Over the years I grew up knowing a lot of the people down River Road, and it's a place you can always call home I guess. With that we had a motion and a second. Those in favor?

7. CITIZEN COMMENTS

Jane Snell:

Mr. President, there were no citizen signups this evening.

John Steinbrink:

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

8. ADMINISTRATOR'S REPORT – None.

9. NEW BUSINESS

- A. Receive Plan Commission recommendation and consider a Master Conceptual Plan for the proposed 50,000 square foot Froedtert South Pleasant Prairie Medical Office Building within the Main Street Market development located at the northeast corner of STH 31 and STH 165.**

Jean Werbie-Harris:

Mr. President and members of the Board, before you this evening is a request for a Master Conceptual Plan approval at the request of Peter Molter. And he's the agent for Froedtert South. This is for a proposed 50,000 square foot Pleasant Prairie medical office building known as Froedtert South to be constructed in the Main Street Market Development at the northeast corner of Highway 31 which is Green Bay Road and 165 or 104th Street.

On December 4, 2017, the Village Board had conditionally approved a Master Conceptual Plan for the Main Street Market itself, and this is for commercial development at that triangle. And they also approved a refinement of the Neighborhood Plan that had been conditionally approved

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by the Board on October 2, 2017. And this is for a number of commercial buildings. As you can see on the slide we had a grocery store, retail building, multi-tenant buildings, commercial buildings as well as a gasoline station and C-store and then, finally, for the medical office building as we are presenting this evening as part of a more detailed Conceptual Plan.

The Comprehensive Plan Amendment, again, to the Highpoint Neighborhood Plan, Main Street Marketplace kind of refined that plan. As you can see to the left it was originally approved in the mid 2000s, and then we just refined it. And based on some new traffic information, new design information as well as some new user information we were able to update the Comprehensive Plan for the particular Main Street Market.

So with respect to medical office building for Froedtert South Building F, they are proposing to advance this project kind of in the south central portion of this development just north of Highway 165. What they are proposing is a four story office building approximately 12,500 square feet per floor. Basically based on the elevation they're going to have three story elevation facing the east and then four story facing the west. Again, facing the east we've got the Meadowlands Condominium development, and to the west we have Highway 31 and the LakeView Corporate Park. Again, the idea is that it would be approximately 50,000 square feet.

The building exterior materials will consist of unit masonry brick in an architectural prairie style to match their existing St. Catherine's Medical Center Campus in Prairie Ridge on Highway 50. The first floor is intended to support a number of different types of rehab therapy services, private treatment areas for patients including a gym area and related support areas. And the second through fourth floors is intended to be for physician offices as well as providing primary and specialty care. This is very, very similar to their existing clinic that they recently built up in the Village of Somers.

The hours of the facility is proposed to be Monday through Friday from 6 to 8 p.m., Saturday from 7 to 5, Sunday based on patient demand and would be for limited hours. It is intended that they would start with the first two floors that would be built out initially, and the remaining two floors would be shelled in, and then that internal area will be built out in later stages. Employment based on their initial concept is that there would be 80 full-time equivalent jobs. The goal would be to have construction completed and the facility operational by next winter, 2018-2019.

Parking and pedestrian interconnections will be shared throughout the development. Again, it's important to note that this is going to be put together as part of a unified business development. So we will have common features and architecture and just things that transcend from one area to the other out there similar to Prairie Ridge and some of the other project areas we have in Pleasant Prairie. With respect to this project there will be 247 parking spaces including 12 handicapped accessible spaces within 400 feet of the building. And as you can see the way they've set this up is there really will be access to the building so that there's parking on all four sides of the building.

This is a project that went before the Village Plan Commission and the Board not only at the conceptual and neighborhood plan stages just because it was very preliminary as part of the Main

Street Market, but then it has also been before the Village Plan Commission as part of their public hearing process at their last meeting. Just like with the rest of Main Street Market we are continuing to work on the next steps or next phases at the same time as this project is developing including a traffic impact analysis, a CSM with the development agreement pertaining to the public improvements that are required for the Main Street Market as well as this particular develop. Comprehensive Land Use Plan amendments to remove the urban reserve and those aspects of the wetland areas being filled.

And then obviously they will need to move to the next step which is Preliminary and then Final Site and Operational Plans. They will also be looking for a PUD overlay. The property is currently zoned B-2, but there are some modifications that we are looking at with respect to them, again, because this is an integral business development. There will probably be zero lot line setbacks, for example. We're not expecting huge separation spacings from one parking area to the next because it's all intended to be developed as a unified development.

So with that we have met with Peter Molter of Froedtert South. He is actually here in the audience. If you have any questions that he can add to any of the additional comments that we've had for this project to date he can come up and you can visit with him. But we are continuing to move through the process not only for Main Street Market but also for the Froedtert South Medical Clinic that they have proposed.

John Steinbrink:

Peter, anything that you'd care to add? All right. Any questions for Jean or Peter?

Dave Klimisch:

I have a question. We don't quite know what 165 is going to look like after this process and then the same with Old Green Bay Road. Not knowing that how confident are we that the footprint of this building isn't going to be impacted by any change in the highway?

Jean Werbie-Harris:

So we have been making assumptions along with Pinnacle Engineering on behalf of S.R. Mills and the Bear development team. And have had a number of communications with the DOT even though we have not received the TIA response back from them. So we have assumed more or less a worse case scenario to identify exactly how wide that Old Green Bay Road needs to be. We actually have some of those details and those specifications that we have put together, and our Village Engineer has been working on that with us. So we have some of that information.

We've looked at a couple of different alignments for the intersection of Old Green Bay Road as well as 165. We've looked at how much right of way is going to be needed. So we've started going through that entire process. And so we aren't 100 percent, but I think based on the information that we have right now, and we hope to have some final decisions and information from the DOT within the next two weeks or so, and I'm sure we're going to ask them tomorrow at our quarterly meeting, but to see where they are with respect to the TIA. But we are trying to advance it knowing that we do need to make sure that we have final information from them, but we're looking at kind of a worse case scenario so that the hospital site has been laid out from that perspective.

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Dave Klimisch:

So we're hopeful that those limits from the State as far as what the widest need they would need for 165 those would be in before we break ground?

Jean Werbie-Harris:

Yes. I don't know, Matt, if you want to add anything further to that?

Matt Fineour:

The only thing I'd add is that they are currently in the works of designing Old Green Bay Road. So between the overall Main Street Market plan and Froedtert Hospital hopefully the two are coordinating well enough that they know what's going on. But I don't think the footprint necessarily would change. I would think at the worst case you might have some parking stalls that are affected.

Dave Klimisch:

And Building F is far enough away from the roads, but Building G and E, the ones that are on those roads I'm guessing those won't get developed until we know for sure where those lines are?

Jean Werbie-Harris:

Absolutely. And we should know that probably within the next 30 days would you say?

Matt Fineour:

Yeah, I would say the road design is going to be ahead of any other building other than this one.

Michael Serpe:

Jean, I have question. Even though Froedtert is the only building right now that we know that's going up, the Jelly Belly cross-over for a lack of an identification of that road, that's still going to go in even with only knowing that Froedtert is the only building going up? Is that still going to go in?

Jean Werbie-Harris:

So the TIA looks at existing and future conditions and has to look at the entire project as a whole. It may not go in in the very first phase. But the State and the Village and the developer needs to look at the entire project as a whole. So I can't tell you exactly what that's going to look like with respect to the cross or if there's going to be any access north or south. There may not be. But that is part of the analysis. And I don't believe that the clinic's location at this site was depending on whether or not that that Main Street access went in or not. But I know that this is

part of the overall analysis. And several years ago when we were looking at this in 2007 at that time the State had identified that that would be appropriate that that roadway go in. The question is now is whether or not that should be a signalized intersection, if there can be any access going north or south from it. All those details need to be vetted out. And, again, we're hoping that that will happen in the next two to three weeks.

John Steinbrink:

With that being said I would entertain a motion.

KLIMISCH MOVED TO CONCUR WITH THE PLAN COMMISSION RECOMMENDATION AND APPROVE A MASTER CONCEPTUAL PLAN FOR THE PROPOSED 50,000 SQUARE FOOT FROEDTERT SOUTH PLEASANT PRAIRIE MEDICAL OFFICE BUILDING WITHIN THE MAIN STREET MARKET DEVELOPMENT LOCATED AT THE NORTHEAST CORNER OF STH 31 AND STH 165; SECONDED BY SERPE; MOTION CARRIED 5-0.

John Steinbrink:

Do you want B and C taken together, Jean?

Jean Werbie-Harris:

Yes, please.

John Steinbrink:

Motion to take B and C together?

KLIMISCH MOVED TO CONSIDER NEW BUSINESS ITEMS B & C AT THIS TIME; SECONDED BY KECKLER; MOTION CARRIED 5-0.

- B. Receive Plan Commission recommendation and consider Ordinance #18-02 for several Comprehensive Plan Amendments for property located at 10700 88th Avenue.**
- C. Receive Plan Commission recommendation and consider Ordinance #18-03 for a Zoning Map Amendment to rezone property located at 10700 88th Avenue into the C-1, Lowland Resource Conservancy District.**

Jean Werbie-Harris:

Mr. President and members of the Board, the two items you have before you are the Comprehensive Plan Amendment, Ordinance 18-02, and a Zoning Map Amendment, Ordinance 18-03. And these are both at the request of Andrew Shoaf who is a P.E. with Pinnacle Engineering, on behalf of Muskie Enterprises, owner of the property. And this is related to the completed wetland delineations on the property located at 10700 88th Avenue.

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As you know, Site and Operational Plans had been conditionally approved by the Plan Commission on December 11, 2017. And this is for Olds Products to complete two additions to their existing facility in the LakeView Corporate Park, a 26,000 square foot addition and a 100,000 square foot addition along with 22 new dock doors.

As part of any new addition in the LakeView Corporate Park it's required to have wetlands delineated and the 100-year floodplain always evaluated on the properties. So both of these investigations were completed by the environmental firms. There were wetlands found along the south property line, and those are proposed to be rezoned into the C-1, Lowland Resource Conservancy District. And the 2035 Land Use Plan Map is proposed to be corrected to reflect that delineation.

In addition, there were some wetlands that were inadvertently created and identified along the east property line. And, again, these were self-created, and as part of the berming and the grading that was done on the property. And these wetlands were found to be exempt from the DNR from their permit requirements as of 10-17-17.

So the request you have this evening two fold to correct and modify and update the Comprehensive Plan to reflect the wetland delineation. And secondly to rezone the wetlands that will remain onto the property into the Lowland Resource Conservancy District, the C-1 classification. The Plan Commission and the staff recommend approval of both, and the Comprehensive Plan Amendment will require a roll call vote.

**KECKLER MOVED TO CONCUR WITH THE PLAN COMMISSION
RECOMMENDATION AND ADOPT ORDINANCE #18-02 FOR A COMPREHENSIVE PLAN
AMENDMENT ON FOR PROPERTY LOCATED AT 10700 88TH AVENUE; SECONDED BY
KUMORKIEWICZ; ROLL CALL VOTE – KUMORKIEWICZ – YES; KLIMISCH – YES;
SERPE – YES; KECKLER – YES; STEINBIRNK – YES; MOTION CARRIED 5-0.**

**SERPE MOVED TO CONCUR WITH THE PLAN COMMISSION
RECOMMENDATION AND ADOPT ORDINANCE #18-03 FOR A ZONING TEXT
AMENDMENT TO REZONE PROPERTY LOCATED AT 10700 88TH AVENUE INTO THE C-
1, LOWLAND RESOURCE CONSERVANCY DISTRICT; SECONDED BY KLIMISCH;
MOTION CARRIED 5-0.**

**D. Receive Plan Commission recommendation and consider Ordinance #18-04 to
amend Section 420-29 related to Business License Fees.**

Jean Werbie-Harris:

Mr. President and members of the Board, on December 4, 2017, the Board adopted Resolution 17-44, and this is to initiate and petition the Village to re-evaluate the business license application and renewal fees for nonprofit businesses in the Village. Since January 1, 2017, all commercial, industrial, institutional and governmental businesses including churches, schools, community residential facilities, home based businesses, ag businesses and other uses were required to obtain and maintain an annual business license pursuant to the Village Zoning Ordinance.

As you know, information that's gathered from the business licenses is essential to performing the community's public safety and public works services. Business contact information is being used to notify and provide efficient public safety notices and services. Information is also obtained that provides economic development, business attraction, and it's also used for accurate business listings for the active businesses in the community in order to provide us relevant contact information, employment counts and anticipated employment growth annually as well as some projections.

Section 420-29 A related to business license fees is proposed to be amended to change the business license fees for nonprofit businesses from \$25 to \$10. This fee change applies to the initial application or a renewal notice or notice of change for that nonprofits business. This is something that had been requested by some nonprofit businesses last year, and we've had some discussion over the year with respect to this. The ordinance also states that the Village may require additional information to verify that the nonprofit businesses are, in fact, nonprofit according to the status of the IRS.

Currently there are 28 nonprofits businesses in the Village, and all the other businesses in the Village would be considered not nonprofit or for profit businesses. The 2018 renewals for the balance of the businesses were sent out in December. And we've actually received back over 300 of them to date which is great. So it's well ahead of last year. But the 2018 renewals for the nonprofit businesses have not been sent out. What we indicated at the Plan Commission meeting was that those notices would be sent out tomorrow if this ordinance is approved by the Village Board this evening.

Again, the renewal fee for nonprofit businesses would be effective immediately, and their licenses would need to be returned to the Village by March 1, 2018. We wanted to give them a little extra time. And the staff recommends approval of the reduction in the fee for nonprofit businesses to \$10.

Michael Serpe:

Jean, any more thought in consideration of sharing this with the police and fire?

Jean Werbie-Harris:

Absolutely. I have had brief conversations with both the Police and Fire Chief. In fact, we are meeting Wednesday or Thursday of this week to discuss in details the different types of reports that are available as well as what types of reports at short notice that they may need in certain areas of the Village.

Michael Serpe:

That's good, thank you.

Kris Keckler:

I understand the importance of obtaining this information, but I do also appreciate the leniency in the fee structure for these entities. Thank you.

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John Steinbrink:

Further comments or question?

SERPE MOVED TO CONCUR WITH THE PLAN COMMISSION RECOMMENDATION AND APPROVE ORDINANCE #18-04 TO AMEND SECTION 420-29 RELATED TO BUSINESS LICENSE FEES; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 5-0.

John Steinbrink:

Can E and F be taken separately or taken together?

Tom Shircel:

They can be taken together.

John Steinbrink:

Together?

Tom Shircel:

Yes.

John Steinbrink:

Motion to take E and F together?

KLIMISH MOVED TO CONSIDER NEW BUSINESS ITEMS E & F AT THIS TIME; SECONDED BY KECKLER; MOTION CARRIED 5-0.

- E. Consider Ordinance #18-01 to amend Chapter 18 of the Municipal Code to create the Sex Offender Residence Board.**
- F. Consider appointment of members to the Sex Offender Residence Board.**

Tom Shircel:

Thank you, Mr. President and Board members. Thank you. Before the Board tonight is Ordinance #18-01 related to the creation of a Sex Offender Residence Board. If the Board remembers, late last year in September there were a couple of amendments that the Board reviewed and approved to the Chapter 287 of the sex offender ordinance for the Village of Pleasant Prairie. And one of those was to set forth the parameters whereby a Sex Offender Residence Board could take in applications and hear a hearing from a sex offender to live within

the parameters of the safety zones of the sex offender ordinance. That would be the 1,500 feet from churches, schools, parks, so on and so forth. So that's just a predecessor to what's on the agenda tonight.

So tonight we're looking at the actual creation of the Sex Offender Residence Board. And I can quickly go through the parameters of the ordinance. Membership in terms, the members of the Sex Offender Residence Board members shall be citizens residing in the Village of Pleasant Prairie and shall be selected by the Village President and approved by the Village of Pleasant Prairie Board of Trustees pursuant to this chapter. Members shall serve for a term of five years and shall serve no more than two consecutive terms. Initial members of the Residents Board shall be staggered with one member serving one year, a second member serving three years and the third member serving five years.

Vacancies, the Village President shall promptly appoint a new member or an alternate member to fill any midterm vacancy of the Board, and the newly appointed member or alternate member shall serve the balance of his or her predecessors' terms. Conflict of interest, any member of the Sex Offender Residence Board having a conflict of interest in any matter coming before the Board shall refrain from any voting or discussion either prior to, at or after the matter has been heard by the Board. Said Board member that has a conflict shall recuse him or herself from all proceedings, and the alternate member shall preside.

Power and duties, the Sex offender Residence Board shall hold a hearing on each appeal filed with the Village Clerk's office. The Board's decision shall be based upon factual information supplied by the appellant, oral or written statements of any person, and shall render its decision within the Village's interest in promoting, protecting and improving the health, safety and welfare of the community pursuant to applicable factors described in Section 287-6(1) of the Village Municipal Code.

Confidentiality of health information, to the extent if can reasonably do so, the Sex Offender Residence Board shall have the opportunity to go into closed session to consider any medical history of alcohol, drug and sex offender treatment, juvenile conviction records or other health information, to the extent allowed by applicable State laws.

As far as meetings are concerned, the Appeal Board hearings shall be held on an as needed basis. When the Village Clerk's office receives an appeal form, the office shall schedule a hearing within 45 days of receipt. A hearing notice shall be sent at least ten days via U.S. Postal Service to the appellant of the date, time and location of the meeting. And, finally, a written record shall be taken for all findings, determinations, facts. And a copy of such record shall be filed with the Village Clerk as public record. So those are the parameters of Ordinance 18-01. And if you have any further questions I'll be happy to answer them.

Michael Serpe:

Tom, how many village and municipalities or cities do we know that have this board in place?

Tom Shircel:

I know of a handful. Green Bay has one, Racine has one, Waukesha -- not Waukesha, I'm sorry. Jane Snell, do you know?

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Jane Snell:

Yes.

Tom Shircel:

Mt. Pleasant has one. So there are several communities in southeast Wisconsin. Throughout Wisconsin we do have this Sex Offender Review Board.

Michael Serpe:

Any indication how it's working out?

Tom Shircel:

Yes, yes.

John Steinbrink:

Further questions?

SERPE MOVED TO APPROVE ORDINANCE #18-01 TO AMEND CHAPTER 18 OF THE MUNICIPAL CODE TO CREATE THE SEX OFFENDER RESIDENCE BOARD; SECONDED BY KLIMISCH; MOTION CARRIED 5-0.

John Steinbrink:

That brings us to Item F.

Tom Shircel:

Thank you. So in conjunction with the Sex Offender Review Board, I'm going to recommend that the following members and terms be approved by the Village Board. So the first one year term Miss Pauline Hammerbeck. The first three year term would be Mr. Paul Ratzburg. And the first five year term would be Mr. George Easton. I'd recommend those three be the first initial members of the Board.

Dave Klimisch:

I applaud the people willing to step forward. It's a new Commission. There's no previous meetings to look at except another municipality's. So I appreciate their willingness to do this, and it's going to be an important part for keeping Pleasant Prairie moving forward.

Michael Serpe:

You know, Dave, along with that all three, Ms. Hammerbeck a very thorough individual. She does her homework. Paul Ratzburg a retired Detective Lieutenant with the Police Department. And George Easton a former Court Commissioner with the Circuit Court, Municipal Judge and lawyer. We have three great people in here, three great people.

Steve Kumorkiewicz:

We've got the best qualified citizens.

Tom Shircel:

Mr. President, sometime in the next month or so Jane Snell will hold a meeting with these Board members to give them the parameters of what to do during these meetings, how the meetings should be held. She's created a whole set of documents that this Board is going to be run by. So she's going to set that up sometime in March perhaps. And I have to commend both Jane Snell and Jane Romanowski for helping put those documents together and helping move this SORB as we call along through the process.

Kris Keckler:

That was actually my comment or question. I'd like to know that they're obviously being presented with not only the parameters and protocols but also the expectations of serving impartially and the whole process that's expected of them. I really appreciate their volunteering for this.

Tom Shircel:

On top of that our attorneys out of Milwaukee who have been working on this whole process with us through the years they've offered to offer some training, too, for the initial SORB members so they can get themselves immersed in the whole process and show them how things are run.

Dave Klimisch:

I like the specific nature in the ordinance that says the decisions shall be based upon factual information supplied by the appellant. So like Kris mentioned any emotions or preconceived as a part of this it's based on facts. And the history of the three people on the Board show that they're used to following how boards work and how the law works.

Tom Shircel:

And each case will be heard on its own merits. So each case is individual, like you said, and it will be heard on its own merits.

Steve Kumorkiewicz:

I've got a question. Are they going to have a secretary [inaudible].

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Tom Shircel:

Jane, do you know the answer to that? The meetings will be recorded.

Steve Kumorkiewicz:

Still are they going to have a secretary?

Tom Shircel:

We'll look into that for you, Steve.

Steve Kumorkiewicz:

Okay, thank you.

Kris Keckler:

And we're calling it the SORB?

Tom Shircel:

That's the acronym that we go by is SORB.

Jane Snell:

I just want to mention that on our first meeting with the members of the Board we will be selecting a chairperson and a secretary for that particular Board. That will happen, yes.

Steve Kumorkiewicz:

Thank you.

John Steinbrink:

Okay, no further comments we have a motion and a second.

SERPE MOVED TO APPROVE APPOINTMENT OF MEMBERS - PAULINE HAMMERBECK – ONE YEAR TERM, PAUL RATZBURG – THREE YEAR TERM, AND GEORGE EASTON – FIVE YEAR TERM TO THE SEX OFFENDER RESIDENCE BOARD; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 5-0.

G. Consider the Design Service Agreement between the Village of Pleasant Prairie and Strand Associates relating to the design of the STH 165 lift station project.

Matt Fineour:

Mr. President and members of the Board, this is a design service contract with Strand for the design services of a new lift station on 165 just north of Corporate Drive. There is an existing lift station out there, it was built in the last 1980s, around 1990. It was a temporary lift station that was built out there for the initial start of the development. That lift station has pretty much hit its capacity. And with all the new development that's occurring out by I-94 it's time to replace that lift station.

The lift station will service Prairie Highland Corporate Park, all the existing developments that are out there, and it will also serve as future development south along the East Frontage Road down to ML and then north all the way up to kind of half way between Highway C and 165. This map shows the areas in red which essentially to open its service area for the lift station. The areas cross-hatched are the existing developments that are served by the existing lift station.

With that we did receive -- we requested proposals from three companies. We received them from two that had a high experience with lift stations. The winning award for the lift station design was with Strand and Associates for \$184,100. With that we'd recommend approval of that contract, and I'd be happy to answer any questions you may have.

KLIMISCH MOVED TO APPROVE THE DESIGN SERVICE AGREEMENT BETWEEN THE VILLAGE OF PLEASANT PRAIRIE AND STRAND ASSOCIATES RELATING TO THE DESIGN OF THE STH 165 LIFT STATION PROJECT; SECONDED BY SERPE; MOTION CARRIED 5-0.

H. Consider the Cooperative Service Agreement between Village of Pleasant Prairie and the United States Department of Agriculture (USDA) Animal and Plant Health Inspection Service (APHIS) Wildlife Services (WS) relating to the removal of beavers and beaver dams within the Village of Pleasant Prairie.

John Steinbrink, Jr.:

Mr. President and members of the Board, Pleasant Prairie is responsible to maintain the creeks and drainageways within Village properties. The Jerome Creek and its tributaries collect flow from much of central Pleasant Prairie west of the subcontinental divide around Cooper Road north all the way to Highway 50 flowing south.

In 2017 Pleasant Prairie entered into a cooperative service agreement with the Pleasant Power Plant and the USDA to trap, relocated and remove beaver dams within the defined limits as shown on the attached map. In 2017 USDA relocated four beavers, two muskrats and pulled out eight beaver dams on Village property. I do recommend a service agreement to be entered with USDA for 2018.

John Steinbrink:

John, will those be relocated or food pantry, which one?

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John Steinbrink, Jr.:

They will be lethally disposed of.

KECKLER MOVED TO APPROVE THE COOPERATIVE SERVICE AGREEMENT BETWEEN VILLAGE OF PLEASANT PRAIRIE AND THE UNITED STATES DEPARTMENT OF AGRICULTURE (USDA) ANIMAL AND PLANT HEALTH INSPECTION SERVICE (APHIS) WILDLIFE SERVICES (WS) RELATING TO THE REMOVAL OF BEAVERS AND BEAVER DAMS WITHIN THE VILLAGE OF PLEASANT PRAIRIE; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 5-0.

I. Consider appointment of Village Clerk.

Tom Shircel:

Thank you. With the announcement of Jane Romanowski retiring at the end of this month, her official last day will be January 31st, I recommend that Jane Snell be the Village Clerk effective February 1, 2018.

KUMORKIEWICZ MOVED TO APPROVE THE APPOINTMENT OF VILLAGE CLERK, JANE C. SNELL, EFFECTIVE FEBRUARY 1, 2018; SECONDED BY KECKLER; MOTION CARRIED 5-0.

John Steinbrink:

Further discussion?

Jane Snell:

I just want to take a moment to thank you all very much.

John Steinbrink:

We can feel the excitement all the way down here.

Jane Snell:

Thank you for the consideration. I will do my best to support you as well as Jane Romanowski has over the years. And I appreciate all the help that Jane Romanowski has given me in this past year. So, I thank her very much, and I wish her well. And I look forward to working with you all.

John Steinbrink:

It would be inappropriate to say she has big shoes to fill.

10. VILLAGE BOARD COMMENTS

John Steinbrink:

One thing is the dark store item is still alive and kicking somewhere, right Rocco? And they're back in session. So hopefully --

[Inaudible]

John Steinbrink:

If you get a chance call your legislators and remind them that this is important to the Village, the residents and the taxpayers of the State. There's a lot of lobbying on the other side that's not exactly all truthful. Not even close to truthful. So the session starts up there so they need prodding. So you can call them, get your neighbors to call them. The kind of thing that they understand is voters concerned about their taxes and protecting the services they receive from their municipality. That's some of the biggest things impacted by this.

Michael Serpe:

John, I've talked to a lot of people in the Village and tell them what possibly could be coming with this dark store thing. And it's amazing we put out into the Village newsletter about the dark store problem, the *Kenosha News* has written a couple of articles on it. And I have not had -- I don't think I had more than two people that really know anything about the dark store. It's a surprise to everybody you talk to. They just don't understand it. And that tells me that if and when this thing happens and the amount of taxation that's going to go on a property on a homeowner's property tax bill, they're going to come back at the Board and blame us for all these increases. And it's going to be hard to sit here and say, no, it's not us, it's the State. And they're going to say, oh yeah, that's easy for you to say because you're sitting here and they're not. So we've got a problem, and education is the biggest problem. And apparently we're not getting to the people because the majority of the people that I mention this to have no idea that this is even taking place.

Steve Kumorkiewicz:

One of the reasons, too, right now is the fact that we have [inaudible] one of them is the right of the landlords, and the other one is a bid to benefit the realtors. They're not interested in benefitting the communities. And right now with the [inaudible] working on they're going to increase the fees of the control that we've got of the properties. They're trying to take away the control of the properties, the rental properties [inaudible] for all the municipalities. So that's what they're doing. They're looking for somebody [inaudible] what they should be doing. What concerns me is they're going to leave with the dark store business at the end of the year, and then they're going to drag it, they're going to miss [inaudible] to support that to go to [inaudible] and then going to pass it. They're going to delete it again. And when those [inaudible] pass they are not retroactive.

Right now with this business the Wisconsin Manufacturers and Commerce those are the ones who support this bill. When they go to court and they win the case usually the municipality has got to

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pay back three years of taxes, yours and mine and everyone in this room. But when they pass the law eventually it's not going to be retroactive. It's going to [inaudible] the following year. That is the way Madison works. We've got to be [inaudible] that money can buy. I'm not afraid to say that because it's true. Thank you.

11. ADJOURNMENT

**SERPE MOVED TO ADJOURN THE MEETING; SECONDED BY KUMORKIEWICZ;
MOTION CARRIED AND MEETING ADJOURNED AT 7:30 P.M.**