

**AGENDA**  
**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**  
**June 3, 2019**  
**6:00 p.m.**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Minutes of Meetings – May 20, 2019
5. Public Hearing
  - A. Consider approval of the 2019 – 2020 Liquor License Renewal Applications
6. Citizen Comments (Please be advised per State Statute Section 19.84(2), information will be received from the public on items not on the agenda; however, no discussion is allowed and no action will be taken under citizen comments.)
7. Administrator's Report
8. New Business
  - A. Consider approval of Resolution #19-19 to initiate the a Zoning Text Amendment to establish specific conditional use requirements related to the distribution of retail or wholesale merchandise manufactured or stored within a building located in the M-5, Production Manufacturing District.
  - B. Consider approval of the First Amendment of the Purchase and Sale of Real Estate Agreement between HSA Acquisitions, Inc. and the Village of Pleasant Prairie for the 68 acres in Bristol.
  - C. Consider approval of Ordinance #19-09 to amend Chapter 165 of the Municipal Code as it relates to traffic officers.
  - D. Consider approval of Resolution #19-18 certifying the creation, review and adoption of the Compliance Maintenance Reports for the Wastewater Facilities.
  - E. Consider approval of Towing License Renewal Applications.
9. Village Board Comments
10. Adjournment

**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**

**May 20, 2019**

**6:00 p.m.**

A regular meeting of the Pleasant Prairie Village Board was held on May 20, 2019. 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 Tom Shircel, Assistant Village Administrator; Jean Werbie-Harris, Community Development Director; 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; Sandro Perez, Inspection Superintendent; Craig Anderson, Recreation Director; and Jane C. Snell, Village Clerk. One citizen attended the meeting.

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. MINUTES OF MEETINGS - MAY 6, 2019**

Michael Serpe:

Move approval.

Dave Klimisch:

Second.

John Steinbrink:

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

Voices:

Aye.

John Steinbrink:

Opposed? So carries.

**SERPE MOVED TO APPROVE THE MINUTES OF THE VILLAGE BOARD  
REGULAR MEETING OF MAY 6, 2019 AS PRESENTED IN THEIR WRITTEN FORM;  
SECONDED BY KLIMISCH; MOTION CARRIED 5-0.**

**5. PUBLIC HEARING**

John Steinbrink:

One correction here, Item A there is no public hearing, so Item A will become Item K and moved to the bottom of the agenda, the foot of the agenda.

**6. CITIZEN COMMENTS**

Jane Snell:

Mr. President, there are no signups this evening.

John Steinbrink:

Is there anyone wishing to speak under citizens' comments? Hearing none we'll close citizens' comments.

**7. ADMINISTRATOR'S REPORT**

**8. NEW BUSINESS**

- A. Receive Plan Commission Recommendation and approve two Certified Survey maps and Memorandum of Understanding for Public Improvements as it relates to Stateline 94 Corporate Park.**

Jean Werbie-Harris:

Mr. President, I would ask that this item related to the Certified Survey Maps and Memorandum of Understanding including TID #7 public improvement plans be tabled at this time and be taken up by the Board at a later date.

Michael Serpe:

So moved.

Kris Keckler:

Second.

John Steinbrink:

We have a motion and a second. That was Item A and what now?

Jean Werbie-Harris:

It's Item A but two items for Item A, the Certified Survey Maps and the MOU.

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John Steinbrink:

So both items under Item A.

Jean Werbie-Harris:

Correct.

John Steinbrink:

Motion and a second. Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? So carries.

**SERPE MOVED TO TABLE NEW BUSINESS ITEM 8A. RECEIVE PLAN COMMISSION RECOMMENDATION AND APPROVE TWO CERTIFIED SURVEY MAPS AND MEMORANDUM OF UNDERSTANDING FOR PUBLIC IMPROVEMENTS AS IT RELATES TO STATELINE 94 CORPORATE PARK AND TO BE TAKE UP AT A LATER DATE; SECONDED BY KECKLER; MOTION CARRIED 5-0.**

**B. Receive Plan Commission Recommendation and approve Ordinance #19-10 a Zoning Text Amendment as it relates to the vacant 136.8 acre property general located at the southwest corner of 120th Avenue and CTH C to amend Haribo Corporate Campus Development PUD.**

Jean Werbie-Harris:

Mr. President and members of the Board, the petitioner at the request of Brian Dunn of Mead & Hunt on behalf of Haribo of America Manufacturing, LLC, is proposing to develop a 136.8 acre property in phases. The property is generally located at the southwest corner of 120th Avenue which is the West Frontage Road and County Trunk Highway C or Wilmot Road with a new corporate campus for Haribo to better serve their U.S. market.

The Corporate Campus facilities may include food processing/manufacturing of candy and confectionery products including Gummy Bears and other Haribo products, warehouse and distribution buildings, central administrative offices, retail store, promotional and related services and uses for their employees and promoting their Haribo products as well as any other ancillary uses such as daycare, fitness center, museum and gate houses.

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Before the Plan Commission at their last meeting they received Preliminary Site and Operational Plan or Phase 1 approval, and this was on May 13, 2019. This was for a 602,000 square foot manufacturing facility with administrative support facilities, 162,500 square foot buffer warehouse building, 6,400 fire pump utility building, 2,900 square foot central utility building, a 21,070 square foot gate house for the buffer warehouse building, and 640 square foot waste water pretreatment building. Construction of this initial phase is anticipated to start in the fall of 2019 with major construction of the buffer warehouse to be completed by the fall of 2020, and the Phase 1 of manufacturing to be completed on or after the fall of 2021.

This evening they are requesting a PUD or a Planned Unit Development Amendment. The amendment would allow for rooftop units to be screened by parapet walls and screen walls as shown below on their exhibits which is Exhibit C of the PUD Ordinance. Haribo is requesting the PUD modifications due to the proposed size configuration of their campus and other physical attributes of their proposed property including but not limited to the parcel topography as well as the visibility from nearby public roadways.

The other thing I'd like to note is that in addition to the screening that they are going to show, the mechanical or the rooftop units are intended to be gray or similar to the same color as the building. Again, this is a real closeup of the building, but the nearby roadways which are the interstate and the frontage road are considerably further in distance away. And this just shows you some of the other details. The red rectangle on the site that's just a red framing around their office facilities. It's just an accent color on the building.

There were previous approvals that were granted by the Village Board, a Comprehensive Plan Amendment, Ordinance 18-15, Master Conceptual Plan as well as Zoning Map and Text Amendments, Ordinance 18-16 and 18-17. And these were to rezone the property wetlands as well as the M-5 area and to place that initial PUD on the property. Again, specifically they are asking for a minor modification to that PUD in order to allow for minimized screening in certain areas and other screening that we are working through the process with to be located on the building. These exhibits when they are finalized will all be attached to the PUD so that there's a clear understanding of what we're looking at. The Plan Commission held a public hearing at their last meeting. The Zoning Text Amendment was approved as presented at the Plan Commission meeting.

Mike Pollocoff:

Mr. President, I'd recommend that the Zoning Text Amendment Ordinance 19-10 be approved as presented with the conditions.

Kris Keckler:

Second.

John Steinbrink:

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

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Voices:

Aye.

John Steinbrink:

Opposed? So carries.

**POLLOCOFF MOVED TO APPROVE ORDINANCE #19-10 A ZONING TEXT AMENDMENT AS IT RELATES TO THE VACANT 136.8 ACRE PROPERTY GENERAL LOCATED AT THE SOUTHWEST CORNER OF 120TH AVENUE AND CTH C TO AMEND HARIBO CORPORATE CAMPUS DEVELOPMENT PUD; SECOND BY KECKLER; MOTION CARRIED 5-0.**

John Steinbrink:

A request has been made to take C, D and E together and then with separate action on each item.

- C. Receive Plan Commission Recommendation and approve Lot Line Adjustment of the vacant property located north of 9115 Old Green Bay Road.**
- D. Receive Plan Commission Recommendation and approve Certified Survey Map, Vacation of Easements, and Development Agreement and related Exhibits including the Site Development Plans for The Vista at Creekside proposed apartment development.**
- E. Receive Plan Commission Recommendation and approve Ordinance #19-11 and #19 12 for a Zoning Map and Text Amendment including Residential Development Plans for The Vista at Creekside proposed apartment development.**

Jean Werbie-Harris:

Mr. President and members of the Board, there are several items on the agenda this evening, and they're all at the request of S.R. Mills on behalf of Creekside Ventures, LLC. This is for a lot line adjustments between their property and the property owned by Eric and Deborah Davidson at 9115 Old Green Bay Road. And then a series of other documents, Certified Survey Maps, vacation of easements, development agreement and related exhibits including the residential site development plans. And then finally the Zoning Map and Text Amendments 19-11 and 19-12 including their residential development plans.

We do have quite few slides. We're going to go through them quickly. This is an item that has been before the Plan Commission several times. It has also been before the Board several times. And now we're following up with the final documents for the development of their project. The Creekside project is going to be divided up into two phases, a Phase 1 and a Phase 2. Phase 1 is to be referred to as The Vista at Creekside, and that's the phase just off of Old Green Bay Road at

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91st Street. And then on the east side of Creekside Circle that will contain seven 20-unit apartment buildings, a clubhouse and three detached garage buildings.

The Phase 2 which we're actually not going to be covering in detail tonight, that will be later this summer, is the Creekside Terrace development which is Phase 2 or the 49 single family lots and one two family lot. We have just received the preliminary plat, and the intention is that as they start to develop the public improvements in Phase 1 hopefully we'll get to the point where the processing of the Preliminary Plat and Final Plat will be completed, and the construction could continue into the Phase 2 area or the single family area.

As discussed previously, there was a great deal of discussion on the previous background information and the neighborhood plan for this particular project. It was at one point intended to be all condos, and now the final approval have identified it to be, and the Comprehensive Plan has been modified so that it will be multifamily as well as single family and one two family. They did at one point in 2015 submit a concept plan for all single plan which has since been withdrawn due to the cost involved in just doing the larger lot single family.

So in 2019 the Option 3a was approved by the Village Board on March 18, 2019. Again, that included the seven 20-unit apartments, 54 single family lots and one two family lot. On the slide that's up on the screen right now some of the other things that were included that we've discussed at length are public sidewalks now will be servicing the multifamily development as well as will loop around and service Creekside Circle and wrap around until it connects to the public park in the southeast corner of Creekside.

So, again, the first phase of this project is The Vista at Creekside. And as you can see there are six apartment buildings adjacent to 91st Street. The Clubhouse is immediately adjacent to Old Green Bay Road and 91st. And the stormwater retention basin is at that intersection. And then directly across the street will be one more seven 20-unit apartment building. All the remainder would be single family lots.

The Vista at Creekside we talked about how to break -- they broke up the different sizing of the units, and they will range in size from 713 square feet to 1,325 square feet. Eight units will have attached garages. There will be detached garages as well as parking available in the parking lots for all the tenants. The key here is that this style of development will be a condominium style, and that all the units will have individual entries from the exterior of the buildings, no common hallways or shared entrances. We've gone through the building elevations. We've made some minor tweaks even as late as last week with respect to some of the building materials, adding some additional brick and cultured stone to a number of the areas. The rest will be that LP SmartSide on the building.

The lot line adjustment which is the first item, as you can see there's a yellow rectangle on the slide. For some reason that was cut out and it was attached to the northern property. And they are going to detach it through a lot line adjustment and convey it to the Davidsons who have that longer flag shaped lot to the south at 9115 Old Green Bay Road.

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The Certified Survey Map that's on the agenda will create three lots, Lot 1 which contains the buildings south of 91st Street, Lot 2 which contains the buildings north of 91st, and then Lot 3 which incorporates that final building on the east side of Creekside Circle. The green cross-hatched area that you can see on the map is actually a wetland that was delineated for the property.

Public infrastructure and site access through Old Green Road to 91st Street there is sanitary sewer within the Creekside development. But they'll be extending municipal water down Old Green Bay Road south and the east on 91st Street into the development area. Primary access for construction will be Old Green Bay Road for not only the apartments but for the single family development as well.

I've mentioned earlier this is the larger view of the sidewalks being proposed. Phase 1 adjacent to the apartment development are those public sidewalks identified in green. And the Phase 2 will also have the sidewalks identified in green. And then the blue with the hatched area which extends to the northwest side of the site that is sewer access because municipal sanitary sewer is located in an easement at that location. And it's also going to serve as the pedestrian gravel trail.

In October of 2003 the Board had adopted a resolution to approve their floodplain boundary adjustment for the Creekside development under the previous developer which was Mastercraft. In January of 2005 the original developer has obtained all the permits from FEMA to begin the floodplain adjustment work. The floodplain boundary adjustment had begun in most of the areas but had not yet been completed for that northern segment of the property. So they do need to complete that. And then once they do and provide the as builts then FEMA's approval will be as built verified as well as final approvals. The Comprehensive Plan Amendments and such will be talking place through the Village. But, again, the work has to be completed before the work is all verified.

There are two small wetlands on the property that are proposed to be filled with Creekside Circle and 91st Street, and they have received approvals to do that. There were some other wetland areas that had developed over the years, but many of those are exempt. And then there are some wetlands on the property that are intended to be preserved and protected at this time, and they're identified as well.

The Zoning Map amendment which is another item on the agenda tonight is that all of the area identified for the multifamily will need to be rezoned into the R-11 Planned Unit Development. And some of the conditions that they are requesting or the flexibility that they're requesting is all outlined in the staff memorandum as well as the ordinance that you have in front of you. But the intent is that they will more than one multifamily building per parcel. They have requested a few minor setback modifications. Again, we have an extra wide 91st Street right of way, it's over 90 feet. So they're asking for slightly reduced setbacks. They asking for some minor modifications with respect to the required parking spaces.

And in consideration the community benefits that they had identified for us is that all of the buildings would be provided with fire sprinklers, that they're going to be providing a minimum of three pet free buildings, and they're limiting the size and the breed of the pets. And they're

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limiting no more than one pet per apartment not to exceed 40 pounds at mature size. They're adding some additional park equipment in the existing park that's at the southeast corner of the development. They are providing enhanced architectural details. And, again, we've just discussed some of those things and have finalized that with them with respect to some additional brick and stone on the buildings.

And then specifically they are also implementing some more extensive landscaping. They're putting in some privacy fences. And they've agreed to do this lot line adjustment with the neighbor to the south. And they have made some other modifications and upgrades on the garages that abut single family to the north, south and to the east in Creekside. In addition, these buildings will be serviced with a digital security imaging system or DSIS with easements granted to the Village, again, monitoring the exterior doors, common areas, parking areas and entrances.

So with that the developer is requesting approval of the lot line adjustment, Certified Survey Map, vacation of easements. I'm not sure if I touched on this, but there are a number of easements that were granted as part of the original condominium developments that are no longer needed. So they are proposed to be vacated at this time. When the Phase 2 area develops they will need to add some new easements as part of that final plat, and then those will be added at that time.

There's also a development agreement that has been draft as well as the exhibits. And then the site development and civil engineering plans for the development. And then finally the Zoning Map and Text Amendment for the R-11 PUD which has been drafted and is before you as well. So those are all the items related to the Creekside project. And the staff recommends approval subject to all the comments and conditions as outlined in the staff memorandums as well as in the development agreement. And the Plan Commission also had a favorable recommendation on all these items.

Michael Serpe:

Jean, have you or and the developer discussed the sidewalk going into the original Creekside with reference to the trees that may or may not be removed. And if they are removed whose responsibility is it to replace them?

Matt Fineour:

I'll just answer that a little bit as best I can. Right now we don't know what trees will go or stay. They have yet to survey that area and kind of lay out a sidewalk path. So I think once they get to that point we'll know the impact of those trees. And then that discussion and what's going to have to happen as far as what trees remain, what trees have to go and what trees may need to be replaced somewhere will have to be discussed.

Michael Serpe:

And do I understand there's no construction equipment going through Creekside original, is that correct?

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Jean Werbie-Harris:

That's my understanding.

Mike Pollocoff:

Mr. President, I move approval of the lot line adjustment.

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.

**POLLOCOFF MOVED TO APPROVE LOT LINE ADJUSTMENT OF THE VACANT PROPERTY LOCATED NORTH OF 9115 OLD GREEN BAY ROAD; SECONDED BY SERPE; MOTION CARRIED 5-0.**

Michael Serpe:

Mr. Chairman, I'd move approval of the Certified Survey Map.

Mike Pollocoff:

Second.

John Steinbrink:

We have a motion and a second. Does that include the easements and everything else?

Mike Pollocoff:

Yes. Development agreement and exhibits and site development plans.

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John Steinbrink:

Okay. Motion and a second. Any further discussion on Item D? Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? So carries.

**SERPE MOVED TO APPROVE THE CERTIFIED SURVEY MAP, VACATION OF EASEMENTS, AND DEVELOPMENT AGREEMENT AND RELATED EXHIBITS INCLUDING THE SITE DEVELOPMENT PLANS FOR THE VISTA AT CREEKSIDE PROPOSED APARTMENT DEVELOPMENT; SECONDED BY POLLOCOFF; MOTION CARRIED 5-0.**

Item E?

Kris Keckler:

Move approval of Zoning Map and Text Amendments including the updated plans.

Michael Serpe:

Second.

John Steinbrink:

We have a motion and a second for adoption of Ordinances 19-11 and 19-12. Further discussion? Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? So carries.

**KECKLER MOVED TO APPROVE ORDINANCE #19-11 AND #19-12 FOR A ZONING MAP AND TEXT AMENDMENT INCLUDING RESIDENTIAL DEVELOPMENT PLANS FOR THE VISTA AT CREEKSIDE PROPOSED APARTMENT DEVELOPMENT; SECONDED BY SERPE; MOTION CARRIED 5-0.**

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John Steinbrink:

That moves us on to Item F.

**F. Receive Plan Commission Recommendation and approve an Affidavit of Correction to Certified Survey Map 2877 as it relates to Breeze Terrace Development.**

Jean Werbie-Harris:

Mr. President and members of the Board, this is a request of Riz from JSD Professional Services, Inc., and this is for an Affidavit of Correction for Certified Survey Map 2877. There are two corrections that are required for this CSM. First is to correct a tie distance for the dedicated wetland preservation, protection and access easement located in the southwest portion of Lot 1.

And then the second correction is to modify a location of the eastern portion of the dedicated private water mains and private sanitary sewer mains access and maintenance easement. This revision to the easement is based on a revised location of the proposed sanitary sewer line for the easternmost building or Building I which required two sanitary services. Therefore, the sanitary main needed to be extended south and also shift slightly to the east to avoid running under a proposed dumpster enclosure. The revised utility location will now be within the corrected easement. The Plan Commission and the staff recommended approval of this affidavit of correction to CSM 2877 subject to the petitioner recording the correction document and providing the recorded information within 30 days to the Village.

Dave Klimisch:

Move approval of the affidavit of correction to the Certified Survey Map.

Michael Serpe:

Second.

John Steinbrink:

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

Voices:

Aye.

John Steinbrink:

Opposed? Motion carries.

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**KLIMISCH MOVED TO APPROVE THE AFFIDAVIT OF CORRECTION TO CERTIFIED SURVEY MAP 2877 AS IT RELATES TO BREEZE TERRACE DEVELOPMENT; SECONDED BY SERPE; MOTION CARRIED 5-0.**

- G. Consider and approve the 89th Street Intergovernmental Agreement between the Village of Pleasant Prairie and City of Kenosha.**

Matt Fineour:

Mr. President and members of the Board, this is an Intergovernmental Agreement between the Village and the City regarding the City's repaving of 89th Street between 39th Avenue and 30th Avenue. The street is a boundary street where in the Village of Pleasant Prairie contains some portion of the roadway within our jurisdictional boundary. Per the 1997 cooperative agreement with the City and the Village, whenever there's improvements made to a boundary street the parties shall pay for their pro rata share of the cost of such improvements. In this case the repaving total cost is \$893,000, and our portion is about 17 percent of that, about \$121,500 for our portion. And on the map there you can kind of see the area in blue is the City's street portion. The area kind of in yellowish tone there is the Village's portion, and it's about 17 percent.

What the City is doing is there's an asphalt section in there, a concrete section in there. The asphalt section they're kind of variable milling off pavement and reinstalling about four inches of asphalt. The concrete sections they're milling the concrete and installing four inches of asphalt on that as well. We'd recommend approval of this Intergovernmental Agreement. And as just a side note the Village is also repaving 7th Avenue. So in the end 7th Avenue is I think a two inch overlay which would be about \$70,000 and there will be a tradeoff. So in the end we'll take this \$121,500, subtract the \$70,000 that they owe us from 7th Avenue and do a final accounting that way. If there's any questions I'd be happy to answer them, but we'd recommend approval of this Intergovernmental Agreement.

Mike Pollocoff:

Could you give me what that cross-section was again that they're proposing?

Matt Fineour:

There's two cross-sections within the segment. One's an asphalt section. On that asphalt section they are basically from the crown of the road milling an inch, to the curb they're milling four inches, and then they're putting four inches of new asphalt on top of all that. That's the same as what they're doing also with the concrete section. They're also milling an inch from the crown to four inches on the curb and then installing four inches on top of the whole thing.

Dave Klimisch:

Move approval of the Intergovernmental Agreement.

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Kris Keckler:

Second.

John Steinbrink:

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

Voices:

Aye.

John Steinbrink:

Opposed? So carries.

**KLIMISCH MOVED TO APPROVE THE 89TH STREET INTERGOVERNMENTAL AGREEMENT BETWEEN THE VILLAGE OF PLEASANT PRAIRIE AND CITY OF KENOSHA; SECONDED BY KECKLER; MOTION CARRIED 5-0.**

**H. Consider and approve The Cottages at Village Green Phase 2, Letter of Credit Reduction Request No. 3.**

John Steinbrink, Jr.:

Mr. President and members of the Board, this evening I bring before you a letter of credit reduction for public improvements for The Cottages at Village Green generally located north of 104th and west of 39th Avenue just to the eastern boundaries of the Village Green Subdivision. As you recall last year they completed Phase 1 of The Cottages which that development turned out very nice. Now they're working on Phase 2. The utilities are basically in, and that's what a lot of the LOC reduction is for. All that's really left in here or majority of it is the roadway and street trees and some of the peripherals with that.

So the LOC reduction that they're looking for tonight was \$437,683.24. We do hold the retainage of \$15,429.30 which will give them a net payout or reduction of their letter of credit of \$422,253.94. Everything has been inspected, videoed. We just hold the retention for the one year warranty period in case we need to do any additional work. We have some funds available for that. So I do recommend a letter of credit reduction number 1516 in the amount of \$422,253.94 for The Cottages of Phase 2 Village Green LLC.

Kris Keckler:

So moved.

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Dave Klimisch:

Second.

John Steinbrink:

We have a motion and a second. Further discussion on Item H? Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? So carries.

**KECKLER MOVED TO APPROVE THE COTTAGES AT VILLAGE GREEN PHASE 2, LETTER OF CREDIT REDUCTION REQUEST NO. 3; SECONDED BY KLIMISCH; MOTION CARRIED 5-0.**

**I. Consider and approve agent change for Kwik Trip #172.**

Jane Snell:

Village President and Trustees, Kwik Trip has submitted a request to change the agent who holds a Class "A" Fermented Malt Beverage License as well as a "Class A" Intoxicating Liquor License - Cider Only. This is for the Kwik Trip on 8900 76th Street. The previous agent is no longer an employee of that establishment. They are requesting Michelle L. Kolkoski be appointed as successor agent. The requirements have been satisfied in submitting this request, and Chief Smetana has completed and approve the police check with respect to Ms. Kolkoski. I recommend approval of Michelle L. Kolkoski as successor agent for the Kwik Trip 172.

Dave Klimisch:

So moved.

Michael Serpe:

Second.

John Steinbrink:

Motion and a second. Any discussion on the agent change? Those in favor?

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Voices:

Aye.

John Steinbrink:

Opposed? Motion carries.

**KLIMISCH MOVED TO APPROVE AGENT CHANGE FOR KWIK TRIP #172;  
SECONDED BY SERPE; MOTION CARRIED 5-0.**

**J. Consider and approve transfer to Mobile Home Licenses due to new ownership.**

Jane Snell:

Village President and Trustees, on March 24th the Clerk's office receive an application to transfer the mobile home park license for City View Mobile Home Park located at 4303 75th Street. The request obviously indicates the sale of the park from Continental Communities to RHP Properties doing business as MHC WI LLC which apparently occurred in February of 2019. The manager agent Sarah Burris remains the same. In addition to the application that the Clerk's office received a \$10 transfer fee and a \$5,000 surety bond pursuant to Chapter 221 of the Municipal Code. There are no delinquent accounts including property taxes. The Clerk is requesting that the Board approve the transfer of the mobile home license from Continental Communities to RHP Properties doing business as City View MHC Wisconsin LLC for the remaining term of the license which goes through December 31, 2019.

Mike Pollocoff:

Jane, did you happen to, not that you're required to, but did you happen to check on who RHP properties is?

Jane Snell:

I did not. I did go out to the Kenosha County land site, and I did look to verify that they were obviously the owners but, no, I did not. I know Rocco did send me an email with respect to the transaction, but I did not do any research with respect to that property.

Mike Pollocoff:

There's been a spurt of hedge funds acquiring mobile home parks and sites. We already have one in the Village, Westwood, that's been acquired by a hedge fund. It creates a little bit different animal [inaudible] our annual management of issues [inaudible]. There's a degree of separation between the park manager and the people that own it.

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Jane Snell:

I can certainly go back and do some more.

Mike Pollocoff:

I would still recommend we approve this, but just for when complaints come up and things like that find out who these characters are.

Jane Snell:

Absolutely.

Mike Pollocoff:

If this is a business that they're typically familiar with.

Michael Serpe:

Is that a motion?

Mike Pollocoff:

Yes.

Michael Serpe:

Second.

John Steinbrink:

Motion and a second. Further discussion? When do all the mobile home licenses come due?

Jane Snell:

They come due December 31, 2019. So I'll do another whole check and background check on all of them. And I certainly can do a little more in depth check on this one.

John Steinbrink:

That \$5,000 surety bond does that go back to the old owners and the new owners have to provide it?

Jane Snell:

The new owners have to provide it and they did.

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John Steinbrink:

Further discussion? Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? Motion carries.

**POLLOCOFF MOVED TO APPROVE TRANSFER TO MOBILE HOME LICENSES DUE TO NEW OWNERSHIP; SECONDED BY SERPE; MOTION CARRIED 5-0.**

**K. Resolution #19-16 Preliminary Resolution Declaring Intent to Exercise Special Assessment Police Powers in Connection with the Construction of the Old Green Bay Water Main Extension in the Village of Pleasant Prairie.**

Matt Fineour:

Mr. President and members of the Board, this resolution is the first step to declare assessment powers for installing a water main along Old Green Bay Road. This is part of The Vista at Creekside development. And although it's an assessment it's going to be a right of recovery assessment for the developer. As part of The Vista at Creekside they're going to be extending a water main down Old Green Bay Road to 91st Street, and then they will be going inside their development from there.

The water main will be passing two existing homes along Old Green Bay Road, and those will be the two homes that are affected by the assessment. The right of recovery will give the developer a right to recover costs from those property owners within ten years. There will be a public hearing at a future date. This resolution just declares the intent, and then the next steps will be the finalized plans, come up with an engineer's report and a public hearing for the assessment.

Mike Pollocoff:

Mr. President, I move we adopt Resolution 19-16, the resolution of intent to levy assessments.

Kris Keckler:

Second.

John Steinbrink:

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

Village Board Minutes  
May 20, 2019

Voices:

Aye.

John Steinbrink:

Opposed? Motion carries.

**POLLOCOFF MOVED TO APPROVE PRELIMINARY RESOLUTION #19-16 DECLARING INTENT TO EXERCISE SPECIAL ASSESSMENT POLICE POWERS IN CONNECTION WITH THE CONSTRUCTION OF THE OLD GREEN BAY WATER MAIN EXTENSION IN THE VILLAGE OF PLEASANT PRAIRIE; SECONDED BY KECKLER; MOTION CARRIED 5-0.**

**9. VILLAGE BOARD COMMENTS - None**

**10. ADJOURNMENT**

Kris Keckler:

Move to adjourn.

Mike Pollocoff:

Second.

John Steinbrink:

Motion and a second for adjournment. Those in favor?

Voices:

Aye.

John Steinbrink:

Opposed? Motion carries.

**KECKLER MOVED TO ADJOURN THE MEETING; SECONDED BY POLLOCOFF; MOTION CARRIED 5-0 AND MEETING ADJOURNED AT 6:40 P.M.**

## MEMORANDUM

**To:** Village Board President and Trustees  
**From:** Jane C. Snell  
**Date:** May 31, 2019  
**Re:** Annual Retail Liquor License Renewals



Office of the Village Clerk

Attached are two spreadsheets for your review. Retail Liquor License 2019-2020 which list the liquor license applications to be considered for licensing year July 1, 2019 through June 30, 2020 and Retail Liquor License 2019-2020 Outstanding Inspections and/or Charges.

Inspections conducted by both the Community Development and Building Inspection Departments indicated all establishments have passed. Community Development reports that there are eight establishments (BP, Target, Chipotle Mexican Grill, Chili's Grill & Bar, Fairfield Inn & Suites, Iguana Wana, Milwaukee Burger, MOD Pizza) have passed inspections on the conditions to correct violations as stated in their report, see attached.

The Fire Department reports that the majority of the establishments have passed their sprinkler and alarm system inspections. Fire indicates four establishments (Kiwk Trip #975, Costco, Target, Cheddar's) have not passed and/or require inspection or have outstanding fees, see attached.

Finance Department reports that all establishments except two (BP, Wooden Nickel) have paid their personal and/or real estate taxes, see attached. Also reported were outstanding invoices for BP (Weight and Measures License) and Costco (Snow removal and False alarms). There were no outstanding municipal forfeitures.

Chief Smetana conducted and approved background checks on the agents and/or individuals of the corporations/trade names.

I recommend approval of the 2019 – 2020 licenses as shown on the attached spreadsheet contingent upon the following items being completed by June 30, 2019:

- Payment of:
  - License and publication fees
  - Delinquent real estate or personal property taxes
  - Delinquent invoices
  - Delinquent utilities
  - Outstanding forfeitures
  - Unpaid Fire Department inspection and/or re-inspection fees
- Completion of Fire Sprinkler or Alarm tests
- Compliance of Code Violations

**RETAIL LIQUOR LICENSE 2019 - 2020**

LICENSE TYPE	TRADE NAME	PROPERTY ADDRESS	INDIVIDUAL/AGENT	CORPORATION	PREMISE DESCRIPTION
CLASS *A* BEER	BP AM/PM	10477 120th Avenue	DIXIT PATEL	R & D IV, INC.	One (1) story building only located at 10477 120th Avenue, Pleasant Prairie, Wisconsin
CLASS *A* BEER	STATELINE QUIK SHOP	12720 Sheridan Road	DAWN L. BUTTERWORTH	GRAHAM ENTERPRISES, INC.	Stateline Quick Shop located at 12720 Sheridan Road, Pleasant Prairie, Wisconsin including a gas station and convenience store with coolers
CLASS *A* BEER	WALGREENS #07965	7520 118th Avenue	STEVE PFEILSTIFTER	WALGREEN CO	Walgreen's #07965 located at 7520 118th Avenue, Pleasant Prairie, Wisconsin including a drug store with sundries in a One (1) story building of 14,820 sq. ft.
CLASS *A* BEER AND *CLASS A* CIDER	KWIK TRIP 172	8900 76th Street	MICHELLE L. KOLKOSKI	KWIK TRIP, INC.	Kwik Trip #172 located at 8900 76th Street, Pleasant Prairie, Wisconsin including one (1) story frame construction with storage in walk in cooler on sales floor
CLASS *A* BEER AND *CLASS A* CIDER	KWIK TRIP 230	10451 72nd Avenue	KELLY M. ACKER	KWIK TRIP, INC.	Kwik Trip #230 located at 10451 72nd Avenue, Pleasant Prairie, Wisconsin including one (1) story frame construction with storage in walk in cooler on sales floor
CLASS *A* BEER AND *CLASS A* CIDER	KWIK TRIP 975	8800 75th Street	NATHAN J. KOLLASZAR	KWIK TRIP, INC.	Kwik Trip Store #975 located at 8800 75th Street, Kenosha, Wisconsin including one (1) story stucco and glass building consisting of a sales floor, walk in cooler and sales counter
CLASS *A* BEER AND *CLASS A* CIDER	PANTRY 41 MOBIL	7511 118th Avenue	SURENDRA P. SINGH	ROADSIDE PETROLEUM, INC.	Pantry 41 Mobil located at 7511 118th Avenue, Pleasant Prairie, Wisconsin including one (1) building consisting of gas station and convenience store
CLASS *A* BEER AND *CLASS A* LIQUOR	COSTCO WHOLESALE #1198	7707 94th Avenue	SANDRA J. ZIPP	COSTCO WHOLESALE CORPORATION	Costco Wholesale #11989 located at 7707 94th Avenue, Pleasant Prairie, Wisconsin including a one (1) story 153,955 square foot building
CLASS *A* BEER AND *CLASS A* LIQUOR	DREAM LIQUOR & CIGAR	4417 75th Street	HARJEET SINGH	H & N ENTERPRISES LLC	Dream Liquor & Cigar located at 4417 75th Street, Kenosha, Wisconsin including indoor first floor
CLASS *A* BEER AND *CLASS A* LIQUOR	TARGET STORE T2251	9777 76th Street	ROBERTO CORONA	TARGET CORPORATION	Target Store T2251 located at 9777 76th Street, Pleasant Prairie, Wisconsin including indoor first floor
CLASS *B* BEER	CHIPOTLE MEXICAN GRILL #2820	9370 76th Street, Suite B	BRIAN J. BUSHAW	CHIPOTLE MEXICAN GRILL OF COLORADO, LLC	Chipotle Mexican Grill #2820 located at 9370 76th Street, Suite B, Pleasant Prairie, Wisconsin including refrigerator behind the POS counter and storage in back, excluding the patio
CLASS *B* BEER AND *CLASS B* LIQUOR	BIG OAKS GOLF COURSE	6117 123rd Place	JOSE N. REYES	TIMBER RIDGE VENTURE, LLC	Big Oaks Golf Course located at 6117 123rd Place, Pleasant Prairie, Wisconsin including one (1) story clubhouse and golf course
CLASS *B* BEER AND *CLASS B* LIQUOR	CHANCERY PUB & RESTAURANT	11900 108th Street	GEORGE N. FLEES	RESTAURANT OF PLEASANT PRAIRIE, INC.	Chancery Pub & Restaurant located at 11900 108th Street, Pleasant Prairie, Wisconsin including 7,300 square feet restaurant, hotel rooms and banquet facilities
CLASS *B* BEER AND *CLASS B* LIQUOR	CHEDDAR'S SCRATCH KITCHEN #2087	10366 77th Street	BRIAN SCHWANZ	CHEDDAR'S CASUAL CAFÉ, INC.	Cheddar's Casual Café located at 10366 77th Street, Pleasant Prairie, Wisconsin including 8,066 square feet building with kitchen, dining and storage area
CLASS *B* BEER AND *CLASS B* LIQUOR	CHILI'S GRILL & BAR	6903 75th Street	PAUL S. THOMPSON	ERJ DINING III, LLC	Chili's Grill & Bar located at 6903 75th Street, Kenosha, Wisconsin including bar, dining and locked storage off of kitchen area

**RETAIL LIQUOR LICENSE 2019 - 2020**

LICENSE TYPE	TRADE NAME	PROPERTY ADDRESS	INDIVIDUAL/AGENT	CORPORATION	PREMISE DESCRIPTION
CLASS "B" BEER AND "CLASS B" LIQUOR	FAIRFIELD INN & SUITES	10601 120th Avenue	NADIA RODRIQUEZ	HOTEL PARTNERS II LLC	Fairfield Inn & Suites located at 10601 120th Avenue, Pleasant Prairie, Wisconsin consisting of first floor storage room, cooler, lounge area, outdoor patio and guest rooms
CLASS "B" BEER AND "CLASS B" LIQUOR	GORDY'S PRAIRIE PUB	3812 Springbrook Road	LINDA A. DEBARTOLO	PRAIRIE PUB, LLC	Gordy's Prairie Pub located at 3812 Springbrook Road, Pleasant Prairie, Wisconsin including first floor, basement, front porch and beer garden area south/east contiguous to building
CLASS "B" BEER AND "CLASS B" LIQUOR	HALTER WILDLIFE, INC.	9626 113th Street	ALAN F. BENSON	HALTER WILDLIFE, INC.	Halter Wildlife located at 9626 113th Street, Pleasant Prairie, Wisconsin including two story lodge and storage shed
CLASS "B" BEER AND "CLASS B" LIQUOR	HONADA SUSHI & HIBACHI	8501 75th Street, Suite G	XIAO BIN CHEN	HONADA WISCONSIN CORPORATION	Honada Sushi & Hibachi located at 8501 75th Street, Suite G, Kenosha, Wisconsin including restaurant
CLASS "B" BEER AND "CLASS B" LIQUOR	IGUANA WANA MEXICAN RESTAURANT	9080 76th Street	ALICIA A. PATTERSON	IGUANA WANA, INC.	Iguana Wana Mexican Restaurant located at 9080 76th Street, Pleasant Prairie, Wisconsin including outside patio.
CLASS "B" BEER AND "CLASS B" LIQUOR	JOHNNY'Z POUR HOUSE	10936 Sheridan Road	JOHN P. ZIEMBA	ZIEMBA ENTERPRISES, LLC	Johnny'Z Pour House located at 10936 Sheridan Road, Pleasant Prairie, Wisconsin including building, basement and outdoor patio/picnic area with fencing contiguous to building
CLASS "B" BEER AND "CLASS B" LIQUOR	MILWAUKEE BURGER COMPANY	9901 77th Street, Suite 810	BRAD HERRON	RETAIL ENTERPRISES, INC.	Milwaukee Burger Company located at 9901 77th Street, Suite 810, Pleasant Prairie, Wisconsin including dining room, bar, liquor closet, cooler and office
CLASS "B" BEER AND "CLASS B" LIQUOR	PINOT'S PALETTE	9020 76th Street, Suite E2	MICHAEL T. SCHOENKE	AB-SALUTE CREATIVE, LLC	Pinot's Palette located at 9020 76th Street, Suite E2, Pleasant Prairie, Wisconsin including two studio rooms with adjoining bar, office and two closets
CLASS "B" BEER AND "CLASS B" LIQUOR	RUFFOLO'S PIZZA	11820 Sheridan Road	RICHARD M. STILES	RUFFOLO'S PIZZA, LLC	Ruffolo's Pizza located at 11820 Sheridan Road, Pleasant Prairie, Wisconsin including a one (1) story building, basement and 20 x 24 fenced in patio area contiguous to building
CLASS "B" BEER AND "CLASS B" LIQUOR	STARLITE CLUB	8936 24th Avenue	ANGELA J. DANIELS	JAAD, INC.	Starlite Club located at 8936 24th Avenue, Pleasant Prairie, Wisconsin including main building with basement
CLASS "B" BEER AND "CLASS B" LIQUOR	THE OLIVE GARDEN ITALIAN RESTAURANT #1845	10110 77th Street	JEFFERY A. ZIMMERMAN	GMRI, INC.	The Olive Garden Italian Restaurant #1845 located at 10110 77th Street, Pleasant Prairie, Wisconsin including one (1) story 7,444 square feet building, dining seats 206 and bar seats 40
CLASS "B" BEER AND "CLASS B" LIQUOR	VILLAGE INN SUPPER CLUB	10909 Sheridan Road	SUSAN E. NEAHOUS	PAS VILLAGE INN, LLC	Village Inn Supper Club located at 10909 Sheridan Road, Pleasant Prairie, Wisconsin including entire free standing building
CLASS "B" BEER AND "CLASS B" LIQUOR	WOODEN NICKEL	11606 Sheridan Road	JOSEPH D. NICKEL		Wooden Nickel located at 11606 Sheridan Road, Pleasant Prairie, Wisconsin including a one (1) story framed building and picnic area contiguous to building
CLASS "B" BEER AND CLASS "C" WINE	MOD PIZZA	9250 76th Street, Suite A	BENJAMIN HENNEBERRY	MOD SUPER FAST PIZZA WISCONSIN, LLC	MOD Super Fast Pizza located at 9250 76th Street, Suite A, including a one (1) story building, restaurant and adjacent outside fenced-in patio area and locked storeroom

**RETAIL LIQUOR LICENSES 2019 - 2020 OUTSTANDING INSPECTIONS AND/OR CHARGES**

TRADE NAME	COMMUNITY DEVELOPMENT		FINANCE						FIRE			BUILDING INSPECTION		MUNICIPAL
	Status	Fees	Personal Property Tax	Year due	Real Estate Tax	Year due	Utilities	Invoices	Fire Inspection/Sprinkler	Fire Inspection/Alarm	Fire Fee	Building Inspection	Building Inspection Fee	Court Forfeitures
BP AM/PM	passed The canopy/overhang above the gas pumps need to be cleaned and/or repainted	\$0.00	\$508.47	2018	\$0.00		\$0.00	\$447.20	passed	passed	\$0.00	Passed/No Violations	none	none
KWIK TRIP 975	passed	\$0.00	\$0.00		\$0.00		\$0.00		passed	passed	\$75.00	Passed/No Violations	none	none
COSTCO WHOLESALE #1198	passed	\$0.00	\$0.00		\$0.00		\$0.00	\$618.78	test due	test due	\$0.00	Passed/No Violations	none	none
TARGET STORE T2251	passed Landscaping in general, dead plants, mulch, etc. Broken bollard in front of store	\$0.00	\$0.00		\$0.00		\$0.00		repairs needed	repairs needed	\$0.00	Passed/No Violations	none	none
CHIPOTLE MEXICAN GRILL #2820	passed Site parking lot striping should clearly identify all parking spaces	\$0.00	\$0.00		\$0.00		\$0.00		passed	passed	\$0.00	Passed/No Violations	none	none
CHEDDAR'S SCRATCH KITCHEN #2087	passed	\$0.00	\$0.00		\$0.00		\$0.00		repairs needed	repairs needed	\$0.00	Passed/No Violations	none	none
CHILI'S GRILL & BAR	passed Damaged curb on West side of parking lot should be repaired/trip hazard	\$0.00	\$0.00		\$0.00		\$0.00		passed	passed	\$0.00	Passed/No Violations	none	none
FAIRFIELD INN & SUITES	passed Dead landscaping needs to be re-planted, mulch underneath monument sign needs to be added, DSIS problem, and other outstanding occupancy permit issues	\$0.00	\$0.00		\$0.00		\$0.00		passed	passed	\$0.00	Passed/No Violations	none	none
IGUANA WANA MEXICAN RESTAURANT	passed Damaged to curb near dumpsters should be repaired/trip hazard	\$0.00	\$0.00		\$0.00		\$0.00		passed	passed	\$0.00	Passed/No Violations	none	none
MILWAUKEE BURGER COMPANY	passed Entry-way overhang canopy needs to be cleaned. Dumpster enclosure needs to be power-washed and cleaned. Cement was sticky	\$0.00	\$0.00		\$0.00		\$0.00		passed	passed	\$0.00	Passed/No Violations	none	none
PINOT'S PALETTE	passed	\$0.00	\$0.00		\$0.00		\$0.00		passed	passed	\$0.00	Passed/No Violations	none	none
WOODEN NICKEL	passed	\$0.00	\$0.00		\$2,460.56	2018	\$0.00		passed	passed	\$0.00	Passed/No Violations	none	none
MOD PIZZA	passed Illegal commercial advertising sign consistently displayed. Temporary mailboxes should be replaced with official mailboxes. Official mailboxes were destroyed during winter snow plowing	\$0.00	\$0.00		\$0.00		\$0.00		passed	passed	\$0.00	Passed/No Violations	none	none

## Jane Snell

---

**From:** Don Koehne  
**Sent:** Friday, May 03, 2019 4:08 PM  
**To:** Jane Snell; Sandro Perez  
**Subject:** Liquor License

I have inspected all the businesses on our list for 2019 Liquor Licenses and all are now compliant.

### ***Don Koehne***

Senior Building Inspector  
Village of Pleasant Prairie  
9915 39<sup>th</sup> Avenue  
Pleasant Prairie, WI 53158  
Direct 262-925-6724  
Inspection 262-694-9304  
[dkoehne@pleasantprairiewi.gov](mailto:dkoehne@pleasantprairiewi.gov)



May 28, 2019

### 2019 Community Development Liquor License Inspection Report

The following liquor license locations have **passed** zoning inspections:

- Kwik Trip 975 – 8800 75<sup>th</sup> St
- Gordy's Prairie Pub – 3812 Springbrook Rd
- Halter Wildlife, Inc. – 9626 113<sup>th</sup> St
- Honada Sushi & Hibachi – 8501 75<sup>th</sup> St Suite G
- Village Inn Supper Club – 10909 Sheridan Rd
- Pinot's Palette 9020 76<sup>th</sup> St Suite E2
- Walgreens – 7520 118<sup>th</sup> Ave
- Kwik Trip 230 – 10451 72<sup>nd</sup> Ave
- Big Oaks Golf Club – 6117 123<sup>rd</sup> Pl
- Pantry 41 Mobil – 7511 118<sup>th</sup> Ave
- The Olive Garden Italian Restaurant #1845 – 10110 77<sup>th</sup> St
- Chancery Pub & Restaurant – 11900 108<sup>th</sup> St
- Kwik Trip 172 – 8900 76<sup>th</sup> St
- Cheddar's Scratch Kitchen #2087 – 10366 77<sup>th</sup> St
- Dream Liquor & Cigar – 4417 75<sup>th</sup> St
- Starlite Club – 8936 24<sup>th</sup> Ave
- Wooden Nickel – 11606 Sheridan Rd
- Ruffolo's Pizza – 11820 Sheridan Rd
- Johnny's Pour House – 10936 Sheridan Rd
- Costco – 7707 94<sup>th</sup> Ave
- Stateline Quick Shop – 12720 Sheridan Rd

The following liquor license locations have passed zoning inspections on the conditions of the below being corrected:

- **BP AM/PM – 10477 120<sup>th</sup> Ave**  
The canopy/overhang above the gas pumps need to be cleaned and or repainted. See attached pictures.
- **Milwaukee Burger Company – 9901 77<sup>th</sup> St Suite 810**  
Entry-way overhang canopy needs to be cleaned. Dumpster enclosure needs to be power-washed and cleaned. Cement was sticky. See attached pictures.
- **Chipotle Mexican Grill #2820 – 9370 76<sup>th</sup> St Suite B**  
Site parking lot striping should clearly identify all parking spaces. See attached pictures.

- **Mod Super Fast Pizza – 9250 76<sup>th</sup> St Suite A**  
Illegal commercial advertising sign consistently displayed. Temporary mailboxes should be replaced with official mailboxes. Official mailboxes were destroyed during winter snow plowing. See attached pictures.
- **Iguana Wana Mexican Restaurant – 9080 76<sup>th</sup> St**  
Damaged curb near dumpsters should be repaired/trip hazard. See attached pictures.
- **Chili's Grill & Bar – 6903 75<sup>th</sup> St**  
Damaged curb on West side of parking lot should be repaired/trip hazard. See attached pictures.
- **Target Store T2251 – 9777 76<sup>th</sup> St**  
Landscaping in general, dead plants, mulch, etc. Broken bollard in front of store. See attached pictures.
- **Fairfield Inn & Suites – 10601 120<sup>th</sup> Ave**  
Dead landscaping needs to be re-planted, mulch underneath monument sign needs to be added, DSIS problem, and other outstanding occupancy permit issues. See attached pictures.



BP AM/PM-10477 120th Ave-2019-05-22





BP AM/PM-10477 120th Ave-2019-05-22





Milwaukee Burger-9901 77th St-2019-05-22





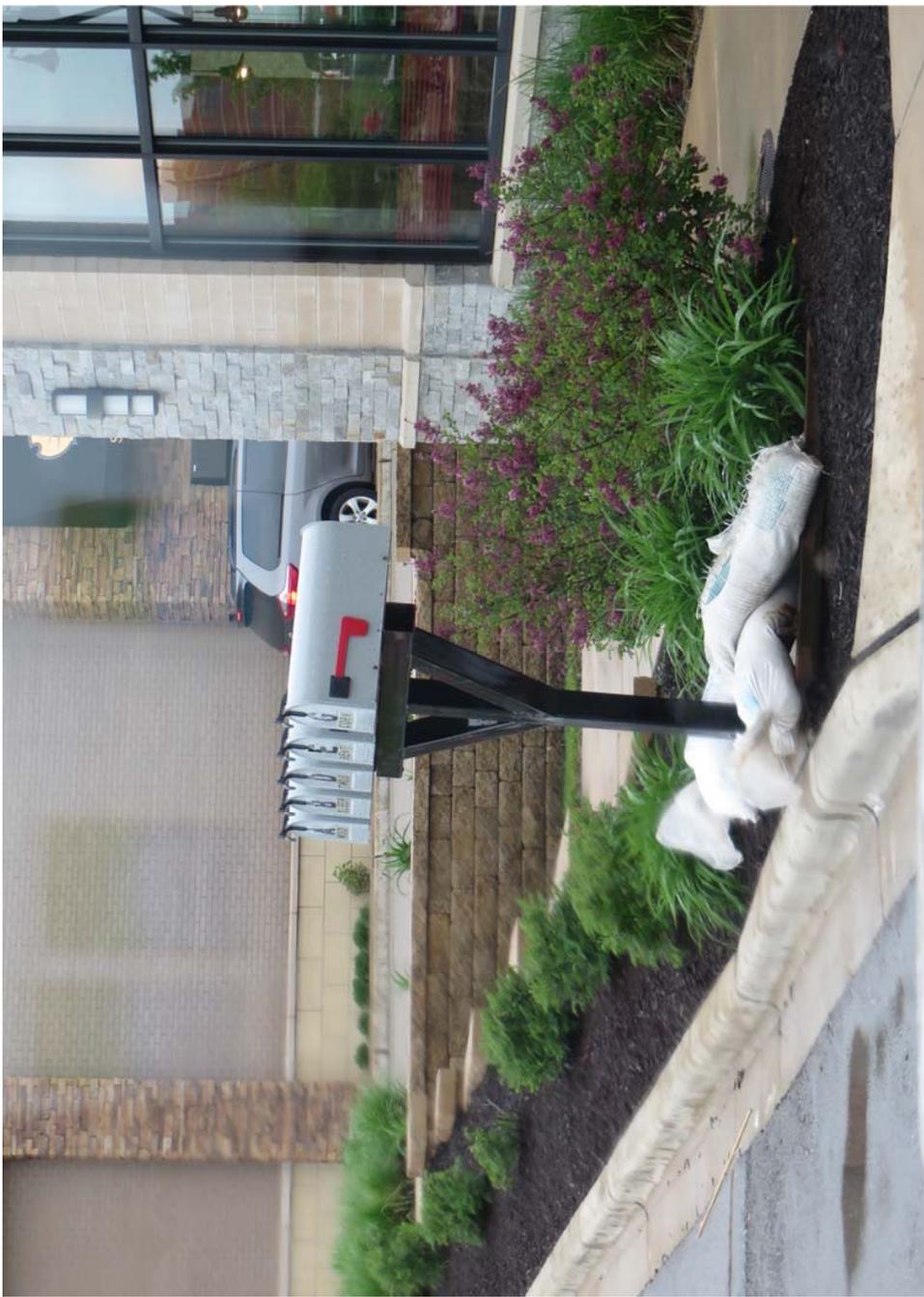
Milwaukee Burger-9901 77th St-2019-05-22





Chipotle-9370 76th St Ste B-2019-05-24





Mod Super Fast Pizza-9250 76th St Ste A-2019-05-24



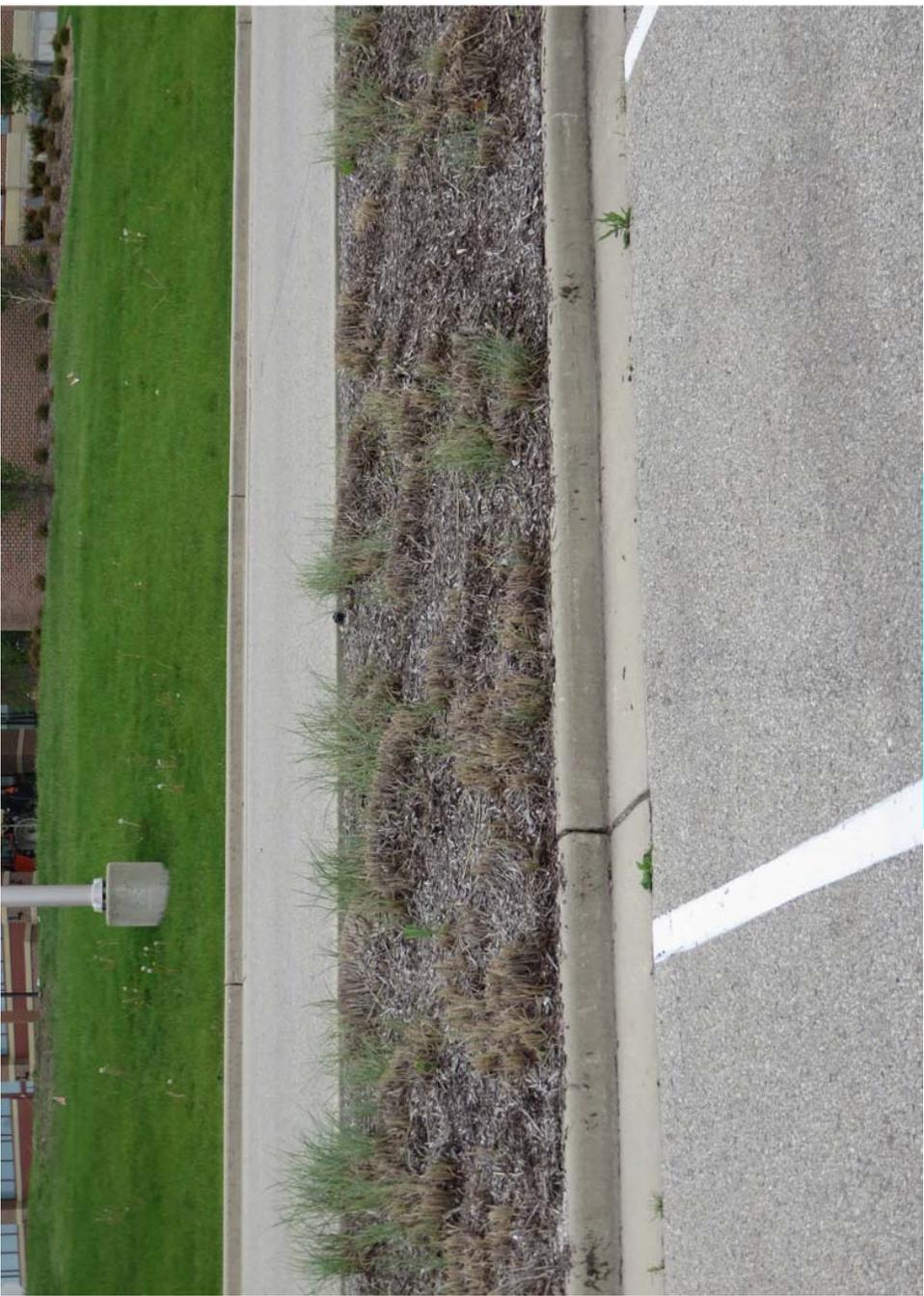


Iguana Wana Mexican Grill-9080 76th St-2019-05-24



Chili's-6903 75th St-2019-05-24





Photos taken 2019-05-28





Photos taken 2019-05-28





Photos taken 2019-05-28



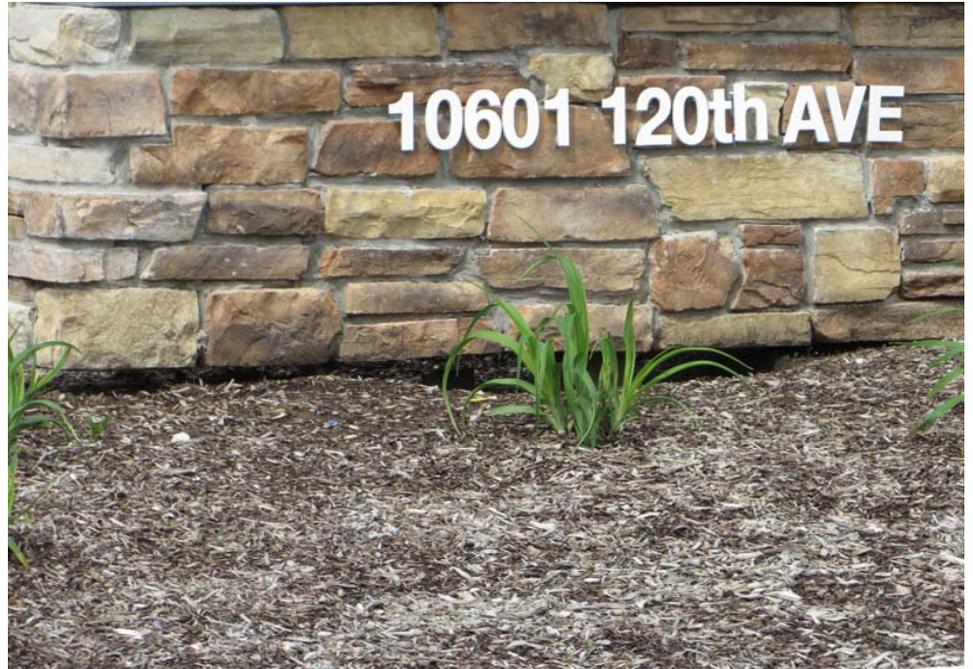


Photos taken 2019-05-28





Photos taken 2019-05-28





Photos taken 2019-05-28



FIRE DEPARTMENT REPORT

LICENSE No.	Trade Name	Inspected	REINSP	PASSED	Reinspection Fee	NFPA 25 (Due)	NFPA 72 (Due)	NOTES:	OK to Issue	
18-37	BIG OAKS GOLF CLUB	3/15/2019							YES	Emailed JS
18-24	BP AM/PM	2/1/2019							YES	Emailed JS
18-38	CHANCERY PUB & RESTAURANT	2/7/2019				6/5/2019	5/2/2019		YES	Emailed JS
18-39	CHEDDAR'S SCRATCH KITCHEN #2087	1/31/2019				4/19/2019	5/30/2019	NFPA 25 deficiencies need repair		
18-40	CHILI'S GRILL & BAR	3/15/2019				4/2/2019	4/18/2019		YES	Emailed JS
18-35	CHIPOTLE MEXICAN GRILL #2820	2/4/2019				12/17/2019	1/28/2020		YES	Emailed JS
18-31	COSTCO WHOLESALE #1198	2/4/2019				5/30/2019	5/21/2019	Strobe needs replacing; sprinkler test required		
18-33	DREAM LIQUOR & CIGAR	1/25/2019							YES	Emailed JS
18-90	FAIRFIELD INN & SUITES	2/1/2019				8/30/2019	9/13/2019		YES	Emailed JS
18-42	GORDY'S PRAIRIE PUB	1/29/2019							YES	Emailed JS
18-43	HALTER WILDLIFE, INC.						3/26/2019		YES	Emailed JS
18-44	HONADA SUSHI & HIBACHI	1/25/2019				6/13/2019	5/3/2019		YES	Emailed JS
18-52	IGUANA WANA MEXICAN RESTAURANT	3/8/2019				3/12/2019	1/4/2020		YES	Emailed JS
18-32	JOHNNY'Z POUR HOUSE	3/8/2019							YES	Emailed JS
18-28	KWIK TRIP 172	1/29/2019				11/15/2019	11/5/2019		YES	Emailed JS
18-29	KWIK TRIP 230	1/28/2019				8/28/2019	11/5/2019		YES	Emailed JS
18-25	KWIK TRIP 975	1/29/2019			75 2/3			\$ 75 reinspection bill due		
18-45	MILWAUKEE BURGER COMPANY	3/12/2019				6/20/2019	10/2/2019		YES	Emailed JS
18-36	MOD SUPER FAST PIZZA	1/28/2019				3/28/2020	3/21/2020		YES	Emailed JS
18-30	PANTRY 41 MOBIL	2/19/2019							YES	Emailed JS
18-51	PINOT'S PALETTE					3/26/2019	1/4/2020		YES	Emailed JS
18-47	RUFFOLO'S PIZZA	1/24/2019							YES	Emailed JS
18-48	STARLITE CLUB	1/24/2019							YES	Emailed JS
18-26	STATELINE QUICK SHOP	1/24/2019							YES	Emailed JS
18-34	TARGET STORE T2251	2/22/2019				5/2/2019	5/2/2019	NFPA 25 & 72 deficiencies		
18-46	THE OLIVE GARDEN ITALIAN RESTAURANT #1845	1/31/2019				3/7/2020	5/15/2019		YES	Emailed JS
18-49	VILLAGE INN SUPPER CLUB	3/15/2019				3/22/2019	1/19/2019		YES	Emailed JS
18-27	WALGREEN'S #07965	2/13/2019				2/28/2019	3/8/2020		YES	Emailed JS
18-50	WOODEN NICKEL	1/24/2019							YES	Emailed JS

**Village of Pleasant Prairie  
 Delinquent Real Estate & Personal Property Tax  
 2019 - 20 Liquor Licenses  
 Penalty & Interest Accrued Through 05/31/2019**

Owner's Name	Trade Name	Parcel#	Type - Real or Personal	Tax Due	Interest & Penalty	Total Due
R & D IV Inc.	BP AM/PM	90 012402 000	Personal Property Tax - 2018	479.69	28.78	508.47
Nickel, Joseph	Wooden Nickel	93-4-123-311-0210	Real Estate Tax - 2018	2,321.29	139.28	2,460.56
<b>Total All Delinquent Tax Bills</b>				<b>2,800.98</b>	<b>168.06</b>	<b>2,969.03</b>

**VILLAGE OF PLEASANT PRAIRIE  
BOARD OF TRUSTESS  
RESOLUTION #19-19 TO INITIATE A ZONING TEXT AMENDMENT**

**WHEREAS**, the Village Board may initiate a petition for amendments of the Zoning Ordinance, which may include rezoning of property, change in Zoning District boundaries, or changes in the text of said Ordinance; and

**WHEREAS**, the M-5 Production Manufacturing District is intended to provide for manufacturing, assembly, office, and research and development uses with limited warehouse and distribution uses; and

**WHEREAS**, the retail or wholesale of merchandise manufactured or stored within the building, provided that the retail or wholesale use is not classified as a High-Hazard Group H pursuant to Section 307 of the 2006 IBC is allowed with approval of a Conditional Use Permit if approved by the Plan Commission; and

**WHEREAS**, the Village staff is proposing to establish standards for the Plan Commission to grant such conditional use permit.

**NOW THEREFORE, BE IT RESOLVED**, by the Village Board of Trustees, as follows:

1. That the Village Board of Trustees hereby initiates and petitions to establish specific conditional use requirements related to the distribution of retail or wholesale merchandise manufactured or stored within a building in the M-5 District; and
2. That the proposed changes in the Zoning Text are hereby referred to the Village staff for further study and recommendation; and
3. That the Village Board of Trustees is not, by this Resolution, making any determination regarding the merits of the proposed changes in the Zoning Text, but rather, is only initiating the process by which the proposed changes in the Zoning Ordinance Text can be promptly evaluated.

**Adopted this 3<sup>rd</sup> day of June 2019.**

Attest:

\_\_\_\_\_  
John P. Steinbrink  
Village President

\_\_\_\_\_  
Jane C. Snell  
Village Clerk

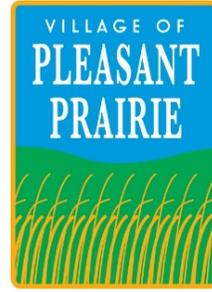
\_\_\_\_\_  
Date Posted:

19-CUP amends-re Distbuton Uses M-5

CODE1905-004

# MEMORANDUM

**To:** Village President and Trustees  
**From:** Nathan R. Thiel  
**Date:** June 3, 2019  
**Re:** PSA Amendment 1 - Bristol 68 Acre



Office of the Village Administrator

In October of 2018, the Village and HSA Acquisitions Inc. executed a Purchase and Sale Agreement (“PSA”) for 68 acres the Village owns in the Village of Bristol. The original agreement review period with available extensions comes to a close June 15<sup>th</sup>.

Included in the packet is the first amendment to the PSA, which will extend the due diligence period until October of this year and closing in December. There are really three remaining items for due diligence:

1. PSC approvals for extension of retail water to the Bristol Utility District 5.
2. An agreement between Bristol, Kenosha County, and developer on intersection improvements to CTY C and U
3. Execution of a Developers Agreement between Bristol and HSA.

The only other substantive change is a solidification of the purchase price. The initial offer was based on gross acreage which included 33 feet of right-of-way and would have totaled to 70+ acres. The original intent was the sale of 68.4 acres, and the price listed in the amendment is reflective of that acreage.

**FIRST AMENDMENT  
TO AGREEMENT FOR PURCHASE AND SALE OF REAL ESTATE**

**THIS FIRST AMENDMENT TO AGREEMENT FOR PURCHASE AND SALE OF REAL ESTATE** (this "Amendment") is made as of \_\_\_\_\_, 2019, by and between **HSA ACQUISITIONS, INC.**, an Illinois corporation ("Purchaser"), and **VILLAGE OF PLEASANT PRAIRIE**, a Wisconsin municipal corporation ("Seller").

**RECITALS:**

A. Seller and Purchaser have entered into a certain Agreement for Purchase and Sale of Real Estate dated as of October 18, 2018 (the "Contract"), whereby Seller has agreed to sell to Purchaser, and Purchaser has agreed to buy from Seller, land in the Village of Bristol, Kenosha County, Wisconsin more specifically described in the Contract. Capitalized terms not otherwise defined herein shall have the meanings given to such terms in the Contract.

B. Seller and Purchaser desire to amend the Contract to: (i) agree on a fixed amount for the Purchase Price; (ii) extend the Review Period; and (iii) make certain other modifications to the Contract as more specifically set forth hereinbelow.

**NOW THEREFORE**, in consideration of the mutual covenants hereinafter set forth and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Seller and Purchaser hereby agree as follows:

**AGREEMENTS:**

1. Section 2.1 of the Contract is hereby deleted in its entirety, and the following is hereby substituted and inserted in its place:

“ **2.1 Purchase Price.** The purchase price for the Land will be Eight Million Nine Hundred Ninety Thousand Seven Hundred Eighty-Four and 00/100 Dollars (\$8,990,784.00) (the "Purchase Price").”

2. Section 3.2 of the Contract is hereby deleted in its entirety, and the following is hereby substituted and inserted in its place:

“ **3.2 Review Period.** During the period of time beginning on the Effective Date and ending at 5:00 P.M. (Chicago time) on October 15, 2019 (the "Review Period"), Purchaser and its agents, employees, contractors and representatives shall have the right to: (i) enter upon the Land to conduct tests, inspections and investigations of the physical condition of the Land (including, without limitation, taking soil borings and samples, but in no event shall Purchaser be permitted to conduct Phase II environmental sampling or any other invasive testing or sampling to determine whether there are hazardous materials located on or beneath the Land without Seller's prior, written consent); (ii) review the Seller's Documentation and other due diligence materials relating to the Land; and (iii) conduct such other due diligence investigations as may be necessary for Purchaser to determine whether any one or more of the following matters or any other matter makes the Land unacceptable to Purchaser in Purchaser's sole and absolute discretion:

- (a) zoning of the Land;

- (b) results of environmental investigations;
- (c) the state of title to the Land;
- (d) matters shown on the Survey;
- (e) the physical condition of the Land, including soil conditions and wetlands;
- (f) the availability and sufficiency of utilities, including water, sanitary sewer, storm/retention facilities, telephone, gas and electricity;
- (g) the existence of any laws, regulations or judicial matters affecting the Land or its development; and
- (h) Purchaser's ability to obtain the Development Approvals (as defined below) on terms acceptable to Purchaser in its sole discretion.

With respect to clause (f) above, the parties acknowledge that Seller and the Village of Bristol (the "Village") are negotiating an agreement (the "Utilities Service Agreement") pursuant to which Seller may extend the municipal potable water and sanitary sewer system of the Village of Pleasant Prairie to within ten (10) feet of the southeastern corner and boundary of the Land. Without limiting in any way Purchaser's right to terminate this Agreement during the Review Period in its sole and absolute discretion, for any reason or for no reason, pursuant to Section 3.3 below, Seller acknowledges and agrees that one of the reasons Purchaser may terminate this Agreement pursuant to Section 3.3 below is if Purchaser, in its sole discretion, is not satisfied with the extension of the municipal potable water and sanitary sewer system to the Land or the cost of water or sanitary sewer service to the Land. Seller shall deliver the executed Utilities Service Agreement to Purchaser within three (3) Business Days after the Utilities Service Agreement is executed by Seller and the Village.

Purchaser shall repair any damage to the Land resulting from Purchaser's activities on the Land pursuant to this Section 3.2. If Purchaser does not terminate this Agreement during the Review Period pursuant to Section 3.3 below, then Purchaser and its agents, employees, contractors and representatives shall continue to have the right to enter upon the Land pursuant to this Section 3.2 at any time prior to Closing."

3. Section 3.3 of the Contract is hereby deleted in its entirety, and the following is hereby substituted and inserted in its place:

" **3.3 Purchaser's Right to Terminate.** Purchaser may, at any time during the Review Period, terminate this Agreement in its sole and absolute discretion for any reason or for no reason, by sending to Seller notice indicating Purchaser's election to so terminate this Agreement pursuant to this Section 3.3. If Purchaser terminates this Agreement pursuant to this Section 3.3, the Letter of Credit and the Release Letter shall be immediately delivered to Purchaser, and neither party shall have any further rights or obligations under this Agreement except for any rights or obligations that survive the termination of this Agreement pursuant to the express terms of this Agreement."

4. The last sentence of Section 8.1 of the Contract is hereby deleted in its entirety, and the following is hereby substituted and inserted in its place:

“The date of the Closing (the “Closing Date”) shall be sixty (60) days after expiration of the Review Period.”

5. To the extent there is any conflict between the terms of the Contract and the terms contained in this Amendment, the terms contained in this Amendment shall govern and control. In all other respects, the terms and conditions of the Contract shall remain unmodified and in full force and effect. This Amendment shall be incorporated into and made a part of the Contract. This Amendment may be executed in one or more counterparts, each of which shall be an original, but all of which shall constitute one and the same instrument. The parties agree that if the signature(s) of Purchaser or Seller on this Amendment is not an original but is a digital, mechanical, or electronic reproduction (such as, but not limited to, a photocopy, fax, email, PDF, Adobe image, jpeg, telegram, telex or telecopy), then such digital, mechanical or electronic reproduction shall be as enforceable, valid and binding as, and the legal equivalent to, an authentic and traditional ink-on-paper original wet signature penned manually by its signatory.

[no further text on this page—signature page follows]

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the date first above written.

**SELLER:**

**VILLAGE OF PLEASANT PRAIRIE,** a  
Wisconsin municipal corporation

By: \_\_\_\_\_

Name: John P. Steinbrink

Title: Village President

By: \_\_\_\_\_

Name: Jane C. Snell

Title: Village Clerk

**PURCHASER:**

**HSA ACQUISITIONS, INC.,** an Illinois  
corporation

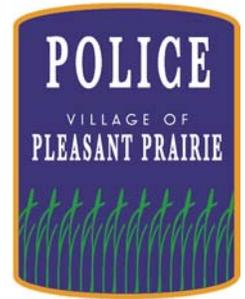
By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

# MEMORANDUM

**To:** Village President and Trustees  
**From:** David Smetana, Chief of Police  
**Date:** May 10, 2019  
**Re:** Ordinance #19-09 Amend Chapter 165 relating to Traffic Officers



Office of the Chief of Police

Pleasant Prairie Police are currently utilizing a Community Service Officer to assist the department in various ways. The CSO position monitors parking areas at retail establishments as well as the RecPlex Sport Complex. The PD has recently added to those duties and responsibilities to allow the CSO to assist officers with directing traffic at accident scenes as well as special events. To accomplish this it is necessary to amend the Village Ordinance to allow the Chief of Police to authorize the CSO to control traffic in this manner.

The change has been approved by the Village Municipal Court Attorney Don Mayew. I have also included members of the Pleasant Prairie Fire & Rescue in this amendment to cover them if they are on the scene of an incident and need to direct traffic to insure the safety of others on that scene.



**ORDINANCE NO. 19-09**  
**ORDINANCE TO AMEND CHAPTER 165**  
**OF THE MUNICIPAL CODE OF THE VILLAGE OF PLEASANT PRAIRIE,**  
**KENOSHA COUNTY, WISCONSIN**  
**RELATING TO TRAFFIC OFFICERS**

**BE IT ORDAINED AND ESTABLISHED** by the Board of Trustees of the Village of Pleasant Prairie, Kenosha County, Wisconsin that Chapter 165 of the Municipal Code be amended as follows:

**§165-10 Police power of Police Chief and police officers.**

A. The Police Chief and his/her designees shall have authority to suppress any tumult or disorder and to order all individuals, groups or companies to leave the neighborhood of any disturbance or emergency scene and to command from the inhabitants of the Village all needful assistance. Officers shall also have authority to go upon and enter any property or premises and to do whatever may reasonably be necessary to protect the health, safety, welfare and good order of the inhabitants of the Village of Pleasant Prairie. This shall include, without limitation by enumeration, the authority to bar, restrict or remove all unnecessary traffic, both vehicular and pedestrian, from all local highways.

(1) The Community Service Officer(s) and/or firefighter(s), as duly appointed by the Chief of Police, shall be designated as Traffic Officers pursuant to the meaning of §340.01(70) and §346.04, Wis. Stats., for the sole purpose of directing vehicular and pedestrian traffic on public and/or private property and in the right-of-way areas of the Village and shall be authorized to direct and regulate vehicular traffic of this Code.

B. Removal of vehicles. Two hours after the broadcast of an emergency declaration, the Police Department may cause to be removed any vehicle parked in any municipal parking lot, alley or street that impedes the necessary work resulting from the emergency situation. The owner of each vehicle removed from any municipal parking lot, alley or street shall be issued a citation. The forfeiture for such violation shall not be more than \$50, plus the cost of towing and storage as set forth in § [332-7](#) of this Code. The Village and its employees shall not be responsible for any damage incurred to the removed vehicles during towing or storage.

**Passed and adopted this 3rd day of June, 2019.**

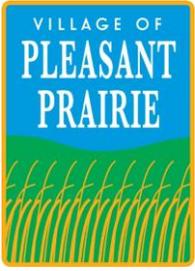
VILLAGE OF PLEASANT PRAIRIE

\_\_\_\_\_  
John P. Steinbrink, President

ATTEST:

\_\_\_\_\_  
Jane C. Snell, Village Clerk

Posted: \_\_\_\_\_



## MEMORANDUM

**To:** Village Board of Trustees  
**From:** John Steinbrink, Jr., P.E., Director of Public Works  
**Subject:** 2018 Compliance Maintenance Annual Report  
**Date:** June 3, 2019

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Compliance Maintenance Annual Report (CMAR) is the code for publicly and privately owned domestic wastewater treatment works. The CMAR is a self-evaluation tool that promotes the owner's awareness and responsibility for wastewater collection and treatment needs, measures the performance of a wastewater treatment works during a calendar year, and assesses its level of compliance with permit requirements.

The Village of Pleasant Prairie has been evaluated under the State's Annual Compliance Maintenance Evaluation and financial management scored 4 with a GPA of 4.0. Wastewater facilities for the Village of Pleasant Prairie has received a raw score of 12 with a GPA of 4.0 and the Collections Systems Section has received a grade of A as set forth by the Department of Natural Resources.

It is recommended that the Village Board of the Village of Pleasant Prairie review and accept as presented the Annual Compliance Maintenance Report and will forward to the Department of Natural Resources for their review.

**RESOLUTION #19-18**

**RESOLUTION CERTIFYING THE CREATION, REVIEW AND ADOPTION OF THE COMPLIANCE MAINTENANCE ANNUAL REPORTS FOR THE WASTEWATER FACILITIES IN VILLAGE OF PLEASANT PRAIRIE**

**WHEREAS**, it is the policy of the Commissioners of Sewer Utility Pleasant Prairie Village that the utility be maintained within generally accepted guidelines; and

**WHEREAS**, the State of Wisconsin prescribes a method of evaluating the operating efficiency of a wastewater collection system; and

**WHEREAS**, the Sewer Utility Pleasant Prairie Village has been evaluated under the State's Annual Compliance Maintenance Evaluation, and financial management scored 4 with a GPA of 4.0; and

**WHEREAS**, wastewater facilities for Pleasant Prairie Village has received a raw score of 12 with a GPA of 4.0 and the Collection Systems Section has received a grade of A as set forth by the Department of Natural Resources; and

**WHEREAS**, the Wastewater Utility District continues to identify and eliminate infiltration and inflow; and

**WHEREAS**, the Commissioners of this Utility District have reviewed the report prepared by the Village's Director of Public Works;

**NOW THEREFORE, BE IT RESOLVED**, by the Village Board of the Village of Pleasant Prairie that the Annual Compliance Maintenance Report has been reviewed and accepted as presented and is forwarded to the Department of Natural Resources for their review.

Passed and adopted this 3<sup>rd</sup> day of June, 2019.

**VILLAGE OF PLEASANT PRAIRIE**

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John P. Steinbrink, President

Attest:

---

Jane C. Snell, Village Clerk

Posted: \_\_\_\_\_

# Compliance Maintenance Annual Report

Pleasant Prairie Village

Last Updated: Reporting For:  
5/20/2019 **2018**

## Financial Management

<p>1. Provider of Financial Information</p> <p>Name: <input style="width: 150px;" type="text" value="Kathy Goessl"/></p> <p>Telephone: <input style="width: 150px;" type="text" value="(262)925-6709"/> (XXX) XXX-XXXX</p> <p>E-Mail Address (optional): <input style="width: 300px;" type="text" value="kgoessl@pleasantprairiewi.gov"/></p>													
<p>2. Treatment Works Operating Revenues</p> <p>2.1 Are User Charges or other revenues sufficient to cover O&amp;M expenses for your wastewater treatment plant AND/OR collection system ?</p> <p>● Yes (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ No (40 points)</p> <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?</p> <p>Year: <input style="width: 100px;" type="text" value="2019"/></p> <p>● 0-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A (private facility)</p> <p>2.3 Did you have a special account (e.g., CFWP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?</p> <p>● Yes (0 points)</p> <p>○ No (40 points)</p>	0												
<p>REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]</p>													
<p>3. Equipment Replacement Funds</p> <p>3.1 When was the Equipment Replacement Fund last reviewed and/or revised?</p> <p>Year: <input style="width: 150px;" type="text" value="2018"/></p> <p>● 1-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A</p> <p>If N/A, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>3.2 Equipment Replacement Fund Activity</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"><b>3.2.1 Ending Balance Reported on Last Year's CMAR</b></td> <td style="width: 5%; text-align: right;">\$</td> <td style="width: 35%; text-align: center;"><input style="width: 150px;" type="text" value="1,299,826.00"/></td> </tr> <tr> <td>3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> <td style="text-align: right;">\$</td> <td style="text-align: center;"><input style="width: 150px;" type="text" value="0.00"/></td> </tr> <tr> <td>3.2.3 Adjusted January 1st Beginning Balance</td> <td style="text-align: right;">\$</td> <td style="text-align: center;"><input style="width: 150px;" type="text" value="1,299,826.00"/></td> </tr> <tr> <td>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</td> <td style="text-align: right;">\$</td> <td style="text-align: center;"><input style="width: 150px;" type="text" value="12,018.00"/></td> </tr> </table>	<b>3.2.1 Ending Balance Reported on Last Year's CMAR</b>	\$	<input style="width: 150px;" type="text" value="1,299,826.00"/>	3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	\$	<input style="width: 150px;" type="text" value="0.00"/>	3.2.3 Adjusted January 1st Beginning Balance	\$	<input style="width: 150px;" type="text" value="1,299,826.00"/>	3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	\$	<input style="width: 150px;" type="text" value="12,018.00"/>	
<b>3.2.1 Ending Balance Reported on Last Year's CMAR</b>	\$	<input style="width: 150px;" type="text" value="1,299,826.00"/>											
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	\$	<input style="width: 150px;" type="text" value="0.00"/>											
3.2.3 Adjusted January 1st Beginning Balance	\$	<input style="width: 150px;" type="text" value="1,299,826.00"/>											
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	\$	<input style="width: 150px;" type="text" value="12,018.00"/>											

# Compliance Maintenance Annual Report

Pleasant Prairie Village

Last Updated: Reporting For:  
5/20/2019 **2018**

3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below\*) -

\$ 100,000.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 1,211,844.00

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

2017 End of year balance high transfer out \$100,000

3.3 What amount should be in your Replacement Fund?

\$ 974,285.00

0

Please note: If you had a CFWP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

- Yes
- No

If No, please explain.

## 4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

- Yes - If Yes, please provide major project information, if not already listed below.
- No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Rebuild Lift Stations	60000	2019
2	Sewer Rehab to Reduce I/I	100000	2019
3	Repave Sewer Sites	10000	2019
4	Sewer Rehab to Reduce I/I	3861000	2020
5	Rebuild Lift Station	165000	2020
6	Repave Sewer Sites	12000	2020
7	Sewer Rehab to Reduce I/I	75000	2021
8	Rebuild Lift Stations	165000	2021
9	Repave Sewer Sites	15000	2021
10	Rebuild Lift Station	60000	2022
11	Sewer Rehab to Reduce I/I	75000	2022
12	Repave Sewer Sites	10000	2022
13	Sewer Rehab to reduce I/I	75000	2023
14	Repave Sewer Sites	10000	2023
15	Rebuild Lift Station	60000	2023

## 5. Financial Management General Comments

### ENERGY EFFICIENCY AND USE

## 6. Collection System

# Compliance Maintenance Annual Report

Pleasant Prairie Village

Last Updated: Reporting For:  
5/20/2019 **2018**

## 6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

### COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations:

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
<b>January</b>	53,226	995
<b>February</b>	54,894	751
<b>March</b>	53,987	599
<b>April</b>	58,908	489
<b>May</b>	50,348	232
<b>June</b>	52,390	52
<b>July</b>	50,837	9
<b>August</b>	46,149	20
<b>September</b>	49,221	34
<b>October</b>	39,712	81
<b>November</b>	37,269	223
<b>December</b>	49,505	762
<b>Total</b>	<b>596,446</b>	<b>4,247</b>
<b>Average</b>	<b>49,704</b>	<b>354</b>

6.1.2 Comments:

## 6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- Comminution or Screening
- Extended Shaft Pumps
- Flow Metering and Recording
- Pneumatic Pumping
- SCADA System
- Self-Priming Pumps
- Submersible Pumps
- Variable Speed Drives
- Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

- No
  - Yes
- Year:

# Compliance Maintenance Annual Report

Pleasant Prairie Village

Last Updated: Reporting For:  
5/20/2019 **2018**

By Whom:

Describe and Comment:

## 6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

Continue updating older lift stations with new pumps and VFD's, adding flow meters to help monitor pump information. Swapping lights at lift stations to LED to reduce energy consumption.

<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Pleasant Prairie Village

Last Updated: Reporting For:  
5/20/2019 2018

## Sanitary Sewer Collection Systems

### 1. Capacity, Management, Operation, and Maintenance (CMOM) Program

#### 1.1 Do you have a CMOM program that is being implemented?

- Yes
- No

If No, explain:

#### 1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- Yes
- No (30 points)
- N/A

If No or N/A, explain:

#### 1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

- Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

1. Comply with the conditions of the WPDES permit
2. Minimize overflow occurrences
3. Improve and/or maintain system reliability
4. Cost-effectively maintain assets through rehabilitation and replacement projects based off of condition assessments
5. Reduce the potential threat to human health from sewer overflows
6. Provide adequate capacity to convey allowable peak flows
7. Manage Infiltration and Inflow (I/I)
8. Protect collection system work health and safety
9. Maintain annual cleaning and inspection programs
10. Continue cost-efficient operation of the sewer utility
11. Operate a continuous CMOM program
12. Allow periodic review and changing of CMOM program according to input and benchmarking data

Did you accomplish them?

- Yes
- No

If No, explain:

- Organization [NR 210.23 (4) (b)]

Does this chapter of your CMOM include:

- Organizational structure and positions (eg. organizational chart and position descriptions)
- Internal and external lines of communication responsibilities
- Person(s) responsible for reporting overflow events to the department and the public

- Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY)

Does your sewer use ordinance or other legally binding document address the following:

- Private property inflow and infiltration

# Compliance Maintenance Annual Report

Pleasant Prairie Village

Last Updated: Reporting For:  
5/20/2019 **2018**

New sewer and building sewer design, construction, installation, testing and inspection  
 Rehabilitated sewer and lift station installation, testing and inspection  
 Sewage flows satellite system and large private users are monitored and controlled, as necessary  
 Fat, oil and grease control  
 Enforcement procedures for sewer use non-compliance  
 Operation and Maintenance [NR 210.23 (4) (d)]  
 Does your operation and maintenance program and equipment include the following:  
 Equipment and replacement part inventories  
 Up-to-date sewer system map  
 A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation  
 A description of routine operation and maintenance activities (see question 2 below)  
 Capacity assessment program  
 Basement back assessment and correction  
 Regular O&M training  
 Design and Performance Provisions [NR 210.23 (4) (e)]    
 What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?  
 State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements  
 Construction, Inspection, and Testing  
 Others:

Overflow Emergency Response Plan [NR 210.23 (4) (f)]    
 Does your emergency response capability include:  
 Responsible personnel communication procedures  
 Response order, timing and clean-up  
 Public notification protocols  
 Training  
 Emergency operation protocols and implementation procedures  
 Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]    
 Special Studies Last Year (check only those that apply):  
 Infiltration/Inflow (I/I) Analysis  
 Sewer System Evaluation Survey (SSES)  
 Sewer Evaluation and Capacity Management Plan (SECAP)  
 Lift Station Evaluation Report  
 Others:

0

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	45	% of system/year
Root removal	.5	% of system/year
Flow monitoring	90	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	2.2	% of system/year

# Compliance Maintenance Annual Report

Pleasant Prairie Village

Last Updated: Reporting For:  
5/20/2019 **2018**

Manhole inspections	21	% of system/year
Lift station O&M	12	# per L.S./year
Manhole rehabilitation	0	% of manholes rehabbed
Mainline rehabilitation	.01	% of sewer lines rehabbed
Private sewer inspections	1	% of system/year
Private sewer I/I removal	.1	% of private services
River or water crossings	0	% of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

### 3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

49.18	Total actual amount of precipitation last year in inches
34.8	Annual average precipitation (for your location)
133	Miles of sanitary sewer
15	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
18	Number of basement backup occurrences
18	Number of complaints
3.51	Average daily flow in MGD (if available)
148.01	Peak monthly flow in MGD (if available)
	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

0.00	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.00	Sanitary sewer overflows (number/sewer mile/yr)
0.14	Basement backups (number/sewer mile)
0.14	Complaints (number/sewer mile)
42.2	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
0.0	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

### 4. Overflows

#### LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OFERFLOWS REPORTED \*\*

Date	Location	Cause	Estimated Volume (MG)
None reported			

\*\* If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

# Compliance Maintenance Annual Report

Pleasant Prairie Village

Last Updated: Reporting For:

5/20/2019

**2018**

## 5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

Yes

No

If Yes, please describe:

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

Yes

No

If Yes, please describe:

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:

The Village didn't experience any changes in I/I during 2018.

5.4 What is being done to address infiltration/inflow in your collection system?

The Village is continuing their lining program, as well as installing flow meters in trouble areas trying to narrow down where higher flows are coming from. The Village has also purchased a smoke tester.

<b>Total Points Generated</b>	<b>0</b>
<b>Score (100 - Total Points Generated)</b>	<b>100</b>
<b>Section Grade</b>	<b>A</b>

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Last Updated: Reporting For:  
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## Grading Summary

WPDES No: 0047341

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial	A	4	1	4
Collection	A	4	3	12
<b>TOTALS</b>			<b>4</b>	<b>16</b>
<b>GRADE POINT AVERAGE (GPA) = 4.00</b>				

Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

# Compliance Maintenance Annual Report

Pleasant Prairie Village

Last Updated: Reporting For:  
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## Resolution or Owner's Statement

Name of Governing  
Body or Owner:

Date of Resolution or  
Action Taken:

Resolution Number:

Date of Submittal:

### **ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):**

Financial Management: Grade = A

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

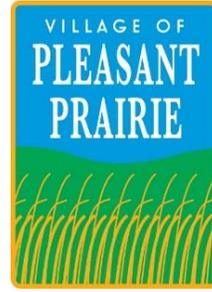
### **ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS**

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

**G.P.A. = 4.00**

## MEMORANDUM

**To:** Village President and Board of Trustees  
**From:** Jane C. Snell, Village Clerk  
**Date:** May 31, 2019  
**Re:** Annual Towing Services License Renewals



Office of the Village Clerk

The following towing businesses have submitted applications to renew their towing services license in the Village:

- Firehouse Performance LLC, 4502 22nd Avenue, Kenosha, WI
- J & M Towing, 6010 26th Avenue, Kenosha, WI
- Jantz Auto Sales, Inc., 3405 Washington Road, Kenosha, WI
- Jantz' Yard 4 Automotive, Inc., 2500 Washington Road, Kenosha, WI
- Jensen Towing, 5410 – 50th Street, Kenosha, WI
- Atlas Service Center dba McDevitt's Towing, 5150 60th Street, Kenosha, WI
- Pro Towing, 6018 26th Avenue, Kenosha, WI

All applications, as submitted, comply with §332 of the Municipal Code and the license fees have been paid. There are no outstanding delinquencies or forfeitures and background checks were completed.

Chief Smetana and I recommend approval of the seven (7) applicants and their businesses for the issuance of towing service licenses for the period of July 1, 2019 through June 30, 2020, subject to the provisions of §332 of the Municipal Code.