

VILLAGE OF CHENEQUA

CHENEQUA VILLAGE BOARD MEETING
Minutes of Monday, December 13, 2010.
Unofficial until approved by the Village Board of Trustees.
Approved as written (✓) or with corrections () on 1-10-2011

The regular meeting of the Board of Trustees of the Village of Chenequa was held at 7:00 p.m. on **Monday, December 13, 2010**, at the Village Hall, 31275 W. Hwy K, Chenequa, Wisconsin. Legal requirement for notification of the news media had been met. The following Village Board Members were in attendance:

Mr. Robert Foote, Jr. / President – present
Ms. Villavicencio / Trustee – present
Ms. Wilkey / Trustee – present
Mr. Gehl / Trustee – present
Mr. MacDonough / Trustee – present
Ms. Manegold / Trustee – present
Mr. Haase / Trustee – absent
Attorney Susan Sager / Village Attorney – present
Mr. Douglas / Administrator – Police Chief – present
Ms. Little / Deputy Clerk - present

Attendance

None

Public Comment

None

Approve Minutes of the November 8, 2010 Village Board Meeting.

Motion (Wilkey, Villavicencio) to approve the minutes of the November 8, 2010 Village Board meeting.
Carried Unanimously.

Update on Bird City application process by Trustee Villavicencio.

Trustee Villavicencio reported that as of 2011, Chenequa will now carry the honor of "Bird City". Carl Schwartz will attend the January Village Board meeting and present a plaque, flag and signs to be displayed throughout the Village.

Clerk / Treasurer

Presentation of invoices for approval.

Trustee Gehl asked why the Village was making payments to poll workers. Administrator-Police Chief Douglas advised that a few years ago the state mandated that there be Election Inspectors at all polls. These Election Inspectors are required to attend training and be present at the polls. It was at that time we began to pay these two individuals for the work at the polls as Election Inspectors. All other poll workers are still volunteers.

Inquiry was also made regarding payment for Emergency Starting & 24 Hour Towing services charges. Administrator-Police Chief Douglas advised that this is a yearly maintenance charge for upkeep on all plow vehicles in advance of the plow season. Motion (Gehl, Foote) to approve the invoices as presented.
Carried Unanimously.

Report on investment activity.

Investments were reviewed. Administrator-Police Chief Douglas did report that Ms. Zimdars has possibly found a private bank where we might obtain a loan at a more favorable rate. The Board did agree that application should be made if the bank gives preliminary approval before we meet again in January.

Review and consider plans for a new single-family dwelling submitted by Tom and Sue Touchett at 4675 N. Pine Meadows Lane.

President Foote did advise that the Plan Commission did give final approval earlier this evening to the plans submitted by Tom and Sue Touchett. Motion (Gehl, MacDonough) to give final approval to plans submitted by Tom and Sue Touchett for their property located at 4675 N. Pine Meadows Lane. *Carried Unanimously.*

Review and consider Certified Survey Map submitted by Moose Lake Partners, LLP being a combination of a part of Lot 1, C.S.M. No. 8920, a part of Lot 18 of Moose Lake Gardens in the Northwest ¼ of Section 29 and the Northeast ¼ of Section 30 and a part of Lots 13, 14 and 15 of Hasslinger's Plat No. 2 in the Northeast ¼ of Section 30, all in Township 8 North, Range 18 East, Town of Merton, Waukesha County, Wisconsin per Village Code 6.18 extraterritorial jurisdiction.

President Foote explained the CSM that was submitted by Moose Lake Partners, LLP and did advise that the Plan Commission did give final approval earlier this evening. Motion (Wilkey, Gehl) to approve the CSM submitted by Moose Lake Partners, LLP. *Carried Unanimously.*

Review and consider Certified Survey Map submitted by Louis DeFrancesca, Rocco Sapienza and Patrick Conway being a part of the NE. ¼ of the SW ¼ and NW. ¼ of the SE. ¼ of Section 19, T.08N., R.18E., Town of Merton, Waukesha County, Wisconsin.

Administrator-Police Chief Douglas explained this CSM. It was his understanding that this was approved years ago by the Town but was never recorded at the County level. President Foote did advise that the Plan Commission did give final approval earlier this evening. Motion (Gehl, MacDonough) to approve the CSM submitted by Louis DeFrancesca, Rocco Sapienza and Patrick Conway. *Carried Unanimously.*

Review and consider Intergovernmental Agreement between the Village of Chenequa and the City of Waukesha for Technical Rescue Service for 2011.

Administrator-Police Chief Douglas explained the benefits for renewing the agreement with the City of Waukesha. Motion (Wilkey, Manegold) to renew the Intergovernmental Agreement between the Village of Chenequa and the City of Waukesha for Technical Rescue Service for 2011. *Carried Unanimously.*

Lake Country Municipal Court - Review and consider Resolution 2010 - 12-13-01, which approves the Municipal Court Budget for 2011.

Administrator-Police Chief Douglas explained the deficit this year (revenues down, caseload up, delinquency in forfeiture payments, court fees have not changed in 10 yrs). The surplus that is reflected in the budget is being held for a new court location and improvements of same. This Resolution also moves \$100,000 to a separate account per new Accounting standards. Motion (Gehl, MacDonough) to approve Resolution 2010 - 12-13-01 which approves the Municipal Court Budget for 2011. *Carried Unanimously.*

Review and consider the ratification of the Chenequa Professional Police Officers 2011-2013 contract.

No action as the contract is still being worked through.

Review and consider Resolution 2010 - 12-13-02, adopting the Waukesha County all Hazards Mitigation Plan.

Administrator-Police Chief Douglas reported on the 200+ page Pre-Disaster Mitigation (PDM) Plan conditionally approved by FEMA and a draft of the resolution for adoption of the plan. Adoption of the

plan does not cost the community anything. Instead, it is a list of triaged ideas that can be accomplished should funding and the will to complete them become available. By not adopting this plan, we would not be eligible to apply for, nor receive mitigation project funding in the future. Motion (Gehl, MacDonough) to approve Resolution 2010 – 12-13-02, adopting the Waukesha County all Hazards Mitigation Plan. *Carried Unanimously.*

Review and consider the use of broadcast emails for resident notification.

Administrator-Police Chief Douglas was looking for clarification on electronic notification to residents. The police department is in the process of obtaining current information from the residents, which hopefully will include current/updated email addresses. We have an active list of approximately 150 residents that receive email notifications. The Board did authorize Administrator-Police Chief Douglas at his discretion to notify residents via email for a trial period of 6 months and then re-evaluate at that time.

Review and consider additional notice procedures for variance requests.

Trustee Gehl wanted to know when the variance board meets. President Foote advised that they meet only when there is an application submitted and as needed. There was discussion on amending the current ordinance to reflect advance notification to surrounding properties. Village Attorney Sager explained the state statute regarding publication notices was met in this past case. The Board did request Village Attorney Sager draft an amended ordinance that reflects in addition to publication notices, a written notice shall be provided to adjoining property owners and all owners within “so many feet” (to be determined at a later date) of subject property.

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Review and consider appointment for the Lake Country Fire & Rescue Board.

President Foote stated that Gordon Gunnlaugsson’ term is ending as of December 2010 and he does not wish to be reappointed. Trustee Wilkey did recommend Robert Bellin as a replacement. Motion (Wilkey, MacDonough) to approve Robert Bellin’s appointment for a two year term on the Lake Country Fire and Rescue Board. *Carried Unanimously.*

Discussion on house marker signs.

Administrator-Police Chief Douglas explained that by January 2015, compliance for street signs need to be met. There was discussion on color of street/address markers. The Board decided that samples should be ordered; Muscovy Road will be the sample road sign and the sample address sign should be for the Village Hall. The road sign would be blue in color with the Village Seal on the left and the resident address marker will be black with white letters and numbers with “Chenequa” above the number. Street/House marker signs will be put on the agenda for January to discuss the public hearing and proposed ordinance.

Committee Reports

- Public Safety** – no report
- Operations** – no report
- Plan Commission** – no report
- Open Space** – no report
- Board of Appeals** – no report
- Personnel Committee** – no report
- Hwy 83 Task Force** – no report
- Emergency Government Committee** – no report
- Lake Management Committee** – no report
- Police Commission** – no report
- Lake Country Fire and Rescue Board** – no report

Report of Village Administrator

Administrator-Police Chief Douglas advised that the Extra Territorial Zoning Ad Hoc meeting will be on Thursday, December 16, 2010.

Report of Village President

None

Report of Village Attorney

Village Attorney Sager allowing members to attend meetings via phone was not advisable. Wisconsin law is not overly clear and it has not changed with the age of technology. The definition of Open Session was given. President Foote suggested we table it to another meeting.

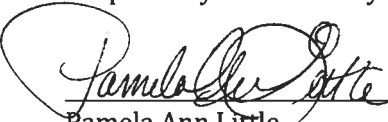
Agenda items to be considered for future meetings of the Village Board.

- Bird City
- Street and address signs
- Police Contract

Adjournment

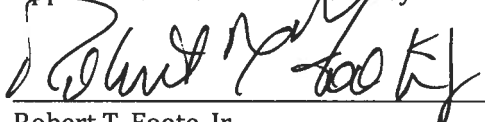
Motion (Wilkey, Gehl) to adjourn the December 13th meeting of the Village Board at 8:00 p.m. Carried Unanimously.

Respectfully submitted by:



Pamela Ann Little
Chenequa Deputy Clerk

Approved and Ordered Posted by:



Robert T. Foote, Jr.
Chenequa Village President