

# VILLAGE OF CHENEQUA

CHENEQUA VILLAGE BOARD MEETING  
MINUTES OF MONDAY, OCTOBER 3, 2013.  
Unofficial until approved by the Village Board.  
Approved as written (  ) or with corrections (  ) on 10-14-13

A special meeting of the Board of Trustees for the Village of Chenequa was held at 5:00 p.m. on **Thursday, October 3, 2013**, at the Village Hall, 31275 W. Hwy K, Chenequa, Wisconsin. Legal requirements for notification of the news media were met. The following Village Board Members were in attendance:

Mr. Robert T. Foote, Jr. / President – present  
Ms. Jo Ann Villavicencio / Trustee – present  
Ms. Susan Wilkey / Trustee – present  
Ms. Carol Manegold / Trustee – present  
Ms. Dwyn von Bereghy / Trustee – present  
Mr. Bronson Haase / Trustee – present  
Mr. Jack MacDonough / Trustee – present  
Mr. Tising / Building Inspector – present  
Attorney David Krutz / Village Attorney – present  
Mr. Robert Douglas / Administrator/Police Chief – present  
Ms. Pamela Ann Little / Clerk/Treasurer - present

## Attendance

Bob Williams, Architect of TDI, Associates, Inc.

## Public Comment

None

## Review and award bids for new garage.

Attorney Krutz walked the Trustees through the process of awarding the general contract for the new village garage based on the bids received; and, how to proceed with the additional costs for the project through the discretion of the Village Administrator to enter into additional contracts either that are below the \$25,000 bid line so they can just be awarded or if they are above \$25,000 bid line so he can award them with the advice of counsel, architect, engineer and project manager provided that the overall budget does not exceed \$1.3 million which would avoid the Trustees coming together every time there is a potential contract over \$25,000.

Mr. Williams then walked the Trustees through the project.

Stone: Natural similar stone

Roof: Standing seam steel

Construction technique – Well insulated and passes the energy code by 72%  
estimated/Wis Check, geo thermo, estimated 7yr payback, R-50 ceiling

Radiant heat the concrete floor throughout the building

First Floor: 8600 s.f. / Mezzanine: 400-500 s.f.

Parking: Estimated: west side: 20 stalls / east side: 12 stalls

Most qualified builder: Ray Stadler Construction @ \$916,700 for the building itself  
Ray Stadler Construction is based in Waukesha, qualified contractor, lowest  
bidder and will have a performance and payment bond

Village will purchase all materials to save 5% tax

Attorney Krutz with the recommendation of Bob Williams and John Tising proposed that Ray Stadler Construction is the most responsible bidder and be awarded the general contract for the building itself.

Move (von Bereghy/Wilkey) to award the contract for the Building to Ray Stadler Construction as the lowest responsible bidder and to give the Village Administrator the authority to enter into contracts either to the lowest responsible bidder or otherwise allowed by law provided that the total project cost will not exceed \$1.3 million. *Carried Unanimously.*

Notification of awarding the contract to Ray Stadler Construction will be sent to Village residents and a notice will be published in the Lake Country Reporter.

**Review and consider trust fund loan for the construction of the new village garage through the Board of Commissioner of Public Lands.**

Administrator Douglas advised on our current capital reserves after the purchase of 31197 CTH K and the proposed sale of village property at 5595 N STH 83. If \$500,000 is taken from our capital reserves to offset the \$1.3 million dollar village garage project, this will require us to get an \$800,000 loan. Independent financial institutions do not give regular loans over 10 years. The Board of Commissioner of Public Lands current rate is 4.5% over 20 years. This would require a 2.7% increase in the 2014 Village budget and tax levy.

Administrator Douglas also reminded Trustees that we have approximately \$200,000 in street improvements to do in 2014. If we do these streets, we might look at a 5 year loan for this cost. The Village highway street policy states 75% of the cost is assessed to the property owners who live on those streets and 25% would be the village contribution. Property owners have the option of paying back their portion the first year with no interest or over 3 years with an interest rate to be determined. This would also require an increase of .09% in the 2014 Village budget and tax levy.

Total increase in Village budget and tax levy for both loans would be 2.79%.

Trustees discussed different loan options and scenarios. Authorization was given to the Village Administrator to look at alternatives in financing the street project and decide what would be the lowest amortization cost to the Village.

Motion (MacDonough/Haase) to approve the borrowing of \$800,000 through the Board of Commissioner of Public Lands at 4.5% over 20 years. *Carried Unanimously.*

**Discussion and possible action regarding tax levy limits.**

Administrator Douglas advised we would not need to raise the levy for additional money for Village operating costs in the 2014 budget. An adjustment to the levy limit for increases in charges assessed by LCF&R was then discussed. By statute, an adjustment to the tax levy limit for a municipality can be claimed for increases in charges assessed by a joint fire department which exceed the limit. Two conditions would have to be met. First, the increase over the prior year cannot exceed the change in the CPI plus 2% (total 4%); and secondly, each governing body served by the joint department must adopt a resolution in favor of exceeding the limit. The Village of Chenequa's portion will increase by \$44,800 which would increase the levy by \$4,800. All three municipalities would need to pass a resolution whether we decide to levy this increase or not.

Motion (Wilkey/MacDonough) for a resolution authorizing an adjustment to the municipal levy limit for increases in charges assessed by Lake Country Fire & Rescue. Carried Unanimously.

**Adjournment**

Motion (Manegold/Villavicencio) to adjourn the October 3<sup>rd</sup> meeting of the Village Board at 5:45 p.m. Carried Unanimously.

Respectfully submitted by:



Pamela Ann Little  
Village Clerk - Treasurer

Approved and Ordered Posted by:



Robert T. Foote, Jr.  
Chenequa Village President