

VILLAGE OF CHENEQUA

CHENEQUA VILLAGE BOARD MEETING
MINUTES OF MONDAY, NOVEMBER 11, 2013.
Unofficial until approved by the Village Board.
Approved as written () or with corrections () on 12-9-13.

The regular meeting of the Board of Trustees of the Village of Chenequa was held at 6:30 p.m. on **Monday, November 11, 2013**, at the Village Hall, 31275 W County Road K, Chenequa, Wisconsin. Legal requirements for notification of the news media were met.

A public hearing to hear comments regarding the 2014 Budget for the Village of Chenequa was called to order at 6:30 p.m. Legal requirements for notification of the news media were met.

Four residents were in attendance at the public hearing. President Foote reviewed the proposed 2014 budget. No comments by the public. The public hearing was closed at 6:35 p.m.

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 – absent
Attorney Michelle Wagner Ebben / Village Attorney – present
Mr. Robert Douglas / Administrator-Police Chief – present
Ms. Pamela Ann Little / Clerk-Treasurer – present

Attendance

James Ratzel, Mary Lee Ratzel, Bernice Treis and Ed Treis

Public Comment

Mr. Ratzel wished to comment on the Muscovy Road repaving project.

President Foote advised agenda Item 9 would be moved up to accommodate the public in attendance who wished to comment on this item.

Approve minutes of the October 14, 2013 Village Board meeting.

Motion (Haase/von Bereghy) to approve Village Board minutes of meeting held on October 14, 2013. *Carried Unanimously.*

Discussion of public roads in the Village for street aids.

Administrator Douglas reported on the two streets in the village that are in need of repair, Muscovy Road and Pine Meadows. Letters were sent to property owners on both roads so they would know this is a planned project and budgetary item for 2014. Once this process begins, there will be a public hearing before properties are assessed. The resolution, if passed, would contain final numbers to be applied to the 2014 tax bills. Complaints have been received on these roadways. Repairs that have been done are not holding up. It is the opinion of the village engineer and staff that these roadways need attention. Estimated costs for this project have

been forwarded to the residents. Residents will have the choice of paying the assessment up front or over 3 years. The Village Board decided last month at the October 14th meeting that if payments are made over a 3-year period, a 3% interest rate would be charged.

Mr. & Mrs. Ratzel were then allowed to voice their questions and concerns to the Trustees which included:

- the process of notification to residents vs public input
- required notices assessing the cost to residents
- determination of a maintenance/repair vs capital expense
- public vs private road

Information was clarified and the public was advised of:

- Village policy established in 2009;
- the process/timeframe per State Statutes; and
- that there has been no formal, legal binding decision made by the Village until after the public hearing; a date yet to be determined.

Ms. Tries inquired on the shared ratio cost between residents and the village. President Foote advised Ms. Tries of the village policy that was established in 2009 and of the precedent already set that this percentage ratio could not be altered.

Clerk / Treasurer

Presentation of Invoices for Approval.

Motion (Wilkey/von Bereghy) to approve bills as presented. *Carried Unanimously.*

Review and consider Certified Survey Map (CSM) submitted by John Gehl for lot alteration.

President Foote reviewed the CSM submitted by Mr. Gehl per Village Code 6.18 extraterritorial jurisdiction. Mr. Gehl is proposing to incorporate 6 acres of recently purchased land on Oakland Road into Lot 1. The Plan Commission approved it unanimously and is recommending the Village Board give final approval.

Motion (Haase/Manegold) for final approval of the CSM submitted by John Gehl for lot alteration. *Carried Unanimously.*

Review and consider Certified Survey Map submitted by Jeffrey and Mary Jo Luellwitz being a part of the NE ¼ of the NW ¼ of Section 27, T8N, R18E, Town of Merton, Waukesha County, per Village Code 6.18 extraterritorial jurisdiction.

President Foote reviewed the CSM submitted by Jeffrey and Mary Jo Luellwitz per Village Code 6.18 extraterritorial jurisdiction. This property is located on Beaver View Road which is off of Beaver Lake Road. The Town of Merton has vacated this right-of-way. Jeffrey and Mary Jo Luellwitz are incorporating this right-of-way into their CSM. The Plan Commission approved it unanimously and is recommending the Village Board give final approval.

Motion (Villavicencio/von Bereghy) for final approval of CSM submitted by Jeffrey and Mary Jo Luellwitz per Village Code 6.18 extraterritorial jurisdiction. *Carried Unanimously.*

Review and consider Certified Survey Map submitted by Steven and Laurie Flatt being a part of the SE ¼ and the SW ¼ of Section 19, T8N, R18E, Town of Merton, Waukesha County, per Village Code 6.18 extraterritorial jurisdiction.

President Foote reviewed the CSM submitted by Steven and Laurie Flatt per Village Code 6.18 extraterritorial jurisdiction. Mr. and Mrs. Flatt are combining five lots into one lot. The one lot would then have two primary single family residences on it. The property is located off of Forest

Drive which is just west of our village limits. The Plan Commission approved it unanimously and is recommending the Village Board give final approval.

Motion (Villavicencio/Manegold) for final approval of CSM submitted by Steven and Laurie Flatt per Village Code 6.18 extraterritorial jurisdiction. *Carried Unanimously.*

Consider Resolution 2013-11-11-01 for 2014 Budget Adoption and Tax Levy.

Administrator Douglas advised of changes made to the preliminary budget. Attorney Wagner Ebben then clarified zero tax levy increase, allowable debt obligation being added to the levy, and increasing operating costs through a referendum.

Motion (von Bereghy/Haase) to approve the Resolution 2013-11-11-01 for 2014 Budget Adoption and Tax Levy amount of \$1,826,645 which has been increased by the general obligation debt service authorized by the Village of Chenequa in accordance with Wisconsin Statute §66.0606(3)(d)(2). *Carried Unanimously.*

Review and consider 2014 CPPOA Contract Agreement.

Administrator Douglas reported on the 2014 CPPOA Contract Agreement as authorized by the Personnel Committee. A 2% increase was given and accepted by the CPPOA as well as continued healthcare insurance. The village will be saving money in healthcare for the 2014 contract year. The lowest qualified plan came in under our current premium for this year.

President Foote advised agenda Items 11-15 would be moved up at this time.

Review and consider the Lake Country Municipal Court 2014 Budget.

Administrator Douglas advised that there is a meeting on Thursday, November 14th and this matter will be held over for December.

Review and consider Resolution 2013-11-11-02 for Participation in the County Facilitated Competitive Bid Process for Recycling and Trash Collection Services.

Administrator Douglas advised Trustees that the County is asking us if we want to participate in a competitive bid process for recycling and trash collection. Long term planning studies have been done by the County and they are recommending switching to a single sort recycling system where more products can be recycled in one bin. These studies have shown by switching to a single sort system, \$1 million annually can be saved and increasing recycling rates by 25%. Approximately 38% of other local municipalities have up the drive service and are not looking to eliminate this service. The Village would not be bound to any contract. This resolution would allow the Village of Chenequa to participate only in the competitive bid process.

Motion (von Bereghy/Villavicencio) to approve Resolution 2013-11-11-02 for Participation in the County Facilitated Competitive Bid Process for Recycling and Trash Collection Services. *Carried Unanimously.*

Report on Village Garage Project.

Administrator Douglas reported he had met with the contractor, architect, and John Tising. By the time bids were awarded, we have been setback by one month. The trees have been cleared and the excavator is prepping the site. We're hoping by the end of this week or mid-next week that the excavator will be done so footings can be set.

Review and consider Resolution 2013-11-11-03 Approving the Application for a Loan through the Board of Commissioners of Public Lands.

Attorney Wagner Ebben clarified for the record that the original loan application for \$1.2 million dollars through the Board of Commissioners of Public Lands that was approved by last month

had to be withdrawn and a new application was made reflecting the correct loan amount of \$800,000.

Trustee Foote moved for adoption of the preamble and resolutions previously read. Motion (Villavicencio/Wilkey) to approve Resolution 2013-11-11-03 Approving the Application for a Loan through the Board of Commissioners of Public Lands.

Foote (aye), Villavicencio (aye), Wilkey (aye), Manegold (aye), von Bereghy (aye), Haase (aye) and MacDonough (absent)

A majority of the members of the Village Board of the Village of Chenequa having voted in favor of the preamble and resolutions were declared and adopted.

Committee Reports

- Public Safety** – approved budget as presented
- Operations** – approved budget as presented
- Plan Commission** – as reported above
- Open Space** – no report
- Board of Appeals** – no report
- Personnel Committee** – as reported above
- 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

Review and consider tax levy increase above 0% and possible referendum for 2015 budget.

President Foote reported on the difficulty of continuing to operate at 0% increase. Possible ways to not increase the levy:

- sell two VOC parcels
- decrease services currently provided such as water treatments, deer management program, snow plowing
- possibly freeze salaries

Administrator Douglas explained how some 2013 budget line items will not be met and future needs to consider:

- fines and forfeiture revenue – down
- our new prosecutor this year – up
- workman's comp and general liability can fluctuate
- legal expenses
- squad car replacement
- utility increases
- personnel costs and benefits
- fund capital reserve account

The referendum process was then explained by Attorney Wagner Ebben.

It was decided that discussions would continue at our December meeting and that a proposed draft be done to project additional operating expenses by preparing a 3 year budget projection.

Report of the Village Administrator

Administrator Douglas advised that beginning next month a formal report and timeline will be provided on a monthly basis by the contractor.

Report of Village President

None

Report of Village Attorney

None

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

- Further referendum discussion
- Village garage project
- Lake Country Municipal Court 2014 Budget

Adjournment

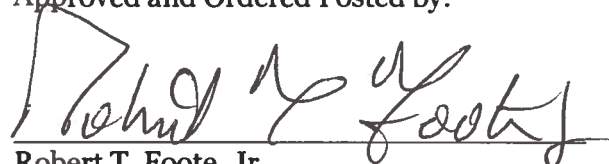
Motion (Wilkey/von Bereghy) to adjourn the November 11th meeting of the Village Board at 8:00 p.m. *Carried Unanimously.*

Respectfully submitted by:



Pamela Ann Little
Village Clerk - Treasurer

Approved and Ordered Posted by:



Robert T. Foote, Jr.
Chenequa Village President