

**EAST TROY  
VILLAGE BOARD MINUTES  
February 15, 2016  
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**Call Meeting to Order; Pledge of Allegiance**

**Administrator Suhm verified the meeting was posted according to law.**

**Roll Call:**

President Timms called the meeting to order at 6:30 p.m.

Present: President Timms, Trustees Fred Douglass, Linda Kaplan, Forty Renucci, Scott Seager, Dusty Stanford and Ann Zess

Excused:

Others: Chief Boyes, DPW Miller, Administrator Suhm

**Citizen Participation**

Daniel Johnson, circuit court judge candidate, introduced himself and stated he would be present for the entire meeting and afterwards if there were any questions.

**Consent Agenda**

(One motion and second will approve all of the following items. Any item may be pulled from the list and voted on separately.)

- 1. Approval Minutes – February 1, 2016**
- 2. Consider approval of Special Event Application for Cream City Cycle Club, bike ride rest stop August 28, 2016 on Village Square**
- 3. Consider approval of Special Event Application from Women’s Club of East Troy for Annual Arts & Crafts Fair Saturday, June 11, 2016 on Village Square (list of vendors to follow)**
- 4. Consider approval of Special Event Permit to American Legion, Memorial Day Parade & Festivities, May 30, 2016 and waive all fees. (\$20 event, \$30 sound system rental, \$25 parade fee and refundable deposits of \$350)**

Trustee Stanford requested to pull item 2 from the consent agenda.

Trustee Kaplan noted a correction to the minutes, stating in the quarterly update from the East Troy Community Development Alliance (ETCDA) Derek D’Auria mentioned a wine and canvas event, however, it did not have anything to do with the ETCDA as it is an event sponsored by the Grist Mill.

Motion by Trustee Renucci, second by Trustee Douglass to approve the consent agenda with the correction to the minutes. Motion carried.

Trustee Stanford asked for clarification regarding who sponsors the Cream City Cycle Club event.

Motion by Trustee Stanford, second by President Timms to approve consent agenda item number 2. Motion carried.

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**Miscellaneous Business**

**1. Update from MLG on Business Park (TID 3) Marketing**

Vyatu Barcus presented a new quarterly industrial report MLG is producing. He stated the vacancy rate for the eight-county area has dropped to below 5% with Walworth County fluctuating between 1-2%. He also discussed a one-page handout he distributed at the meeting, stating for the six months ending December of 2015 they were only able to identify two land sales in Walworth County. One was in Darien and the other is in East Troy north of the BP station on Highway ES. It is anticipated this property will be annexed into the Village. The report focuses on commercial and primarily industrial lots and is not specific to MLG, but all relators. He stated they have had several recent inquiries related to land in the East Troy Business Park, two were for two-acre lots and one for a six-acre lot. He stated the majority of sales are occurring in Racine, Kenosha and Milwaukee Counties.

He also reviewed the status of properties previously occupied by Erik Buell Racing. There were three properties of which one is already occupied, one is available and the largest facility still contains assets from the company and the status is unknown.

**2. Consideration of recommendation from Plan Commission to approve conditional use for preexisting business (boat storage and repair, landscaping materials and related uses in Highway Business zoning district) located at 1948 Byrnes Street; Complete Pier & Lifts (Ryan Niegelsen)**

Motion by Trustee Renucci, second by Trustee Stanford to approve the Conditional Use permit for Complete Pier & Lifts. Motion carried.

**3. Consideration of request to budget in future years for holiday street decorations**

Trustee Kaplan discussed the budgetary numbers for holiday street decorations in the four corridors into the Village, which include Highway ES both east and west from the square, Highway 120 and Highway 20. She recommended not considering Highway 20 to Townline Road at this time because it will be resurfaced and at that time the poles will be moved. She and DPW Miller reviewed each area and suggested an alternating sequence of banners and silhouette or garland style decorations on the poles. The total amount for the banners and silhouette option came to \$38,662 for all four corridors, Highway 20 accounted for \$13,660 of that total. The total amount for the banners and garland option was \$26,338.00, Highway 20 accounted for \$9,334. Trustee Kaplan recommended the Village budget \$5,000 per year for maintenance after the initial purchase. The banners could be used year-round or rotated for different events.

The Board discussed labor associated with installing and removing holiday decorations. DPW Miller estimated a day of labor to install and another day to remove decorations. He stated the Village would need to secure use of a bucket truck for this. They also discussed potential funding options such as putting aside half of the funds for two years for the initial purchase, purchasing and installing in phases or utilizing fund balance. It

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was determined Trustee Kaplan will work on the budget for 2017 with DPW Miller pertaining to this project. Trustee Kaplan reminded the Board to be mindful there is a discount on the purchase if it is placed in January or February of any year.

**4. Consideration of Police Department Patch**

Chief requested removing item he is awaiting artwork for the patch.

**5. Consideration of Resolution 2016-01 authorizing execution of agreement for participation in the Illinois Fox River Group (IFRG)**

DPW Miller explained the advantage of participating in the intergovernmental agreement is the Village will receive a site-specific limit for phosphorus discharge. He explained for the first permit term the Village would require a variance. If the Village goes forward with this it can apply for a site specific limit and will remain at that number, which will not vary. The group will perform the science and testing on the stream to justify phosphorus is not affecting it. He noted the deadline within the draft agreement presented to the Board has been changed to March 31. Attorney Paul Kent drafted the agreement, Attorney Tim Pruitt reviewed it as well as Attorney Linda Gray. The Board expressed some concerns regarding the ability of the group to spend and commit funds and the maximum amount of financial obligation for the Village. DPW Miller explained it should be the \$5,000 noted in the agreement.

Motion by Trustee Stanford, second by Trustee Douglass to approve Resolution 2016-01 with the agreement and resolution pending signature until a response is received from Attorney Paul Kent.

The Board discussed calling Attorney Paul Kent and if he states the financial obligation would be a relatively minor amount of money, the agreement can be signed.

Vote on the Motion carried.

**6. Consideration of requiring department head goals for 2016**

Trustee Zess stated she supported department head goals. Trustee Renucci discussed limiting the number so they are not too much in addition to required job duties. The number of goals was discussed as well as the need for the goal to be something over and above their job description. President Timms stated it can be something that extends beyond one year as long as there is progress on the goal. Discussed adding further discussion of future goal requirements to the July Committee of the Whole meeting when the evaluation process is discussed.

Motion by President Timms, second by Trustee Stanford to require the three department heads to provide no fewer than three goals for 2016 or longer by the end of March. Motion carried.

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**7. Review of Auto-Renewal of Parking Lot Lease for Sky Knights**

Administrator Suhm explained Lorri Alexander, Deputy Clerk, had brought this to the Board as part of a project she is working on to organize contract files and track expiration and auto renewals. She explained although the rent has not changed in quite a while, Administration is not recommending a change because the area is only used in summer months, but paid for year-round and the parking area is grass, which is maintained by Sky Knights. The Board stated they would like the auto renewal brought back every two years for their review.

Motion by President Timms, second by Trustee Stanford to let the lease auto renew with no changes. Motion carried. Motion carried.

**8. Update on request for park and ride usage at airport parking lot from Wisconsin Coach Lines (Timms)**

President Timms explained although this item was placed on the agenda for the prior meeting, it did not require Board approval since the airport already serves as a park and ride. The required certificate of insurance has been submitted.

**Ordinances**

**1. 2016-01 – Adoption of Official Map**

**a. Public Hearing**

President Timms opened the public hearing at 7:18 p.m.

With no comments received from the public, he closed the public hearing.

**Consideration of Ordinance**

Motion by Trustee Stanford, second by Trustee Seager to approve ordinance 2016-01. Motion carried.

**2. 2016-02 – Authorizing Code Compliance Specialist to Issue Citations**

Motion by Trustee Stanford, second by Trustee Seager to approve Ordinance 2016-02. Motion carried.

**Reports**

1. **Emergency Services Minutes – 12/15/2015** – The Board was not able to open the minutes in their electronic packet. The report will be placed on the next agenda.
2. **Airport Advisory Committee Minutes – 1/11/2016** – Trustee Zess discussed conceptual plans for the future in the minutes. It was suggested the Village should consider whether it should build hangers to lease out.
3. **Plan Commission DRAFT Minutes – 2/8/2016**
4. **Village President's Report – January 2016** -
5. **Park & Rec Minutes – 1/26/16** – Trustee Stanford reported the commission held elections and Jim Holm stepped down from chairperson for the commission. Gary Budzien will be taking this position. He complimented the Director, Vickie Muszyski, on finding a service that will sell advertising and print the class brochure, saving quite a

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bit of money. Although, he stated they did not sell as many advertisements as anticipated. The commission also discussed potential pavilions, but the examples they looked at were too costly. At this time they are seeking a more cost effective way to do the project. The splash pad continues to be discussed.

**Closed session**

**Adjourn to closed session pursuant to Wis. Stats. 19.85(1)(c) considering evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility. (Department Heads)**

Motion by President Timms, second by Trustee Seager to adjourn to closed session pursuant to Wis. Stats. 19.85(1)(c). Motion carried on a roll-call vote at 7:26 pm.

**Adjourn**

Motion by President Timms, second by Trustee Stanford to adjourn at 8:06 p.m. Motion carried.

Respectfully Submitted,

Eileen Suhm  
Administrator