

**COMMITTEE MEMBERS PRESENT:** David DeGroot, Sonny Havn, Mark Gleason

**COMMITTEE MEMBERS ABSENT:** None.

**VILLAGE BOARD MEMEBERS PRESENT:** David DeGroot, Sonny Havn, Mark Gleason

Staff: J. Klappauf, V. Matter, Ron Meyer, Logan Martin, Chief Stedman, M. Pierce, Dan McHugh

**1. Roll Call**

The meeting was called to order at 2:00 p.m. by David DeGroot.

**2. Public Comment**

None.

**3. Approval of November 21, 2012 Minutes**

M. Gleason moved and S. Havn seconded that the minutes of April 15, 2015 are a matter of record. M. Gleason, S. Havn, and David DeGroot abstained from voting on them because they were not present at that meeting. All members abstained, but the minutes are a matter of record.

**4. 2012 Audit Update**

The state report was filed yesterday. The audit is going well and appears right on schedule. D. DeGroot moved and S. Havn seconded to accept the update as given. Motion carried 3-0

**5. Capital Drive Street Vacation & Sale of Village Land**

Floyd's Towing and Recovery at 1525 Durand Avenue and Richard Durgom owner of Dickie's located at 1537 Durand Avenue have submitted an offer to purchase four tax parcels between South Memorial Drive and Capital Drive created in 1991 by South Memorial Drive reconstruction. This would include a street vacation request of Capital Drive between Durand Avenue and Glendale Avenue.

The Village planning & engineering departments have had ongoing informal discussions with the two adjacent business owners relative to the street vacation and vacant village land purchases. The biggest concern is whether the land is contaminated. The land has more value to the adjacent landowners than to anyone else because they are not buildable properties.

M. Gleason moved and S. Havn seconded for discussion only. Motion carried (3-0)  
A lengthy discussion followed regarding the stipulations that should be placed on the sale of the property. The buyers of the property need to be made aware of the following:

- 1) This is an as is sale; 2) the buyer will be responsible for any clean up involved as far as contamination 3)Any legal expenses involved with the purchase of the property will be taken care of by the buyer 4)the legal notice of the vacation of Capital Drive will be paid for by the buyer.

M. Gleason moved and S. Havn seconded to allow the negotiation to sell the land to proceed forward, and that it be brought back to the full board for approval regarding sale of land, and that we have the previously mentioned questions answered when we bring it forward to the board. (Does the sale of land by the village require a simple majority or 2/3 vote or a super majority)) Motion carried 3-0.

The planning department will continue negotiations with the land owners to make sure these conditions are acceptable to them. It will take the planning department at least a month to answer all these questions.

#### **6. South Shore Fire Department (Personal Protective Equipment Purchase**

S. Havn moved and M. Gleason seconded to approve the purchase by the South Shore Fire Department for 10 sets of PPE clothing which (consists of a protective jacket and trousers) for the amount of \$15,471.90. Motion carried 3-0. This is already in the operating expense budget so the money is already provided for this purchase.

S. Havn stated we need to look at the policy of what actually should come before the Legal, Finance, License Committee. V. Matter stated presently it is if one item exceeds \$5,000. K. Wahlen stated if it is already approved in the budget it should not come back to the Committee. The policy we are now using needs to be brought to the committee for review.

#### **7. Police Department Entrance Signage**

Shortly, after moving to our new location it was discovered that additional signage was needed to guide visitors to the main police entrance during evening hours. The department is a 24/7 operation that also serves as a safe haven for someone seeking help or assistance. In February 2012, Village staff presented a signage modification proposal to the Finance, Legal, License Committee. At that time, no final determination was made. Staff has since obtained revised bids for the replacement of the existing "Police Department -24 Hour Entrance" signage at the main police entrance.

S. Havn moved and M. Gleason seconded to approve the signage for the low bid of Michael's Signs for \$4890 and the electric by Roman Electric for \$700.00 with the total being \$5,590.00. Motion carried 3-0. This will be funded via Law Enforcement Impact fees

(72-50-5000-2000) The \$4,890 will be for the design, fabrication and installation of a wall sign (24 HR ENTRANCE) at the building entrance that would be internally illuminated and clearly visible at night. The electrical connection work will account for the other \$700.

**8. Police Department K-9.**

The Police Department has one Police Dog (K-9) that was purchased in 2006. Because he is getting older, we need to begin training of a new (K-9) dog. In 2007 the Police Department was given a donation in the amount of \$30,000 to fund a K-9. Chief Majdoch decided at that time that this money would be put aside to fund the replacement of our current K-9 towards the end of his working career. An account was set up with Johnson Bank for this purpose. The total approximate cost of the K-9 and required training is \$18,000. With the previous donation of \$30,000 for the K-9 program, there will be sufficient funds to cover the purchase. They want to have this approved and set the officer up for training in the fall.

M. Gleason moved and S. Havn seconded to approve as stated. Motion carried 3-0.

**9. IT Intern Compensation**

The IT office has 2 interns that provide service and receive experience in an operating municipal network. J. Klappauf started the intern program several years ago and it has provided great service to the village. When the program started interns were paid ten dollars per hour as contract service providers. Existing Village procedure has any interns paid as outside contract personnel. Due to budget limitations the Intern compensation was cut. He has managed to recruit several interns who volunteered their services in exchange for the experience. Unfortunately, financial considerations have limited the amount of time they can devote to the Village as volunteers. The longer an intern stays with the village the more valuable he becomes. One of our interns will have to depart shortly due to financial considerations.

The IT Office has \$10,000 of unused funds in the IT Computer Support expense line, 10-51-5145-6030, intern compensation. We are under spent in that line by over \$10,000 and therefore it would not affect the 2013 budget. They would be paid out of the Accounts Payable office as outside contractors. He would like to pay them \$8.00 an hour for a total of 40 hours. Each one would be paid for 20 hours. This allows them to use this both as a part time job and at the same time they are able to fulfill their internship requirements. It would only run until December 31. It would not change the expenditure of the line item.

M. Gleason moved and S. Havn seconded to approve the \$8.00 an hour for 20 hours. Taken out of the line item that was specified.

S. Havn asked why this hadn't gone to the IT Committee. When it was brought up in April there was no meeting in May. The Committee hasn't met since the Election and has basically been shut down. They are providing support so they would fit into that line item. It is going from one segregated account to another. Klappauf stated they are not changing the account line. They are maintaining it within the line. IT compensation sounds different to Mr. Gleason than computer support. The line item was for computer support not for payment of interns.

M. Gleason would like to withdraw his motion and lay this over until the issue of change of purpose is clear. S. Havn said one of his interns will leave if this lays over for another month. He will have to start over from the beginning. It is not payroll related. It is accounts payable. Time is of the essence in order to keep his people.

M. Gleason stated he would withdraw his withdrawal to lay this over and go back to his original motion with stipulation that it comes out of the right account. Motion carried 3-0.

**10. Advanced Information Technology Support Agreement**

This is just an advisory. We do not currently have anybody in place to do this. We have an unfilled slot for outside advanced information services. This was put out as an RFP to more than 100 organizations. Two of them came back. The applicants are being reviewed by a 6 person committee consisting of: Jennifer Robers, Scott Geyer, Rob Richardson, Gary Feest, Mike Wienke, John Klappauf. After reviewing the applicants, DigiCorp was selected. They are in the process of negotiating a three year agreement. Over 3 years this could cost from \$77,000 - \$100,000. Until they get their agreements in place they can't move forward.

M. Gleason moved and S. Havn seconded to lay this over until the next meeting. It now goes to the Technology Committee and then to the administrator. It will then come back to the Finance Legal, License Committee and finally to the Board. Motion carried 3-0.

**11. Agreement to Settle 2011 & 2012 Claims for Excessive Assessment**

For both 2011 and 2012 Walgreen's appealed their assessments for their stores at 4901 Spring Street and 6125 Durand Avenue. For both years, the Board of Review sustained the assessments. Walgreens continued their appeal by filing a claim for excessive assessment with the Village. Again, their claim was denied and Walgreen's pursued an appeal to the Racine Circuit Court.

After two months of negotiations, we have reached a settlement that is acceptable to both sides. The Village will refund Walgreens \$91,940.36, however, we will charge back \$61,526.07 of that amount to the other taxing jurisdictions. The total exposure to the Village will be \$30,414.29. Dan McHugh and our attorney concur that it is in the best interest of the village to settle this excessive assessment. S. Havn moved and M. Gleason seconded for discussion only.. Single tenant drugstores are a unique property that investor's seek to buy. We have no comparable sales in this area. S. Havn moved and M. Gleason seconded to recommend the settlement to the Village Board. Motion carried 3-0..

## 12. Review Various Licenses

### Texas Roadhouse - One day Cabaret Permit

Ron Meyer and Veronica prior to Veronica's resignation had met with Texas Roadhouse regarding a fundraiser for the Racine Raiders on June 15 from 2:00 p.m. – 9:00 p.m. They plan to have an enclosed tent in their parking lot to serve their beer and ribs with barricades around the tent. They are planning to have music. Therefore, it is coming to the committee for a 1 day cabaret license approval for June 15, 2013 from 2:00 p.m. to 9:00 p.m. S. Havn moved and M. Gleason seconded to approve the cabaret license. Motion carried 3-0.

Tim Zarzecki stated in February they had a seizure of cash at Paradise West which was due to a tax issue. They apparently did not pay some type of taxes in a timely manner. A new owner has taken over Paradise, therefore it is now a mute issue.

The police department issued a citation to Pudgy's for selling to underage patrons. Tim Zarzecki will talk to Ed Bruner, village attorney, regarding this manner.

## 13. Adjourn

S. Havn moved and M. Gleason seconded to adjourn. Motion carried 3-0 and the meeting was adjourned at 3:30 p.m.

