

**VILLAGE OF PLEASANT PRAIRIE
PLEASANT PRAIRIE VILLAGE BOARD
PLEASANT PRAIRIE WATER UTILITY
PLEASANT PRAIRIE SEWER UTILITY**

**9915 - 39th Avenue
Pleasant Prairie, WI**

March 6, 2017

6:00 p.m.

A regular meeting of the Pleasant Prairie Village Board was held on Monday, March 6, 2017. Meeting called to order at 6:00 p.m. Present were Village Board members John Steinbrink, Kris Keckler, Steve Kumorkiewicz, Dave Klimisch and Mike Serpe. Also present were Michael Pollocoff, Village Administrator; Tom Shircel, Assistant Administrator; Jean Werbie-Harris, Community Development Director; Doug McElmury, Fire & Rescue Chief; Matt Fineour, Village Engineer; John Steinbrink Jr., Public Works Director; Sandro Perez, Inspection Superintendent; Craig Anderson, Recreation Director and Jane M. Romanowski, Village Clerk. No citizens attended the meeting.

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. PRESENTATION OF A SERVICE AWARD BY THE PLEASANT PRAIRIE HONOR GUARD TO DETECTIVE LAURA HOFFMAN.**

Paul Marik:

Good evening ladies and gentlemen. I know your time is valuable, and I appreciate you spending a little bit of it with us. The Village Board, Village department heads and members of the audience it is with great sorrow that I hereby announce the official retirement of Detective Laura Hoffman, Badge Number 151, from the Pleasant Prairie Police Department Ceremonial Honor Guard where she has served with distinction and merit for over a decade.

Detective Hoffman has participated in hundreds of events for the Honor Guard and was always my go to person when I needed someone to run a ceremony. I've never heard her say she couldn't make it or that she was too busy. And it's because of her that we are known and remembered nationally as she has received the respect of the Washington, D.C. Ceremonial Police Honor Guard. When you get kudos from the six men that carried the casket of Rosa Parks you're certainly something special, and Laura is to us.

The job of the Honor Guard is not an easy one. Every movement is choreographed and needs to be in time with the other members or we fail. Every step, every turn, every count must be flawless or we fail. The attention to detail is what separates us from other teams nationwide. And I believe it's probably why Detective Hoffman is such a good investigator.

We are the living embodiment of what it means to carry this shield, and we have the duty and privilege to represent our police departments in moments of great joy and, of course, moments of

Village Board Meeting
March 6, 2017

great sorrow. The emotional toll this takes on our members is also worth mentioning. After every law enforcement funeral for a fallen officer I can guarantee you that these men and women that you see at the back of the room sleep like they ran a marathon, and emotionally they have.

When a member of this team retires their white gloves the team is absent a critical members and, thus, the retiree receives their boat paddle. This is a tradition that was started in the military, and the philosophy is still braced by the Navy Seals and the Recon Marines. My thinking is that we're right on par with both of those entities, and so that's what we would do.

If you really wanted to see what it's like to be effective as a team get in a boat and row together. You'll quickly realize that the team needs to be working as one unit. They need to be rowing in sync with one another to make the boat as fast and effective as possible. If just one person is not rowing in sync it throws off the entire compass heading. In that boat every person is equal, every person is important, every person has a direct effect on the mission, and every missing oarsman is felt. Now, there's a vacant seat in our boat, and it will be tough to be filled with the same intensity that Detective Hoffman brought to the Guard. Laura, we wish you well, and I thank you for all you've done for us and with us on our journey together.

Your paddle has been crafted by officers of this department and members of the community. The handle is wrapped in Village colors representing the call you've received from your community. The patch has been seared into the paddle to represent the authority by which you serve. Your badge number is engraved on the top to represent how you alone had a direct effect on our mission. The challenge coins represent a job well done and a reminder to continue to answer the call. On behalf of the Pleasant Prairie Police Department Ceremonial Honor Guard it is with deep reverence that I would like to now present Detective Laura Hoffman with her paddle.

Laura Hoffman:

Thank you. I'll just be real quick. When I decided to retire from the Honor Guard it was a very tough decision, one I mulled over for several months. It's been one of the best parts of my career. The [inaudible], the dedication [inaudible]. And I'm very proud of the [inaudible] on the job. So thank you very much for everything.

John Steinbrink:

Thank you. Thank you, Paul, and thank to all of your officers for being here this evening. And we appreciate what you do. And, Laura, we especially appreciate your service over the years. I don't know if they put on there we have the whammy award the Village had, is that put on your paddle, too? Okay.

Michael Serpe:

Stick around for a photograph for Emily here, okay?

Village Board Meeting
March 6, 2017

5. CITIZEN COMMENTS

Jane Romanowski:

No citizens' comments tonight.

John Steinbrink:

Anybody wishing to speak under citizens' comments? That includes everybody in the back row. Now? Okay. Hearing none we'll close citizens' comments.

6. ADMINISTRATOR'S REPORT

Mike Pollocoff:

Mr. President, we were able to meet with Representative Kerkman to address some municipal issues through the League and then some local issues. And she's on her way. And then if anybody is available the only date we could arrange with Senator Wanggaard was March 13th at 9:30 in the morning. March 13th, a week from today.

Steve Kumorkiewicz:

Is he going to be here?

Mike Pollocoff:

Yeah. And, again, we have the legislative issues from the League that we want to talk about, and then some outstanding Village issues that we currently have before the State. And Representative Tod Ohnstad - we're still working on a date for him. And that's really primarily just for the municipal League of Municipality issues that we wanted to visit with him since he doesn't represent Pleasant Prairie. That's all I have for tonight.

John Steinbrink:

Okay, just a point there. I think the clocks change on the Saturday night before that. So make sure everybody turns their clock right so you don't miss that.

Mike Pollocoff:

Representative Kerkman might be able to change that before that happens.

John Steinbrink:

Okay, that would simplify life. Thank you, Mike.

7. NEW BUSINESS

A. Consider a Professional Service Agreement with AE2S to prepare a Water System Master Plan.

Matt Fineour:

Mr. President and members of the Board, this is a professional service agreement really to do a comprehensive water system master plan. Over the past I'd say decade we've obviously grown quite a bit. But what we're finding doing little studies with the water system is that we're really needing to look at the system on a holistic level, the whole Village and basically from the existing demands all the way out to the future demands.

And what we're proposing on doing is taking a look at the existing system plus future growth in increments so we know what those improvements are going to need to be over time. So as more land gets developed and we get more water demands out there we do know that our water system is going to need improvements. What exactly those improvements are have not been truly identified. But what we'd like to do is take the system from today in increments, basically we'll take five year increments of growth to build out. That way we know what needs to be done and at what times they need to be done. And what we propose on doing then is once we've identified those improvements is to be able to bank that into kind of a needs analysis.

So when development occurs if they have an impact on that system we can start collecting money for future improvements that are identified. Some of these things come about because we are looking at the water system as development occurs. AE2S has done water modeling for us in the past. They've actually water modeled when we stuck the 20 inch water main across I-94 to the Uline area, that was done really to make sure that Uline had fire flow capacity that they needed. They've also modeled area over by the Sheridan Road water extension that we did last year on that. So, again, it is a comprehensive plan for the ultimate build out of the Village and to take a look at that. So if there's any question I could answer that.

AE2S in itself has done a fabulous job for us in the past. They're really the third company that we've used for water modeling. We utilized one engineering company for water modeling before I started here back in 2007 or '08. That was in the Uline area. Again, at that time the model wasn't set up correctly, wasn't calibrated. We've also used another company to look at the emergency connections in the Village besides AE2S. AE2S and the reason we're utilizing them is they've shown that not only do they know how to water model, they know our system, they know how to essentially communicate with not only myself but with the public works department in what the operations is. And they provide a good product, and they've shown that they can truly understand the system and the needs of it. So we're recommending that we hire AE2S to do the comprehensive master plan for \$110,700. That's a not to exceed the amount.

Michael Serpe:

Matt, when we do this do we take into consideration the extension into Bristol?

Village Board Meeting
March 6, 2017

Matt Fineour:

We do. That is one of the items that is in there that we know will impact the system in the future. So those demands for future Bristol service would be included in there.

Michael Serpe:

So we're going to go for the maximum use including what Bristol may need.

Matt Fineour:

Exactly, yes.

Michael Serpe:

That's good. Good. I move approval of the \$110,700.

Steve Kumorkiewicz:

Second.

John Steinbrink:

Motion by Mike, second by Steve. Any further discussion?

Dave Klimisch:

Yeah, what kind of suggestions and input would you expect from the study, action items that we could do?

Matt Fineour:

For action items what we could do what I'm anticipating is, for example, right now our average daily demand is around two million gallons a day. Our system can go all the way up to 13 plus million gallons a day is what it was kind of set up for that way. So as we grow from two million to four million to six million there are going to be improvements as that demand increases. So, for example, one improvement might be we need another transmission main from the Sheridan Road reservoir out to the 93rd reservoir, for example, when we hit let's say four million gallons a day.

So what we're looking at is improvements over time as the future growth increases. So what I expect is a list of improvements that are needed and basically prioritized as we see growth increasing. So we go from existing system to ultimate system in an organized fashion knowing what improvements are needed as we go along.

Village Board Meeting
March 6, 2017

Mike Pollocoff:

I think the key thing that really gives us also is it gives us the data we need to create a needs assessment in order to levy an impact fee. Because right now new development catches a free ride on water infrastructure improvements. And the Public Service Commission is really pushing people away from connection fees rather than doing a needs assessment for an impact fee because that's a little more encompassing, and you're able to use the ability to kind of stratify what the fees are based on those users. And without having a sound study we're not going to be able to take that water master plan and then push that into a needs assessment so we can get that done as well. I think before we get onto our next growth spurt I think that's a process the Village should go through to lessen the impact on the existing rate payers.

Michael Serpe:

Could we collect anything but whatever usage Bristol uses? We can't charge them for any engineering fees that we're going to be doing here, can we?

Mike Pollocoff:

Right now we don't have anything in our agreement with Bristol. We do a sanitary sewer but not water because at the time they said they didn't want water from us. But I think we're going to be having some negotiations coming up with some items, maybe we include that as part of the project.

Steve Kumorkiewicz:

I've got one question. If this study is going to be [inaudible] in the comprehensive plan that we [inaudible] in 2010?

Mike Pollocoff:

Yes. And I think it's going to be one of the foundations of it.

Matt Fineour:

Correct. When we look at the growth of the Village we're utilizing the 2035 Master Plan for the Village, yes. So we know that future industrial areas or future residential areas that's accommodated for.

Steve Kumorkiewicz:

Okay, thank you.

John Steinbrink:

Village Board Meeting
March 6, 2017

Other comment or question?

SERPE MOVED TO APPROVE A PROFESSIONAL SERVICE AGREEMENT WITH AE2S TO PREPARE A WATER SYSTEM MASTER PLAN IN AN AMOUNT NOT TO EXCEED \$110,700; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 5-0.

B. Consider the request of Fountain Ridge LLC to release Draw No. 1 of the Letter of Credit for the Fountain Ridge development.

John Steinbrink, Jr.:

Mr. President and members of the Board, the Village has conducted a review of the payment requests for public improvements in Fountain Ridge shown on the screen above. It's on the southwest corner -- I'm sorry, northwest corner of Bain Station and Highway H. Next slide. The sanitary improvements shown on this slide are highlighted in green. These are what the owner has completed and looking to get reimbursed from.

And so Village staff has gone through and reviewed all of the information making sure that they had a current posted security, the work completed to date and conformance to plan specifications, inspection reports and engineer's reports. We had done some field visits and estimated costs of work remaining. Payments have already been made to the subcontractor by the owner for all the work completed, and lien waivers have been provided.

So enclosed in your packet there was a draw request number 1 from Fountain Ridge LLC. And the Village construction staff has reviewed the request. And based on recent inspection of the site and a construction observations report I do recommend payment as follows: Work completed to date was \$131,802.72. We do hold a 15 percent retainage of \$19,770.41 which makes recommended payment to release to the owner of \$112,032.31. All the exhibits should have been included in your packet. And I do recommend draw request number 1 to Fountain Ridge LLC.

Kris Keckler:

So moved.

Dave Klimisch:

Second.

John Steinbrink:

Motion by Kris, second by Dave. Further discussion?

Steve Kumorkiewicz:

That's only for the sewer then?

Village Board Meeting
March 6, 2017

John Steinbrink, Jr.:

That's correct. It is only for sewer. The title company is holding \$1.73 million for the entire cost of all the public improvements for the development. And so on the third Monday of every month we'll probably have another draw on a regular basis until the project is complete.

Steve Kumorkiewicz:

Okay, thank you, John.

John Steinbrink:

Further comments or question?

KECKLER MOVED TO APPROVE THE REQUEST OF FOUNTAIN RIDGE LLC TO RELEASE DRAW NO. 1 OF THE LETTER OF CREDIT FOR THE FOUNTAIN RIDGE DEVELOPMENT IN THE AMOUNT OF \$112,032.31; SECONDED BY KLIMISCH; MOTION NCARRIED 5-0.

8. VILLAGE BOARD COMMENTS

John Steinbrink:

Chief, great article on the new apparatus. It's pretty impressive. It looks like it's going to take a lot of training because it's a valuable piece of equipment not only from the monetary standpoint but from the operational standpoint. Your official training is done and now you're on your own training, is that it?

Chief McElmury:

We probably have another month of training.

John Steinbrink:

And which fire station gets graced with the new machine?

Chief McElmury:

It will be at Station No. 2.

John Steinbrink:

So if I'm stranded on top of my silo you can rescue me? Good. I really appreciate that walk in thing. That is kind of nice. Days of climbing are over.

Village Board Meeting
March 6, 2017

Michael Serpe:

Mike sent out, and Jean gave me a copy as well, the *News Sun* from Illinois complimenting Pleasant Prairie for the progress that we're making on the industrial park and all the businesses that we're attracting from Illinois coming into Wisconsin. I sent that out to a lot of people in my email list as well, and I got a lot of responses. They're giving a lot of credit obviously to the Village. But the person that gets most of the credit is sitting right to my left and it's Mike. And the latest thing with the Abbott purchase I can't say enough about this man's qualities and what he's done for the Village. So keep it up Mike.

I know we're amongst friends right now. It's coming to an end, but I can't say enough about your involvement with this Village and what it's done not only for the Village but what it's done for the region. Northern Illinois into Kenosha west to Bristol, I mean Pleasant Prairie has graced their presence in a big area. And, Mike, you get most of that credit.

9. ADJOURNMENT

**SERPE MOVED TO ADJOURN THE MEETING; SECONDED BY KECKLER;
MOTION CARRIED 5-0 AND MEETING ADJOURNED AT 6:25 P.M.**