VILLAGE OF PARK RIDGE
BOARD MEETING MINUTES
May 20, 2024

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MEETING CALLED TO ORDER – President Steve Menzel called the Park Ridge Village Board to order at 5:30 pm. The Village Board meeting was held in person at the Village Hall. After the recitation of the Pledge of Allegiance by members present, a roll call was taken. Trustees Barb Friedrich, Gordon Renfert, Kristin Paulson, Dan Holloway and Steve Menzel and interim clerk Shanna Behrend were present. Resident Shawn Paulson attended via Zoom.

AGENDA ITEM #1 - APPROVAL OF THE MAY AGENDA – Menzel asked the Board members if there were any changes regarding the May agenda. Friedrich made a motion to approve, with no changes. Renfert seconded the motion. Motion carried by voice vote, with no negative votes.

AGENDA ITEM #2 – PUBLIC COMMENT PERIOD - The public comment section was opened to anyone who wished to speak on any agenda item. No comments were made.

AGENDA ITEM #3 – PUBLIC COMMENT PERIOD - The public comment section was opened to anyone who wished to speak on any non-agenda item. Trustee Paulson discussed having Park Ridge t-shirts and sweatshirts made locally. Paulson said that she would look into it and get any relevant information.

AGENDA ITEM #4 – REVIEW & APPROVE BOARD MEETING MINUTES FROM April 15, 2024 – Holloway and Paulson had some minor changes. Holloway motioned to approve the minutes with the edits mentioned. Seconded by Paulson. Motion carried by voice vote, with no negative votes.

AGENDA ITEM #5 – REVIEW & APPROVE SPECIAL BOARD MEETING FROM APRIL 24, 2024 – Friedrich made the motion to approve the minutes. Seconded by Renfert. Motion carried by voice vote, with no negative votes.

AGENDA ITEM #6 – REVIEW AND ACCEPT APRIL TREASURER'S REPORT –Menzel had questions about how the loans are reported on the profit/loss report. Friedrich asked about the recurring charge on clerk Behrend's credit card. Clerk Behrend will look into these issues. Renfert made a motion to approve the treasurer's report. Friedrich seconded motion. Roll call was taken, Friedrich – yes, Renfert – yes, Paulson – yes, Holloway – yes, Menzel – yes.

AGENDA ITEM #7 – REVIEW AND APPROVE APRIL & MAY BILLS/PAYMENTS – Paulson asked if residents could license their dogs after the deadline of March 31. Clerk Behrend said it is possible, but that there is a late fee. New dogs do not pay a late fee. Paulson made the motion to approve the bills. Seconded by Holloway. Roll call was taken, Renfert – yes, Paulson – yes, Holloway – yes, Friedrich – yes, Menzel – yes.

DISCUSSION AND/OR POSSIBLE ACTION ON THE FOLLOWING ITEMS:

AGENDA ITEM #8 – UPDATE ON DOT GRANT APPLICATIONS – Menzel stated that the Village received both grants that were applied for. The LRIP (Local Road Improvement Program) grant in the amount of $400,000, which is 43% of the eligible part of the project, which is $910,000. The eligible part includes road work only, not the water mains and hydrants. The total amount for this project, which is Hillcrest Avenue and north Greenbriar Avenue, is estimated at $2,000,000. The federal grant, the STP Urban grant, is $806,600. This project includes Ridgewood Drive and the south half of Greenbriar Avenue estimated at a cost of $1,868,000. The cost of both projects for the Village is roughly $2,500,000. The next step is to explore financing options and the timing needs for the use of the grants and scheduling the projects.

AGENDA ITEM #9 – PARK RIDGE DRIVE SPEED LIMIT RECOMMENDATIONS – Menzel composed a letter to send to the city of Stevens Point regarding a recommendation for the speed limit on Park Ridge Drive. Menzel made a motion to approve the letter, seconded by Holloway. Motion carried by voice vote, with no negative votes.

AGENDA ITEM #10 – REVIEW CITIZEN COMPLAINTS; PUD (Planned Unit development) JUNK PILE, PARKING ON RESIDENTIAL LOT – The board discussed complaints from residents about the stuff piled on the lot on the northwest corner of Green Avenue and Park Ridge Drive and another complaint about the number of cars parked on a lot of a residence. The board will address this issue with the new Right-of-Way ordinance currently being developed. The board will also ask the building inspector to speak with the owner of the lot on Green Avenue.

AGENDA ITEM #11 – DISCUSS REPLACEMENT FOR HANGING FLAGS – Resident Thom Patton is unable to hang the flags in the village this year due to an injury. Friedrich said she would ask Matt Chitwood if he would help.

AGENDA ITEM #12 – DISCUSS PAINTING THE CLERK'S OFFICE – The board discussed painting the interior of the clerk's office and where the funds would come from. The clerk had already received two bids and was given names of more options to contact.

AGENDA ITEM #13 – THE BOARD MAY CONSIDER A MOTION TO GO INTO CLOSED SESSION PURSUANT TO WISCONSIN STATUTES SECT. 19.85(1) (C) CONSIDERING EMPLOYMENT, PROMOTION, COMPENSATION OR PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY TO WIT: VILLAGE CLERK/TREASURER POSITION – Paulson made the motion to go into closed session, seconded by Friedrich. Roll call was taken, Paulson – yes, Holloway – yes, Friedrich – yes, Renfert – yes, Menzel – yes.

AGENDA ITEM #14 – THE BOARD WILL RECONVENE IN OPEN SESSION IMMEDIATELY FOLLOWING THE CLOSED SESSION AND TAKE ACTION, IF ANY, ON MATTERS DISCLOSED IN CLOSED SESSION – Holloway made the motion to go into open session, Seconded by Friedrich. Roll call was taken, Friedrich – yes, Renfert – yes, Paulson – yes, Holloway – yes, Menzel – yes. Paulson then made a motion to extend an offer to the treasurer candidate as discussed in closed session. Seconded by Friedrich. Roll call was taken, Paulson – yes, Renfert – yes, Holloway – yes, Friedrich – yes, Menzel – yes. Paulson made the motion to publish the press release no sooner than May 31, 2024, as discussed in closed session. Seconded by Friedrich. Roll Call was taken, Holloway – yes, Renfert – yes, Friedrich – yes, Paulson – yes, Menzel – yes.

AGENDA ITEM #15 – SET DATE FOR NEXT BOARD MEETING – The date is set for June 17, 2024, at 5:30 pm.

ADJOURN - The meeting adjourned at 7:34

SHANNA BEHREND
INTERIM VILLAGE CLERK

STEVE MENZEL
VILLAGE PRESIDENT