VILLAGE OF PARK RIDGE
BOARD MEETING MINUTES
September 18, 2023

****

MEETING CALLED TO ORDER – President Steve Menzel called the Park Ridge Village Board to order at 5:31 pm. The Village Board meeting was held in person at the Village Hall and via Zoom. 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 President Menzel were present. Clerk Katie McKelvey and Dan Knoeck from MSA were also present.

AGENDA ITEM #1 - APPROVAL OF THE SEPTEMBER AGENDA – Menzel asked the Board members if there were any changes regarding the September agenda. Renfert made a motion to approve, with no changes. The motion was seconded by Holloway. 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. No comments were made.

AGENDA ITEM #4 – REVIEW & APPROVE BOARD MEETING MINUTES FROM AUGUST 21, 2023 – After some minor changes, Friedrich moved to approve the August minutes. Paulson seconded the motion. Motion carried by voice vote, with no negative votes.

AGENDA ITEM #5 – REVIEW AND ACCEPT AUGUST TREASURER'S REPORT - Friedrich made a motion to approve the Treasurer's report. Motion seconded by Renfert. Roll call was taken, Paulson – Yes, Holloway – yes, Friedrich – yes, Renfert – yes, Menzel – yes.

AGENDA ITEM #6 – REVIEW AND APPROVE AUGUST & SEPTEMBER BILLS/PAYMENTS – Holloway made the motion to approve the payment of the bills. Seconded by Friedrich. Roll call was taken, Renfert – yes, Paulson – yes, Holloway – yes, Friedrich – yes, Menzel – yes.

AGENDA ITEM #7 – APPROVE OPERATORS LICENSES – Friedrich made motion to approve the Operator's Licenses. Seconded by Paulson. Motion carried by voice vote, with no negative votes.

DISCUSSION AND/OR POSSIBLE ACTION ON THE FOLLOWING ITEMS:

AGENDA ITEM #8 - MSA UPDATE – CAPITAL IMPROVEMENT PLAN PROGRESS REPORT – Dan Knoeck provided an update from the original draft of the project plan in August. Plan is driven by water main and hydrant priority. Additional hydrants have been added to the plan (due to state statues) since the original plan was developed.

- Project One - Hillcrest & Greenbriar - get the water main from existing hydrant location up Greenbriar to connect at Stevens Point water main on Park Ridge Dr. - 2025
- Project Two – Complete the lower loop, consisting of Ridgewood and Greenbriar - 2028
- Project Three - Fieldcrest – 2030
- Project Four – Ferndale – 2032

MSA has included some Street Resurfacing Projects, based on pavement ratings and traffic:

- Sunrise Ave down to Fieldcrest - 2031
- Sunset Ave - 2033
- Linwood is another street to be considered.

- Total cost of the project is $6.2 Million over a 10-year plan.
- Grants available through the Dept of Transportation for roughly $1.55 Million, leaving a balance of $4.65 Million debt to the village.
    - Grant funding open now from STP (Surface Transportation Program) Urban program – Federal funds used for local streets; Application due October 27, 2023
    - Grant application available this fall through the Local Road Improvement Program (LRIP)

Draft

    - Recommended to select an Engineering firm during the process to put together an RFP Solicitation for Design & Engineering Services
    - Special Board Meeting to be held on Monday, September 25, 2023, at 4:00pm to vote on MSA proposal for LRIP; Discuss proposals for grant writing services.
- Postponing street lighting updates is an option to reduce costs, currently estimated at $900,000.

AGENDA ITEM #9 – 2024 BUDGET UPDATE– Meeting with Accountant on 9/27/23; Budget to be finalized by end of October.

AGENDA ITEM #10 – DISCUSS FALL NEWSLETTER – Discussed potential items to be noted in the Fall Newsletter; Goal is to get it out sometime late October / early November.

AGENDA ITEM #11 – FALL TREE PRUNING ON VILLAGE STREETS – Snowplow services advised the Village that some trees need to be pruned. President Steve Menzel met with and received a quote from Zblewski Brothers; Quoted $20,000. President Menzel is meeting with Affordable Tree Care next week to obtain a quote from them as well. Trustee Friedrich suggested adding a budgeted amount for future tree pruning.

AGENDA ITEM #12 – TRICK OR TREAT 2023 – Tuesday, October 31st from 5:00pm - 8:00pm

AGENDA ITEM #13 – SANTA 2023 – Clerk Katie McKelvey communicated with the Stevens Point Fire Department regarding their availability – we are to select a date/time and they will make it work; Volunteers are needed (2 Santas and 2 Elves); Donations will be accepted; Trustee Paulson to provide a tentative date; Need to reach out to Washington school to verify no conflicts in dates.

AGENDA ITEM #14 – SET DATE AND TIME OF NEXT BOARD MEETING – Monday, October 16, 2023, 5:30pm

The meeting adjourned at 7:05 pm.

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KATIE MCKELVEY
VILLAGE CLERK

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STEVE MENZEL
VILLAGE PRESIDENT

Draft

VILLAGE OF PARK RIDGE
SPECIAL BOARD MEETING MINUTES
September 25, 2023

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MEETING CALLED TO ORDER – President Steve Menzel called the Park Ridge Village Board to order at 4:00 pm. The Village Board meeting was held via Zoom. After the recitation of the Pledge of Allegiance by members present, a roll call was taken. Trustees Barb Friedrich, Dan Holloway, Kristin Paulson, and President Menzel were present. Clerk Katie McKelvey, Residents Daniel O'Neil and Brian Kozlowski, and Dan Knoeck from MSA were also present. Trustee Gordon Renfert later connected via Zoom.

AGENDA ITEM #1 - APPROVAL OF THE SEPTEMBER SPECIAL MEETING AGENDA – Menzel asked the Board members if there were any changes regarding the September Special agenda. Holloway made a motion to approve, with no changes. The motion was seconded by Friedrich. 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. No comments were made.

AGENDA ITEM #4 – REVIEW & APPROVE MSA proposal for LRIP (Local Road Improvement Program) grant application – Application due November 1, 2023; Cost of $2,500; Friedrich moved to accept the proposal, seconded by Paulson. Roll call was taken, Paulson – yes, Renfert – yes, Holloway – yes, Friedrich -yes, Menzel – yes.

AGENDA ITEM #5 – REVIEW AND DISCUSS PROPOSALS FOR GRANT WRITING SERVICES FOR STP (Surface Transportation Program) grant application – Request for Qualifications were sent to three consulting firms; We received one from MSA, no others responded. After some discussion, Holloway made a motion to accept MSA's Statement of Qualifications and use the firm for our grant writing and application process. Motion seconded by Renfert. Roll call was taken, Friedrich – Yes, Renfert – yes, Paulson – yes, Holloway – yes, Menzel – yes.

AGENDA ITEM #6 – REVIEW AND APPROVE ESTIMATES FOR FALL TREE PRUNING ON VILLAGE STREETS – Estimate received from Zblewski Brothers was $20,000-$25,000. Estimate received from Affordable Tree Care was $5,000. Holloway made the motion to move forward with Affordable Tree Care for the pruning of the trees in the village. Seconded by Friedrich. Roll call was taken, Holloway – yes, Friedrich – yes, Renfert – yes, Paulson – yes, Menzel – yes.

The meeting adjourned at 5:01 pm.

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KATIE MCKELVEY
VILLAGE CLERK

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STEVE MENZEL
VILLAGE PRESIDENT

Draft

VILLAGE OF PARK RIDGE
SPECIAL BOARD MEETING MINUTES
October 3, 2023

****

MEETING CALLED TO ORDER – President Steve Menzel called the Park Ridge Village Board to order at 4:00 pm. The Village Board meeting was held at the Village Hall and via Zoom. After the recitation of the Pledge of Allegiance by members present, a roll call was taken. Trustees Barb Friedrich, Gordon Renfert, Dan Holloway and President Menzel were present in-person, Trustee Kristen Paulson was present via Zoom. Clerk Katie McKelvey was also present.

AGENDA ITEM #1 - APPROVAL OF THE SEPTEMBER SPECIAL MEETING AGENDA – Menzel asked the Board members if there were any changes regarding the September Special agenda. Friedrich made a motion to approve, with no changes. The motion was seconded by Renfert. 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. No comments were made.

AGENDA ITEM #4 – DISCUSS APPROVAL OF EXPENDITURES FOR THE STP URBAN GRANT APPLICATION FOR RIDGEWOOD & GREENBRIAR – Cost of this grant writing application is higher at $5,000. Friedrich motioned to approve, Paulson seconded the motion. Roll call was taken, Friedrich – yes, Renfert – yes, Paulson – yes, Holloway -yes, Menzel – yes.

The meeting adjourned at 5:34 pm.

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KATIE MCKELVEY
VILLAGE CLERK

_____
STEVE MENZEL
VILLAGE PRESIDENT

Draft

VILLAGE OF PARK RIDGE
Balance Sheet
As of September 30, 2023

	Sep 30, 23
ASSETS	
Current Assets	
Checking/Savings	
11110 · Checking	1,000.00
11310 · Operating Account	78,379.45
11340 · Reserve Account-Pineries	
11341 · Reserve Account-Pineries (AR...	19,832.13
11340 · Reserve Account-Pineries - Ot...	10,767.84
Total 11340 · Reserve Account-Pineries	30,599.97
11343 · Pineries MM# 8005-467-9	141,394.13
11345 · Reserve Account-Bank of Amhe...	10,003.03
11350 · CD Account	104,104.94
11360 · Petty Cash	200.00
Total Checking/Savings	365,681.52
Accounts Receivable	
1200 · Accounts Receivable	-403.00
Total Accounts Receivable	-403.00
Other Current Assets	
12100 · Taxes Receivable	198,073.62
Total Other Current Assets	198,073.62
Total Current Assets	563,352.14
TOTAL ASSETS	**563,352.14**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
2037 · Village Credit Card-Shanna 1953	-322.46
2046 · Village Credit Card - Katie2258	-58.80
Total Credit Cards	-381.26
Other Current Liabilities	
2100 · State W/H Tax	306.39
21511 · Federal W/H Tax	589.00
24700 · Due other taxing authorities	209,243.69
Total Other Current Liabilities	210,139.08
Total Current Liabilities	209,757.82
Total Liabilities	209,757.82

	Sep 30, 23
Equity	
3010 · Office Equipment Reserve	82.68
3015 · Fire Department Reserve	5,892.66
3018 · Street Reserve	638.28
3020 · Sewer Reserve	2,500.00
3025 · Reassessment Reserve	9,000.00
3045 · FD Fundraising/Donation Reserve	6,952.65
3060 · Disaster Reserve	1,000.00
3070 · Santa Visit Reserve	50.00
34100 · General Undesignated Fund Bal	103,265.36
3900 · Retained Earnings	216,038.78
Net Income	8,173.91
Total Equity	353,594.32
TOTAL LIABILITIES & EQUITY	**563,352.14**

VILLAGE OF PARK RIDGE
Revenues & Expenses Budget vs. Actual
January through September 2023

	Jan - Sep 23	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
41110 · Local Tax Levied	201,414.91	201,415.00	-0.09	100.0%
43410 · Shared Revenues	1,901.39	12,676.00	-10,774.61	15.0%
43420 · Fire Insurance	2,821.32	2,400.00	421.32	117.6%
43430 · Exempt Computer Aid	462.47	461.00	1.47	100.3%
43440 · Personal Property Aid	539.12	270.00	269.12	199.7%
43450 · State Video (Cable) Aid	3,192.97	1,700.00	1,492.97	187.8%
43531 · Transportation Aid	10,092.36	12,974.00	-2,881.64	77.8%
44110 · Liquor and Malt Beverage	915.00	1,000.00	-85.00	91.5%
44120 · Cigarette/Bartender's Licenses	1,150.00	1,000.00	150.00	115.0%
44200 · Dog Licenses	330.00	500.00	-170.00	66.0%
44300 · Building Permits/Inspections	2,122.84	0.00	2,122.84	100.0%
44400 · Zoning/Variance Fees	200.00	200.00	0.00	100.0%
44500 · Cable Franchise Fees	4,519.37	7,000.00	-2,480.63	64.6%
46100 · General Government	45.00	100.00	-55.00	45.0%
48100 · Interest	2,354.28	500.00	1,854.28	470.9%
48200 · CD Interest	0.00	500.00	-500.00	0.0%
48302 · Sale of Fire Equipment	36,850.36			
48900 · Miscellaneous Income	1,581.03	0.00	1,581.03	100.0%
48905 · Late Fees	5.00	0.00	5.00	100.0%
Total Income	270,497.42	242,696.00	27,801.42	111.5%
Expense				
51100 · Village Board				
5110001 · President Salary	1,883.88	3,768.00	-1,884.12	50.0%
5110002 · Trustee Salary	2,153.00	3,445.00	-1,292.00	62.5%
5110003 · Santa Visit	0.00	350.00	-350.00	0.0%
5110004 · League of Municipalities Dues	0.00	400.00	-400.00	0.0%
5110005 · Miscellaneous	0.00	900.00	-900.00	0.0%
5110006 · Board Expenses	0.00	1,850.00	-1,850.00	0.0%
Total 51100 · Village Board	4,036.88	10,713.00	-6,676.12	37.7%
51300 · Legal	4,800.00	4,000.00	800.00	120.0%
51410 · Clerk/Treasurer				
5141001 · Clerk Compensation	29,928.51	39,500.00	-9,571.49	75.8%
5141002 · Mileage and Expense	617.66	0.00	617.66	100.0%
5141006 · General Office Supplies	3,243.23	6,000.00	-2,756.77	54.1%
5141007 · Training	500.00	1,500.00	-1,000.00	33.3%
5141010 · Tax Collection Fee	1,438.78	1,200.00	238.78	119.9%
5141011 · Villagewide Mailing	886.31	0.00	886.31	100.0%
5141013 · Treasurer Bond	1,407.00	0.00	1,407.00	100.0%
5141016 · Accounting Consultation	205.60	3,000.00	-2,794.40	6.9%
5141022 · Dues & Subscriptions	1,596.79	0.00	1,596.79	100.0%
5141025 · Background Checks	140.00	0.00	140.00	100.0%
5141026 · Treasurer Compensation	0.00	6,000.00	-6,000.00	0.0%
5141027 · IT Services	500.00	2,000.00	-1,500.00	25.0%
Total 51410 · Clerk/Treasurer	40,463.88	59,200.00	-18,736.12	68.4%
51420 · Elections				
5142001 · Inspectors	1,021.75	2,000.00	-978.25	51.1%
5142002 · Election Expenses	49.50	0.00	49.50	100.0%
5142006 · Election Equipment	0.00	1,000.00	-1,000.00	0.0%
Total 51420 · Elections	1,071.25	3,000.00	-1,928.75	35.7%
51430 · Publication Fees	130.20	0.00	130.20	100.0%
51510 · Accounting				
5151001 · Reporting (Form C)	1,850.00	750.00	1,100.00	246.7%
Total 51510 · Accounting	1,850.00	750.00	1,100.00	246.7%
51530 · Assessment of Property				
5153001 · Assessor Contract	2,900.00	5,800.00	-2,900.00	50.0%
5153004 · Bd of Review Notice Publication	128.35	0.00	128.35	100.0%
Total 51530 · Assessment of Property	3,028.35	5,800.00	-2,771.65	52.2%
51600 · Village Hall				
5160001 · Maintenance Compensation	1,260.00	3,000.00	-1,740.00	42.0%
5160004 · Utilities	1,823.65	3,000.00	-1,176.35	60.8%
5160005 · Supplies and Equipment	8,246.13	2,500.00	5,746.13	329.8%
5160006 · Repairs & Maintenance	1,257.90	0.00	1,257.90	100.0%
Total 51600 · Village Hall	12,587.68	8,500.00	4,087.68	148.1%
51910 · Uncollectible Taxes	152.03	0.00	152.03	100.0%

VILLAGE OF PARK RIDGE
Revenues & Expenses Budget vs. Actual
January through September 2023

	Jan - Sep 23	Budget	$ Over Budget	% of Budget
51938 · Insurance				
5193801 · General Liability	6,831.00	1,300.00	5,531.00	525.5%
5193802 · Local Gov't Property	0.00	1,000.00	-1,000.00	0.0%
5193804 · Public Officials Liability	0.00	1,000.00	-1,000.00	0.0%
Total 51938 · Insurance	6,831.00	3,300.00	3,531.00	207.0%
52100 · Crossing Guard	2,096.48	3,500.00	-1,403.52	59.9%
52205 · Fire & EMS Protection				
5220521 · Fire Protection & EMT Contract	74,366.49	1,500.00	72,866.49	4,957.8%
5220523 · Firefighter Compensation	0.00	97,200.00	-97,200.00	0.0%
52205 · Fire & EMS Protection - Other	802.00			
Total 52205 · Fire & EMS Protection	75,168.49	98,700.00	-23,531.51	76.2%
52400 · Building Inspection	3,107.73	800.00	2,307.73	388.5%
52450 · Zoning Administration	370.61	550.00	-179.39	67.4%
53311 · Street Maintenance				
5331101 · Snow Plowing	16,419.56	27,000.00	-10,580.44	60.8%
5331102 · Grading	0.00	500.00	-500.00	0.0%
5331103 · Street Maintenance	6,004.12	2,000.00	4,004.12	300.2%
5331105 · Street Repair	0.00	10,000.00	-10,000.00	0.0%
5331107 · Tree & Branch Removal	0.00	2,500.00	-2,500.00	0.0%
5331110 · Flags & Banners	0.00	1,500.00	-1,500.00	0.0%
5331113 · Engineering	25,160.00	0.00	25,160.00	100.0%
Total 53311 · Street Maintenance	47,583.68	43,500.00	4,083.68	109.4%
53420 · Street Lighting				
5342001 · Electric & Maintenance	9,458.58	11,000.00	-1,541.42	86.0%
5342004 · Digger Requests	1,566.29	4,000.00	-2,433.71	39.2%
Total 53420 · Street Lighting	11,024.87	15,000.00	-3,975.13	73.5%
53620 · Garbage Collection				
5362001 · Garbage Collection	23,687.19	29,000.00	-5,312.81	81.7%
5362002 · Fall Large Item Pick-up	0.00	800.00	-800.00	0.0%
Total 53620 · Garbage Collection	23,687.19	29,800.00	-6,112.81	79.5%
53635 · Recycling cost				
5363501 · Recycling Collection	6,875.15	9,000.00	-2,124.85	76.4%
5363503 · Yard Waste Drop Off	5,200.00	5,200.00	0.00	100.0%
Total 53635 · Recycling cost	12,075.15	14,200.00	-2,124.85	85.0%
54100 · Humane Society Contract	1,230.04	800.00	430.04	153.8%
55200 · Parks Dept. Pledge ($5.50/per)	2,778.00	3,000.00	-222.00	92.6%
Total Expense	254,073.51	305,113.00	-51,039.49	83.3%
Net Ordinary Income	16,423.91	-62,417.00	78,840.91	-26.3%
Other Income/Expense				
Other Expense				
58100 · Loan Principal	5,208.34	4,942.00	266.34	105.4%
58200 · Loan Interest	3,041.66	3,308.00	-266.34	91.9%
Total Other Expense	8,250.00	8,250.00	0.00	100.0%
Net Other Income	-8,250.00	-8,250.00	0.00	100.0%
Net Income	**8,173.91**	**-70,667.00**	**78,840.91**	**-11.6%**

BUILDING PERMITS
3rd QUARTER 2023

7/31/23	40 Crestwood Ave	Install Fence
8/1/23	702 Linwood Ave	Install Fence
8/6/23	409 Sunset Ave	Install Fence
8/14/23	512 Sunse Ave	Install Water Heater & Circuit in Garage
8/22/23	49 Park Ridge Dr	Exterior Steps & Deck
9/4/23	712 Fieldcrest Ave	Remodel kitchen & bathrooms
9/15/23	30-32 Angelo Ct	Install Fence
9/15/23	39-41 Angelo Ct	Install Fence
9/22/23	503 Fieldcrest Ave	Build 8x10 Shed
9/25/23	612 Fieldcrest Ave	Install Fence
9/25/23	35 Ridgewood Dr	Install Paved Walkway
9/27/23	403 Sunset Ave	Install Fence

STEVENS POINT **FIRE DEPARTMENT**

1701 FRANKLIN STREET
715-344-1833

STEVENS POINT, WI 54481
FAX: 715-346-1599

JB D. MOODY
FIRE CHIEF

Police & Fire Commission

Fire Chief's Report – July 2023

Significant Events

• Riverfront Rendezvous	05/30-06/02/2023
• Popup Splash Pad at SPASH	07/27/2023

Monthly Training:

- Heat Emergencies protocol Review
- Burns and Blast Injuries
- Emergency Ladder Bailout
- Trailer and Towing
- Elkhart Brass Water Flow Demo
- MPO Training/Drafting
- Low Angle Rope Training
- Hose Training
- Swift Water Rescue Class

Public Activities:

• Riverfront Rendezvous Safety Event	07/01/2023
• Fourth of July Parade	07/04/2023
• Fire Station Tour	07/11/2023
• Boys and Girls Club	0713/2023

August 2023

Significant Events

• Fire Marshal Malin and Higgins Recruit Academy	08/07/2023
• Popup Splash Pad at SPASH	08/24/2023
• Dream Flight	08/30/2024
• Northside Power Outage	08/31/2023

STEVENS POINT **FIRE DEPARTMENT**
1701 FRANKLIN STREET STEVENS POINT, WI 54481
715-344-1833 FAX: 715-346-1599

JB D. MOODY
FIRE CHIEF

Monthly Training:

- Team Building
- Metro Fire Training
- Small Engines Chainsaws/K12, Generators
- Fire attack and Hose Movement
- Nozzle Training
- Lineage cold storage tours
- Hose Testing
- Rope Rescue
- Drafting
- Blast Injuries
- Meet the Medical Examiner and Morgue

Public Activities:

• YMCA Hero Day	08/02/2023
• Red Hot Summer Senior Safety	08/09/2023
• Park Ridge Village Picnic	08/13/2023
• Explorer Post Meeting	08/16/2023
• Excel Preschool Friendly Firefighter and Truck	08/29/2023
• UWSP Fire Extinguisher Training	08/23/2023

September 2023

Significant Events

• Academy Graduation of Deputy Marshal/Emergency Manager Justin Malin and Firefighter/Paramedic Jared Higgins	09/08/2023
• Lt. Mark Schoeberle Retirement	09/08/2023
• Guns and Hoses Softball Game	09/10/2023
• MDA Fill the Boot	09/14-15/2023
• DCI State Fire Investigator Certification Class	09/18-29/2023
• Taco Johns Fundraiser	09/25/2023
• Fire Investigation Courtroom Testimony Class	09/29-10/1 2023
• Zero Percent Increase for 2024 Operational Budget	

Monthly Training:

- Protocol Review
- ADRC Training
- Sentry Facilities Training

STEVENS POINT **FIRE DEPARTMENT**
1701 FRANKLIN STREET STEVENS POINT, WI 54481
715-344-1833 FAX: 715-346-1599

JB D. MOODY
FIRE CHIEF

- FEMA ICS 400
- FEMA Basic Public Information Officer
- EVOC
- Advanced Airway
- High Angle Ropes Training
- New Fire Hose Demo

Public Activities:

• WIAA Hands Only CPR	09/05/2023
• Sharon EMR Group Ambulance Orientation	09/05/2023
• UWSP Dorm Safety	09/06/2023
• Childrens Discovery Center	09/12/2023
• Stockton EMR Ambulance Orientation	09/13/2023
• St. Steves School	09/14/2023
• Marshfield River Region Dillon Epi Pen	09/14/2023
• Citizens Academy Burn Cells	09/14/2023
• Citizens Academy EVOC	09/14/2023
• Falls Prevention Fair	09/19/2023
• Explorer Post Meeting	09/20/2023
• OX Industries Fire Extinguisher Training	09/21/2023
• DNR Work Capacity Test	09/26/2023
• Festival Foods Pumkin Blowout	09/30/2023

Fire Runs

• Fire Runs or EMS assists for the Village (0)	Jan-Mar 2023
• 216 Sunrise Ave (structure Fire)	04/15/2023
• 10 Park Ridge Drive (EMS Assist)	04/28/2023
• 36 Angelo Ct. (CO Detector)	05/02/2023
• 35 Odessa Ct (EMS Assist)	05/20/2023
• 106 Sunrise Ave (EMS Assist)	06/05/2023
• 517 Greenbriar Ave (Electrical)	06/14/2023
• 4 Park Ridge Drive (EMS Assist)	06/18/2023
• 520 Linwood Ave (Smoke Detector Activation)	07/08/2023
• 703 Greenbriar Ave (Cancelled enroute	09/12/2023
• 10 Park Ridge Drive (Vehicle Vs. Propane Storage)	08/24/2023
• 48 Angelo Court (Smoke Dectector Bad Battery)	09/29/2023

MEMO

12 October 2023

TO: Steve Menzel (Village President)
CC: Katie McKelvey (Village Clerk)

FROM: Thom Patton (Zoning Board Chair)

SUBJECT: 2023 THIRD QUARTER BOARD REPORTS (July-September)

ZONING BOARD

- There was no activity for the Zoning Board

ZONING BOARD OF APPEALS

- 23 August 2023 Zoning Variance; Gene and Marjie Bell, 503 Fieldcrest Avenue
  - ➢ Variance granted

VILLAGE OF PARK RIDGE
Payroll Summary
July through September 2023

	Behrend, Shanna L			Drevetzki, Catherine F			Friedrich, Barbara J			Holloway,...
	Hours	Rate	Jul - Sep ...	Hours	Rate	Jul - Sep ...	Hours	Rate	Jul - Sep ...	Hours
Employee Wages, Taxes and Adjustme...										
Gross Pay										
Building Inspector Salary			0.00			0.00			0.00	
President Salary			0.00			0.00			0.00	
Trustee Salary			0.00			0.00	1		200.00	1
Zoning Administrator Salary			0.00			0.00			0.00	
Clerk Hourly	27	20.00	540.00	447.75	20.00	8,955.00			0.00	
Diggers Hotline Locates			0.00			0.00			0.00	
Hourly			0.00			0.00			0.00	
Hourly Rate-Maintenance			0.00			0.00			0.00	
Building Inspector Commission			0.00			0.00			0.00	
Total Gross Pay	27		540.00	447.75		8,955.00	1		200.00	1
Adjusted Gross Pay	27		540.00	447.75		8,955.00	1		200.00	1
Taxes Withheld										
Federal Withholding			0.00			-568.00			0.00	
Medicare Employee			-7.83			-129.84			-2.90	
Social Security Employee			-33.48			-555.21			-12.40	
WI - Withholding			0.00			-306.39			0.00	
Medicare Employee Addl Tax			0.00			0.00			0.00	
Total Taxes Withheld			-41.31			-1,559.44			-15.30	
Net Pay	**27**		**498.69**	**447.75**		**7,395.56**	**1**		**184.70**	**1**
Employer Taxes and Contributions										
Federal Unemployment			0.00			12.06			1.20	
Medicare Company			7.83			129.84			2.90	
Social Security Company			33.48			555.21			12.40	
WI - Unemployment Company			0.00			0.00			0.00	
Total Employer Taxes and Contributions			**41.31**			**697.11**			**16.50**	

VILLAGE OF PARK RIDGE
Payroll Summary
July through September 2023

	Holloway, Daniel A		Kraft, John E.			Lepak, Rebecca A			Manville, James D.	
	Rate	Jul - Sep ...	Hours	Rate	Jul - Sep ...	Hours	Rate	Jul - Sep ...	Hours	Rate
Employee Wages, Taxes and Adjustme...										
Gross Pay										
Building Inspector Salary		0.00			0.00			0.00		
President Salary		0.00			0.00			0.00		
Trustee Salary		200.00			0.00			0.00		
Zoning Administrator Salary		0.00			0.00			0.00	1	
Clerk Hourly		0.00			0.00			0.00		
Diggers Hotline Locates		0.00	1	1,130.00	1,130.00			0.00		
Hourly		0.00			0.00	29.5	17.00	501.50		
Hourly Rate-Maintenance		0.00			0.00			0.00		
Building Inspector Commission		0.00			0.00			0.00		
Total Gross Pay		200.00	1		1,130.00	29.5		501.50	1	
Adjusted Gross Pay		200.00	1		1,130.00	29.5		501.50	1	
Taxes Withheld										
Federal Withholding		-50.00			0.00			0.00		
Medicare Employee		-2.90			-16.39			-7.27		
Social Security Employee		-12.40			-70.06			-31.10		
WI - Withholding		0.00			0.00			0.00		
Medicare Employee Addl Tax		0.00			0.00			0.00		
Total Taxes Withheld		-65.30			-86.45			-38.37		
Net Pay		**134.70**	**1**		**1,043.55**	**29.5**		**463.13**	**1**	
Employer Taxes and Contributions										
Federal Unemployment		1.20			0.00			0.00		
Medicare Company		2.90			16.39			7.27		
Social Security Company		12.40			70.06			31.10		
WI - Unemployment Company		0.00			0.00			0.00		
Total Employer Taxes and Contributions		**16.50**			**86.45**			**38.37**		

VILLAGE OF PARK RIDGE
Payroll Summary
July through September 2023

	Manville, ...	Menzel, Stephen F			Paulson, Kristin			Renfert, Gordon J.		
	Jul - Sep ...	Hours	Rate	Jul - Sep ...	Hours	Rate	Jul - Sep ...	Hours	Rate	Jul - Sep ...
Employee Wages, Taxes and Adjustme...										
Gross Pay										
Building Inspector Salary	0.00			0.00			0.00			0.00
President Salary	0.00	1		875.00			0.00			0.00
Trustee Salary	0.00			0.00	1		200.00	1		200.00
Zoning Administrator Salary	125.00			0.00			0.00			0.00
Clerk Hourly	0.00			0.00			0.00			0.00
Diggers Hotline Locates	0.00			0.00			0.00			0.00
Hourly	0.00			0.00			0.00			0.00
Hourly Rate-Maintenance	0.00			0.00			0.00			0.00
Building Inspector Commission	0.00			0.00			0.00			0.00
Total Gross Pay	125.00	1		875.00	1		200.00	1		200.00
Adjusted Gross Pay	125.00	1		875.00	1		200.00	1		200.00
Taxes Withheld										
Federal Withholding	0.00			0.00			0.00			0.00
Medicare Employee	-1.82			-12.69			-2.90			-2.90
Social Security Employee	-7.75			-54.25			-12.40			-12.40
WI - Withholding	0.00			0.00			0.00			0.00
Medicare Employee Addl Tax	0.00			0.00			0.00			0.00
Total Taxes Withheld	-9.57			-66.94			-15.30			-15.30
Net Pay	**115.43**	**1**		**808.06**	**1**		**184.70**	**1**		**184.70**
Employer Taxes and Contributions										
Federal Unemployment	0.00			0.00			0.00			0.00
Medicare Company	1.82			12.69			2.90			2.90
Social Security Company	7.75			54.25			12.40			12.40
WI - Unemployment Company	0.00			0.00			0.00			0.00
Total Employer Taxes and Contributions	**9.57**			**66.94**			**15.30**			**15.30**

VILLAGE OF PARK RIDGE
Payroll Summary
July through September 2023

	Zepp, James P.			TOTAL		
	Hours	Rate	Jul - Sep ...	Hours	Rate	Jul - Sep ...
Employee Wages, Taxes and Adjustme...						
Gross Pay						
Building Inspector Salary	1		125.00	1.00		125.00
President Salary			0.00	1.00		875.00
Trustee Salary			0.00	4.00		800.00
Zoning Administrator Salary			0.00	1.00		125.00
Clerk Hourly			0.00	474.75		9,495.00
Diggers Hotline Locates			0.00	1.00		1,130.00
Hourly			0.00	29.50		501.50
Hourly Rate-Maintenance			0.00			0.00
Building Inspector Commission			1,329.25			1,329.25
Total Gross Pay	1		1,454.25	512.25		14,380.75
Adjusted Gross Pay	1		1,454.25	512.25		14,380.75
Taxes Withheld						
Federal Withholding			-14.00			-632.00
Medicare Employee			-21.09			-208.53
Social Security Employee			-90.17			-891.62
WI - Withholding			0.00			-306.39
Medicare Employee Addl Tax			0.00			0.00
Total Taxes Withheld			-125.26			-2,038.54
Net Pay	**1**		**1,328.99**	**512.25**		**12,342.21**
Employer Taxes and Contributions						
Federal Unemployment			0.00			14.46
Medicare Company			21.09			208.53
Social Security Company			90.17			891.62
WI - Unemployment Company			0.00			0.00
Total Employer Taxes and Contributions			**111.26**			**1,114.61**

Resolution 005.2023R
Resolution to Approve Increasing the Fees for Animal Licensing

THE VILLAGE BOARD OF THE VILLAGE OF PARK RIDGE DOES RESOLVE AS FOLLOWS:

WHEREAS, effective January 1, 2024, the Animal License Fees will increase as follows:

Neutered Male or Spayed Female Dogs – increased from $15 to $17
Male or Female Dogs – increased from $25 to $27

NOW THEREFORE BE IT RESOLVED that the Village of Park Ridge endorses the increased fees effective January 1, 2024.

Passed and adopted by the Village Board of the Village of Park Ridge on this sixteenth day of October 2023.

s/ _____
Steve Menzel
Village President

s/ _____
Katie McKelvey
Village Clerk

Attest: s/ _____
Katie McKelvey
Village Clerk