VILLAGE OF PARK RIDGE
BOARD MEETING MINUTES
October 16, 2023

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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 and via Zoom. After the recitation of the Pledge of Allegiance by members present, a roll call was taken. Trustees Gordon Renfert, Dan Holloway and President Menzel were present; Trustee Kristin Paulson and resident Daniel O'Neil was present via Zoom. Clerk Katie McKelvey and Dan Knoeck from MSA were also present. Trustee Barb Friedrich was not in attendance at this meeting.

AGENDA ITEM #1 - APPROVAL OF THE OCTOBER 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 SEPTEMBER 18, 2023 – Holloway made a motion to approve the minutes, with no changes. Motion was seconded by Renfert. Motion carried by voice vote, with no negative votes.

AGENDA ITEM #5 – REVIEW & APPROVE BOARD MEETING MINUTES FROM SEPTEMBER 25, 2023 – Renfert made a motion to approve the minutes, with no changes. Motion was seconded by Menzel. Motion carried by voice vote, with no negative votes

AGENDA ITEM #6 – REVIEW & APPROVE BOARD MEETING MINUTES FROM OCTOBER 3, 2023 – Menzel made a motion to approve the minutes, with no changes. Motion was seconded by Holloway. Motion carried by voice vote, with no negative votes

AGENDA ITEM #7 – REVIEW AND ACCEPT SEPTEMBER TREASURER'S REPORT – Menzel noted that our income this year has already exceeded the budgeted amount, primarily because of the sale of fire department equipment. Holloway made a motion to approve the Treasurer's report. Motion seconded by Renfert. Motion carried by voice vote, with no negative votes

AGENDA ITEM #8 – REVIEW AND APPROVE SEPTEMBER & OCTOBER 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 #9 – REVIEW & APPROVE QUARTERLY REPORTS – Paulson moved to approve the quarterly reports; Motion seconded by Renfert. Roll call was taken, Paulson – yes, Holloway – yes, Renfert – yes, Menzel – yes.

- Building Permits
- Fire Department
- Zoning Committee – Variance granted for Margie & Gene Bell
- Payroll

DISCUSSION AND/OR POSSIBLE ACTION ON THE FOLLOWING ITEMS:

AGENDA ITEM #10 - REVIEW & APPROVE RESOLUTION 005.2023R TO INCREASE FEES FOR ANIMAL LICENSES – Village of Park Ridge increases their fees based on the Portage County fees; Portage County approved their fee increase in September. Effective January 1, 2024, fees will increase as follows: Neutered Male or Spayed Female Dogs – fee increased from $15 to $17; Male or Female Dogs – fee increased from $25 to $27. Holloway moved to approve the motion, seconded by Paulson. Roll call was taken, Holloway – yes, Renfert – yes, Paulson – yes, Menzel – yes.

AGENDA ITEM #11 – CAPITAL IMPROVEMENT PLAN UPDATE– Total cost of 10 year project is $6.2 Million. Possible grant totals $1.5 Million, leaving $4.6 Million needing to be borrowed. After discussion with the Village Accountant, $2 Million would be the most we would want to borrow. Roll call, Paulson – yes, Holloway – yes, Renfert – yes, Menzel – yes.

- Project #1: Street reconstruction and adding water main on Hillcrest from Sunset to Sunrise; Street reconstruction and adding water main on Greenbriar from Hillcrest up to Park Ridge Drive. Target 2024.
- Project #2: Similar loop on Ridgewood from West Village limit to Greenbriar and Greenbriar up to Hillcrest
- These two projects would cause the Village to borrow approximately $2.6 Million.
- President Menzel has reached out to League of Wisconsin Municipalities to find out what is typical for municipalities to borrow.
- Board advised MSA that they would like to see a 20-year plan.

AGENDA ITEM #12 – 2024 BUDGET DISCUSSION – Yellow highlighted areas are waiting for additional information. Many accounts have been removed or combined.

AGENDA ITEM #13 – FALL NEWSLETTER - To include advising residents that Affordable Tree Service will be doing the Fall Street Right-of-Way Pruning;

AGENDA ITEM #14 – SET DATE AND TIME OF NEXT BOARD MEETING – Monday, November 20, 2023, 5:30pm

The meeting adjourned at 6:32 pm.

KATIE MCKELVEY
VILLAGE CLERK

STEVE MENZEL
VILLAGE PRESIDENT