VILLAGE OF PARK RIDGE
BOARD MEETING MINUTES
September 18, 2023

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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)

- 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.

KATIE MCKELVEY
VILLAGE CLERK

STEVE MENZEL
VILLAGE PRESIDENT