VILLAGE OF PARK RIDGE
BOARD MEETING MINUTES
April 17, 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 Dan Holloway, Gordon Renfert and Barb Friedrich and Kristin Paulson were present. Clerk Shanna Behrend and Clerk-in-training Katie McKelvey, Adam Kuhn, representing the City of Stevens Point, as well as Dominique Swangstu, representing the Village of Plover, were also present. Thom Patton, Kristen Kleckner, and Brandi Makuski attended via Zoom.

AGENDA ITEM #1 - APPROVAL OF THE APRIL AGENDA – Menzel asked the Board members if there were any changes regarding the April agenda. Holloway made a motion to approve, motion to approve 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. Resident Patton informed the board of his plans for the Memorial Day flags.

AGENDA ITEM #4 – REVIEW & APPROVE BOARD MEETING MINUTES FROM MARCH 20, 2023– Friedrich moved to approve the March minutes with minor typo changes. Holloway seconded the motion. Motion carried by voice vote, with no negative votes.

AGENDA ITEM #5 – REVIEW & APPROVE BOARD MEETING MINUTES FROM MARCH 30, 2023– Holloway moved to approve the Special Board meeting minutes, with no changes. Paulson seconded the motion. Motion carried by voice vote, with no negative votes.

AGENDA ITEM #6 – REVIEW AND ACCEPT MARCH TREASURER'S REPORT – Friedrich made motion to approve the Treasurer's report. Motion seconded by Holloway. Roll call was taken, Holloway – yes, Friedrich – yes, Renfert – yes, Paulson – yes, Menzel – yes.

AGENDA ITEM #7 – REVIEW AND APPROVE MARCH & APRIL BILLS/PAYMENTS – Friedrich made the motion to approve the bills. Seconded by Renfert. Roll call was taken, Friedrich – yes, Renfert – yes, Paulson – yes, Holloway – yes, Menzel – yes.

AGENDA ITEM #8– ACCEPT QUARTERLY REPORTS –

- **Building Permits**
- **Fire Department**
- **Zoning Committee**
- **Payroll**

After some discussion and noting that there was no zoning report due to no activity during the first quarter, Renfert moved to approve the quarterly reports. Seconded by Friedrich. Motion carried by voice vote.

AGENDA ITEM #9– RESOLUTION: AUTHORIZATION TO APPLY FOR A PLANNING AND DEMONSTRATION GRANT AS PART OF THE SAFE STREETS AND ROADS FOR ALL (SS4A) DISCRETIONARY PROGRAM: Kuhn and Swangstu, from the City of Stevens Point and the Village of Plover, explained the process on how we will be impacted by applying for the grant. Cost is based on 1% of Park Ridge's population. After some discussion, President Menzel noted that if the resolution passes, the 2024 budget will have to include the $500 cost. Renfert made the motion to approve the resolution, Paulson seconded the motion. Roll call was taken, Paulson – yes, Holloway – yes, Friedrich – yes, Renfert – yes, Menzel – yes.

AGENDA ITEM #10 – REVIEW AND APPROVE AGREEMENT WITH MSA PROFESSIONAL SERVICES (MSA) TO PROVIDE CAPITAL IMPROVEMENT PLANNING (CIP) SERVICES - Two separate contracts; American Engineering Testing will be doing soil testing to analyze the layers of the roads; MSA provided an option to purchase software, through Plan It Services, to enable us to update the numbers/information. Trustee Paulson suggested we ask for Village IT's input regarding the software purchase. Holloway motioned to approve both contracts and to

purchase the software license. Seconded by Friedrich. Roll call was taken, Holloway – yes, Friedrich – yes, Renfert – yes, Paulson – yes, Menzel – yes.

AGENDA ITEM #11 – SPRING ELECTION- APRIL 4, 2023, RESULTS – Clerk Behrend noted that the election had a great turnout with 297 voters. The referendum was approved by over 70%. Specifics can be found on the village website. https://vi.parkridge.wi.gov/wp-content/uploads/2023/04/2023-SPRING-ELECTION-RESULTS.pdf

AGENDA ITEM #12 – POTHOLE PROBLEM REMEDIED – The board is aware of the urgency and is looking at possible options.

AGENDA ITEM #13 – ZONING BOARD COMMITTEES POSITION OPENINGS - Paulson made motion to approve Thom Patton as a member of the Zoning Committee and the Zoning Board of Appeals. Seconded by Friedrich. Motion carried by voice vote, with no negative votes. More information can be found in the newsletter on the Village website. https://vi.parkridge.wi.gov/2023/04/03/spring-newsletter-2023/

AGENDA ITEM #14 – APPROVE OPERATORS LICENSES - Holloway made the motion to approve the operator licenses for The Store. Seconded by Renfert. Motion carried by voice vote, with no negative votes.

AGENDA ITEM #15 – SPRING CLEAN UP/LARGE ITEM PICK-UP SCHEDULED FOR APRIL 20, 2023 – President Menzel stated that no appliances, building/demolition material, electronics, or toxic material are allowed. More information can be found at https://vi.parkridge.wi.gov/2023/04/18/large-item-pick-up-2/

AGENDA ITEM #16 – VILLAGE WIDE RUMMAGE SALE – The rummage sale is scheduled for Saturday, May 13th, 2023, 8am-2pm; Items not sold will be picked up by Community Thrift Store. Item pick-up will start after 2pm. Any questions can be directed to Charm Fournier at charm@fourniers.org.or https://vi.parkridge.wi.gov/2023/05/03/park-ridge-rummage-sale-2/

AGENDA ITEM # 17 – WELCOME NEW CLERK – President Menzel introduced the new clerk, Katie McKelvey-Drevetzki, who is being trained by the current Clerk Behrend.

AGENDA ITEM # 18 – SET DATE FOR NEXT BOARD MEETING – Monday, May 15, 2023, at 5:30pm

The meeting adjourned at 6:52 pm.

SHANNA BEHREND
VILLAGE CLERK

STEVE MENZEL
VILLAGE PRESIDENT