VILLAGE OF PARK RIDGE
BOARD MEETING MINUTES
September 19, 2022

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, roll call was taken. Trustees Dan Holloway, Barb Friedrich and Gordon Renfert were present along with Clerk Shanna Behrend. Residents James LaMar was also present. Attending via Zoom were Trustee Kristin Paulson, residents Brian Kozlowski, Thom Patton, and Maura Robinson. Also attending via Zoom were Brandi Makuski and Kris Leonhardt.

AGENDA ITEM #1 - APPROVAL OF THE SEPTEMBER AGENDA - Menzel asked the Board members if there were any questions regarding the August agenda. Holloway made a motion to approve the agenda. 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. Brian Kozlowski commented on the cost of re-establishing the Park Ridge Fire Department and the Village should be practical. He also asked how Mutual Aid affect the bid from the Town of Hull.

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 29, 2022 –Menzel and Holloway noted a few errors. Friedrich made the motion to accept the minutes with changes recommended. Renfert seconded the motion. Motion carried by voice vote, with no negative votes.

AGENDA ITEM #5 – REVIEW AND ACCEPT AUGUST TREASURER'S REPORT – The Treasurer provided a spreadsheet comparing the cash (bank accounts) equal to the total reserve accounts. Renfert asked about the ARPA deposit. Behrend explained that it had not been included when the 2022 budget had been done. Renfert made a motion to accept the Treasurer's Report. Seconded by Holloway. Roll call was taken, Renfert – yes, Paulson – yes, Holloway– yes, Friedrich – yes, Menzel – yes.

AGENDA ITEM #6 – APPROVAL OF AUGUST & SEPTEMBER BILLS/PAYMENTS – Renfert asked about the bond payment. Renfert made a motion to approve the bills/payments. Seconded by Friedrich. Roll call was taken, Paulson – yes, Holloway – yes, Friedrich– yes, Renfert– yes, Menzel – yes.

AGENDA ITEM #7 – REVIEW STEVENS POINT FIRE DEPARTMENT MONTHLY REPORT – Menzel asked if there were any questions regarding the report provided by the Stevens Point Fire Department. Friedrich made the motion to accept the report. Seconded by Paulson. Motion carried by voice vote, with no negative votes.

AGENDA ITEM #8 – DISCUSSION OF FIRE PROTECTION OPTIONS – Menzel explained that two of the three options available to Park Ridge for fire protection have not changed. The Village is still waiting for the official bid from the City of Stevens Point. The fire chief, Jb Moody, has proposed that the City's initial contract would be for 2 ½ years to line up with the existing city contracts that the Village has with Stevens Point. The Village has until November 1st to notify the city if they are going to continue with fire protection.

AGENDA ITEM #9 – FORMATION OF FINANCIAL MANAGEMENT PLAN – Friedrich stated that the Village had a good plan with the completion of the Comprehensive Plan and the Strategic Planning, but that needed to be turned into an action plan which would turn into a financial management plan. A plan to help focus what we want to do and in what order.

AGENDA ITEM #10 – FORMATION OF CAPTIAL IMPROVEMENT PLAN – Menzel suggested that a Capital Improvement Plan should be formed first, then formation of Financial Management Plan. Holloway stated that the Village needs to hire an engineering firm to create a blueprint for the work to be completed. Holloway and Friedrich agreed to work on the Capital Improvement Plan.

AGENDA ITEM #11 – 2023 BUDGET DISCUSSION – Menzel stated that he and Clerk Behrend have been working on the 2023 Budget and it was becoming clear that the Village needs to up its operating budget to accommodate adding fire protection and other needs of the Village. Menzel said that it is too late for the Village to have a

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referendum. The Village will most likely need to take out a General Obligation Loan which is extremely common among municipalities. The International Bank of Amherst, who we currently have a loan with for the Linwood Street project, would be ready to accommodate us.

AGENDA ITEM #12 – TAX COLLECTION AGREEMENT – Friedrich moved to approve the yearly Tax Bill Agreement with Portage County. Seconded by Paulson. Motion carried by voice vote, with no negative votes.

AGENDA ITEM #13 - APPROVE RESOLUTION 003.2022r – eCMAR – Holloway moved to approve the resolution. Seconded by Friedrich. Motion carried by voice vote, with no negative votes.

AGENDA ITEM #14 – SNOW PLOWING UPDATE – The Village's current Snow Removal Company is unable to continue with his current contract due the health concerns. The Board agreed to send out RFPs to all potential companies immediately as it is late in the season.

AGENDA ITEM #15 – VOLUNTEER BRIGADE FORMATION – Resident Thom Patton proposed creating a group of resident volunteers to handle issues in the Village. The hanging and removing Flags, picking up trash, and things of that nature. Menzel said he confirmed with our insurance carrier that this would be covered. Patton aid he would be willing to lead this initially and remove the flags.

AGENDA ITEM #16 – ELECTION EQUIPMENT UPDATE – Clerk Behrend explained that the existing Automark machine that the Village has available for disabled voters is being replaced by the Express Vote machine. The county received a grant which will cover the cost of the machine, but not the yearly licensing and firmware fees. That would be covered by the Village at a cost of $180.00 per machine per year. Clerk Behrend also explained that the county would supple additional machines based on the population to replace current voting methods. The Board would have to decide before the 12/31/2022 deadline. The implementation of these machines would not happen until the fall of 2023. The Board decided that no further discussion would be needed. Holloway made the motion to proceed with the Village acquiring two Express Vote machines. Paulson seconded the motion. Roll call was taken, Renfert – yes, Paulson – yes, Holloway – yes, Friedrich – yes, Menzel – yes.

AGENDA ITEM #17 – LANDSCAPE BLOCKS – The Board discussed options for the landscape/fascia blocks located behind the Village Hall. Friedrich made a motion to donate the palate of bricks to a worthy community cause. Seconded by Renfert. Motion carried by voice vote, with no negative votes

AGENDA ITEM #18 – SANTA VISITS – The current chief elf, Gert Neuendorf, is resigning due to personal time conflicts. The Village is currently looking for a replacement. The City of Stevens Point Fire Department and the Town of Hull have both agreed to continue this tradition.

AGENDA ITEM #19 – BRANCH PICK-UP SCHEDULED - Large Branch Pick-Up is scheduled for October 25th. Please have your branches out on the road by 8:00 am.

SET DATE FOR NEXT BOARD MEETING – the date for the next meeting is set for October 17, 2022, at 5:30 pm.

The meeting adjourned at 7:27 pm.

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SHANNA BEHREND
VILLAGE CLERK

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STEVE MENZEL
VILLAGE PRESIDENT

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