VILLAGE OF PARK RIDGE
BOARD MEETING MINUTES
April 18, 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, a roll call was taken. Trustees Charm Fournier and Gordon Renfert were present along with Clerk Shanna Behrend, Trustee Bill Dunham attended by phone. The meeting was also attended via Zoom by Trustee Kristin Paulson, Fire Chief Brian Lepper, Asst Fire Chief John Kraft and Brian Kozlowski.

AGENDA ITEM #1 - APPROVAL OF THE APRIL AGENDA - Menzel asked the Board members if there were any questions regarding the March agenda. Fournier made a motion to approve the agenda. 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. Dunham commented on acquiring an audit for the financial books.

AGENDA ITEM #3 – PUBLIC COMMENT PERIOD - The public comment section was opened to anyone who wished to speak on any non-agenda item. Dunham commented on acquiring an audit for the financial books.

AGENDA ITEM #4 – REVIEW & APPROVE BOARD MEETING MINUTES FROM MARCH 21, 2022 – With a couple of edits, Renfert made a motion to approve the minutes with the noted corrections. Paulson seconded the motion. Motion carried by voice vote, with no negative votes.

AGENDA ITEM #5 – REVIEW AND ACCEPT FEBRUARY TREASURER'S REPORT – The Treasurer provided a spreadsheet comparing the cash (bank accounts) equal to the total reserve accounts. Fournier made a motion to accept the Treasurer's Report. Seconded by Renfert. Roll call was taken, Paulson – yes, Dunham – yes, Fournier – yes, Renfert – yes, Menzel – yes.

AGENDA ITEM #6 – APPROVAL OF FEBRUARY & MARCH BILLS/PAYMENTS - Dunham made a motion to approve the bills/payments. Seconded by Paulson. Roll call was taken, Paulson – yes, Dunham – yes, Fournier – yes, Renfert – yes, Menzel – yes.

AGENDA ITEM #7 – REVIEW AND ACCEPT QUARTERLY REPORTS – Fournier made the motion to accept the quarterly reports. Seconded by Paulson. Motion carried by voice vote, with no negative votes.

AGENDA ITEM #8 – DISCUSS AND POSSIBLE ACTION ON FIRE DEPARTMENT NEXT STEPS – Menzel gave an update on meetings and conversations he has had regarding the fire department. Menzel presented a proposal from McMahon Associates, Inc. for a fire department audit. The Board and residents wanted a specific set of deliverables from the audit which included:

- Department and Management Team Meetings.
- The McMahon project manager will provide availability for direct communication with the Fire Chief and Village President daily.
- Management of the project direction and coordination of agencies and resource needs.
- Assessment of Fire Department Staffing needs.
- Assessment of the Village's ability to recruit FD Chief and staff.
- Review of all current administrative rules and applicable standards
- Review of current equipment and maintenance procedures.
- Assessment of Fire Department Vehicles including a recommendation for replacement, including estimated replacement costs (short and long term).
- Assessment of Fire Department space needs including recommendations for changes with projected costs.
- Assessment of hydrant access and recommendations for changes including estimated projected costs.
- Assist with communications to external Fire Departments, dispatch and related agencies as needed.
- Assist the village with review and coordination with external agencies.
- Examples of other Wisconsin communities that have similar circumstances with their Fire Department.
- Availability for follow up consultation, if needed.

Paulson made a motion to approve the proposal from McMahon contingent on their ability to provide as many deliverables as possible and not to exceed the $9,000 budgeted amount. Renfert seconded the motion. Roll call was taken, Fournier – yes, Renfert – yes, Paulson – yes, Dunham – yes, Menzel – yes.

AGENDA ITEM #9 – RESOLUTION 001.2022R – AMEND BUDGET FOR FIRE DEPARTMENT CONSULTATION FEES – Menzel proposed amending the fire department budget to cover the cost of the fire department audit. Menzel recommended that the money earmarked for repairs to the squad vehicle, which was deemed unnecessary per Fire Chief Brian Lepper, be used to pay for the audit of the fire department. Paulson made a motion to accept the resolution. Seconded by Renfert. Roll call was taken, Renfert – yes, Paulson – yes, Dunham – yes, Fournier – yes, Menzel – yes.

AGENDA ITEM #10 – UPDATE AND POSSIBLE ACTION ON BIL (BIPARTISAN INFRASTRUCTURE LAW) – Menzel updated the Board on the status of the grants for the BIL. It is an ongoing process and hoped that the Village would be able to apply by next year, possibly this year.

AGENDA ITEM #11 – UPDATE AND POSSIBLE ACTION ON ARPA REPORTING AND EXPENDITURES – Clerk Behrend updated the Board on the filing of the report due at the end of the month and expenditures.

AGENDA ITEM #12 – APPROVE OPERATOR LICENSES – Fournier made a motion to approve the operator licenses for The Store. Dunham seconded. Motion carried by voice vote, with no negative votes.

AGENDA ITEM #13 – POSSIBLE ACTION ON THE ACQUISITION OF A PAPER BALLOT TABULATOR – Clerk Behrend presented the Board with the information and cost for the DS200 vote tabulator. Menzel made the motion to table any action on the purchase of a voting tabulator until the May board meeting. Seconded by Renfert. Motion carried by voice vote, with no negative votes.

AGENDA ITEM #14 – UPDATE AND APPROVAL OF THE ZONING BOARD COMMITTEE AND ZONING BOARD OF APPEALS – Renfert made a motion to approve the list of member renewals for the Zoning Board Committee and the Zoning Board of Appeals. Seconded by Paulson. Motion carried by voice vote, with no negative votes.

AGENDA ITEM #15 – SUMMARY OF MARCH 16, 2022, FIRE INCIDENT – Menzel discussed the reports given to the Board by Chief Lepper. He thanked Chief Lepper for his quick response and actions on the night of the fire.

AGENDA ITEM # 16 – DISCUSS THE VILLAGE SIREN AND POSSIBLE UPDATE – Clerk Behrend stated that the weather siren needed an update and/or repair. She would be contacting companies to get estimates.

AGENDA ITEM #17 - DISCUSS PROPERTY AT FIELDCREST AND CRESTWOOD – The owner of the property had contacted Trustee Fournier about the Village possibly acquiring the lot. Fournier stated that would not happen and told her to contact the neighbors about the lot.

AGENDA ITEM #18 - 2022 SPRING ELECTION

- 186 in-person voters
- 47 absentee voters
- 5 election day registrations
- 233 (59%) residents voted

AGENDA ITEM #19 – VILLAGE UPDATES:

- The Park Ridge Rummage Sale is scheduled for May 7th from 8am – 2pm. The event is coordinated by Village residents. Any questions, please contact Charm Fournier at charm@fourniers.org
- Update on the light pole for Hazelwood and Sunset
- Assess Village streets condition
- The Board decided to only have a fall yard waste pick-up and no spring yard waste pick-up. The Village pays for the residents to have access to the city of Stevens Point

AGENDA ITEM #20 – RECOGNITION OF SERVICE: CHARM FOURNIER AND BILL DUNHAM – Menzel thanked Charm Fournier and Bill Dunham for their multiple terms of service. Each were presented with Park Ridge maple

syrup.

AGENDA ITEM #21 – SET DATE FOR NEXT BOARD MEETING – The date for the next Board meeting is set for May 16, 2022, at 5:30 pm.

The meeting adjourned at 6:45 pm.

SHANNA BEHREND
VILLAGE CLERK

STEVE MENZEL
VILLAGE PRESIDENT