VILLAGE OF PARK RIDGE
BOARD MEETING MINUTES
May 19, 2025

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. After recitation of the Pledge of Allegiance by members present, roll call was taken. Trustees Gordon Renfert, Dan Holloway, Joe Thompson, Kristin Paulson and President Steve Menzel were present. Clerk Anne Arndt present. Village resident Shawn Paulson attended by Zoom. Others attending were Christine Neidlein, Tori Jennings, Mark Sommers, Nikki Sommers, Michael Kurylak, and Jeff Disher. President Menzel welcomed Joe Thompson to the Board and new clerk Anne Arndt.

AGENDA ITEM # 1 - APPROVAL OF THE MAY AGENDA – Menzel asked the Board members if there were any changes regarding the May agenda. Motion to approve, with no changes, made by Paulson; seconded by Holloway. Motion carried.

AGENDA ITEM # 2 – No public comments on specific agenda items.

AGENDA ITEM # 3 - PUBLIC COMMENT PERIOD – Resident Tori Jennings presented information from Stratford Sign Company for consideration of signage on the north side of Hillcrest and Pinecrest. Discussion included possible fund raising or matching funds donations.

AGENDA ITEM # 4 – REVIEW & APPROVE BOARD MEETING MINUTES FROM APRIL 21, 2025 – Motion by Holloway, to approve with minimal changes noted; second by Thompson. Motion carried.

AGENDA ITEM # 5 – REVIEW AND APPROVE BOARD OF REVIEW MINUTES FROM APRIL 29, 2025 – Motion by Paulson to approve, second by Renfert. Motion carried.

AGENDA ITEM # 6 – REVIEW AND ACCEPT APRIL TREASURER'S REPORT – Motion by Holloway, second by Renfert to accept the Treasurer's Report. Roll call was taken; Paulson – yes, Holloway – yes, Thompson – yes, Renfert – yes, Menzel – yes. Motion carried.

AGENDA ITEM # 7 – REVIEW AND APPROVE APRIL AND MAY BILLS / PAYMENTS – Motion by Renfert, second by Paulson to approve April and May bills/payments. Roll call was taken; Paulson – yes, Holloway – yes, Thompson – yes, Renfert – yes, Menzel – yes. Motion carried.

DISCUSSION AND/OR POSSIBLE ACTION ON THE FOLLOWING ITEMS:

AGENDA ITEM # 8 – HILLCREST/GREENBRIAR RECONSTRUCTION PROJECT – Dan Knoeck with MSA provided the following updates:

 # 8A – AMENDMENT NO. 1 Dan Knoeck reviewed the amendment which changed construction administration and observation by MSA. Motion Renfert, second by Paulson to approve Amendment No. 1 covering construction phase services of Construction Administration. Stevens Point Utilities will provide construction observation for water main and water service installation, which eliminates that effort from the MSA scope of work. Roll call vote was taken; Paulson – yes, Holloway – yes, Menzel – yes, Thompson – yes, Renfert – yes. Motion carried.

#8B – BID REVIEW AND AWARD CONSIDERATION AND ENGINEERING AMENDMENT NO. 2 – Four bids were submitted. The low bid of $1,461,487.00 from A-1 Excavating, Bloomer, WI was accepted, contingent on financing. Amendment No. 2 was presented. Motion Holloway, second by Renfert to accept the bid submitted by A-1 Excavating, and to approve Amendment No. 2 with MSA for construction phase services. Roll call vote was taken; Menzel – yes, Thompson – yes, Renfert – yes, Paulson – yes, Holloway – yes. Motion carried.

AGENDA ITEM # 9– PROPOSED DEVELOPMENT AT 41 PARK RIDGE DRIVE– Michael Kurylak, MK Real Estate Team, and Jeff Disher, Disher Residential LLC, provided preliminary plans to purchase property at 41 Park Ridge Drive with the intent to convert the building to multi-family residential use. President Menzel stated this needs to be referred to the Zoning Committee for review of the property and plan, and a possible recommendation to the Board. There currently is no multi-family residential zoning in the Village. A public hearing is required to adopt any new zoning ordinance. Motion Menzel, second Holloway to refer this item to the Zoning Committee for consideration. Roll call vote was taken; Menzel – yes, Renfert – yes, Holloway – yes, Paulson – yes, Thompson – yes. Motion carried.

AGENDA ITEM # 10 – PROPOSED "20 IS PLENTY" SPEED LIMIT – Resident Tori Jennings provided information on "20 is Plenty" safety framework centered on the idea a speed limit of 20 mph is appropriate for local, residential streets. Menzel stated a Resolution to amend current Ordinance 7.01 is needed to change the speed limit. New signage would be required, and installation could be incorporated in the road project. This will be discussed again at the June meeting.

AGENDA ITEM # 11 –APPROVE VILLAGE PROJECT TEAM FOR SUSTAINABILITY AND SHARED SERVICES FEASIBILITY ANALYSIS FOR THE VILLAGE OF PARK RIDGE – Motion Paulson, second Holloway to approve the team consist of four (4) people. Motion carried.

AGENDA ITEM # 12 – REVIEW AND APPROVE TOBACCO AND ALCOHOL LICENSE APPLICATIONS – Motion Paulson, second Renfert to approve liquor license and tobacco applications for July 1, 2025 through June 30, 2026, contingent all state requirements are met. Motion carried.

AGENDA ITEM #13 – BUILDING INSPECTOR POSITION – Jim Zepp has submitted his retirement notice to President Menzel. Menzel has drafted an employment notice which will be posted on the Village website and Friends of Park Ridge Facebook page.

AGENDA ITEM #14 - NFIP (NATIONAL FLOOD INSURANCE PROGRAM) RESOLUTION AND ORDINANCE – Menzel reported required information has been gathered. The DNR will be drafting an ordinance for Board consideration and approval.

AGENDA ITEM #15 – DISCUSS VILLAGE OF PARK RIDGE PROPOSED BURNING ORDINANCE AMENDMENT – No update available.

AGENDA ITEM #16 – SPRING BRANCH PICK-UP – Paulson reported approximately fifty homes participated in the branch pick-up. It was noted Zblewski put up the flags on lamp posts and also patched some holes on Village streets.

SET DATE AND TIME FOR NEXT BOARD MEETING – Tuesday, June 17, 2025, at 5:30 p.m.

ADJOURN MEETING at 6:58 p.m.

Anne Arndt
ANNE ARNDT
VILLAGE CLERK

Steve Menzel
STEVE MENZEL
VILLAGE PRESIDENT