

**VILLAGE OF PARK RIDGE
BOARD MEETING MINUTES
June 17, 2025**

MEETING CALLED TO ORDER – President Steve Menzel called the Park Ridge Village Board meeting 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 Brandi Makuski, Jim LaMar, JD Manville, R. Woodward, Jeff Disher, Christine Neidlein.

AGENDA ITEM # 1 - APPROVAL OF THE JUNE AGENDA – Menzel asked the Board members if there were any changes regarding the May agenda. Motion made by Renfert, second by Holloway to move Agenda Item #12 (Proposed Development at 41 Park Ridge Drive) up to precede Item #8. Motion carried.

AGENDA ITEM # 2 – PUBLIC COMMENT PERIOD – AGENDA ITEMS -- No public comments on specific agenda items.

AGENDA ITEM # 3 - PUBLIC COMMENT PERIOD – NON-AGENDA ITEMS – Holloway noted that, although the burning ordinance was not on the agenda, he is very close to finalizing a draft and hopes to have it ready for the July meeting agenda. No other public comments were made.

AGENDA ITEM # 4 – REVIEW & APPROVE BOARD MEETING MINUTES FROM MAY 19, 2025 – Motion by Holloway, to approve with minimal changes noted; second by Renfert. Motion carried.

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

AGENDA ITEM # 6 – REVIEW AND ACCEPT MAY TREASURER’S REPORT – Motion by Renfert, second by Holloway 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 MAY AND JUNE BILLS / PAYMENTS – Motion by Holloway, second by Thompson to approve May and June 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 # 12 – PROPOSED DEVELOPMENT AT 41 PARK RIDGE DRIVE – President Menzel reported on the Zoning Committee meeting held June 9, 2025. The Committee voted to take a neutral stance on the matter and recommended the Village Board consider proposing an amendment to Ordinance 17.04 to allow multi-family dwelling. Motion Thompson, second Renfert to amend Ordinance 17.04 Sect. II (2)(A) Use Regulations to delete item “iv. Multiple family dwelling” so that we can hold a public hearing to formally amend the Ordinance. Roll call was taken: Holloway – yes; Thompson – yes; Renfert – yes; Paulson -yes; Menzel – yes. Motion carried.

AGENDA ITEM # 8A – REVIEW AND APPROVE SPECTRUM ERRORS AND OMISSIONS INSURANCE PROPOSAL – President Menzel and clerk Arndt summarized the proposal. A Public Official Bond generally only protects the municipality from dishonest acts of *one or a few individuals depending on who or what position is actually listed on the bond*. A Commercial Crime policy with “Faithful Performance of Duty” expands beyond to *cover all village employees*. Further, in addition to Employee Dishonesty, the League Mutual Crime Policy will extend the limit of insurance selected to the following: Employee Dishonesty; Loss of Monies and Securities (inside and outside of premises); Counterfeit Money Orders and Paper Currency; Depositors Forgery or Alteration Fraud; Computer and

Funds Transfer Fraud. The commercial crime policy has a broader coverage form than a schedule bond, typically at a lower price. The Village's current requirement for a Treasurer's Bond would then be eliminated. Paulson and Renfert noted that the policy seems to have a lot of exclusions.

AGENDA ITEM #8B - REVIEW AND APPROVE RESOLUTION 003-2025R ADOPTING ORDINANCE

3.05 ELIMINATING DUPLICATE TREASURER BOND – Wisconsin Statute 70.67(1) states municipal treasurers shall execute and deliver a bond to the county treasurer. Statute 70.67(2) states the treasurer shall not be required to give such bond if the governing body shall by ordinance obligate such municipality to pay, in case the treasurer fails to do so, all taxes of any kind required by law to be paid to the county treasurer. Motion by Paulson, second by Holloway to sign up for the Spectrum crime insurance policy, approve Resolution 003-2025R "Waiving the Requirement for Treasurer Bond" by passing Ordinance 3.05 "Duplicate Treasurer's Bond Eliminated". Motion carried. The Clerk will provide a copy of Ordinance 3.05 to the Portage County Treasurer. It was agreed that the Village will review the policy language in the coming months to ensure the policy covers what we need.

AGENDA ITEM # 9– REVIEW AND APPROVE TOBACCO LICENSE APPLICATION FOR TAPS AND TACKLE

– Clerk Arndt explained the recent history regarding the liquor license for Taps and Tackle. Motion by Paulson, second Thompson to approve a tobacco license for Tackle Stop LLC, dba Taps and Tackle, effective July 1, 2025 through June 30, 2026. Motion carried.

AGENDA ITEM # 10 – PROPOSED "20 IS PLENTY" SPEED LIMIT – Amending Ordinance 17.04 was discussed to change most of the Village streets to 20 mph speed limit. Renfert asked about the cost of signage on fifteen Village streets. Menzel said we will need to assess how many signs we would need. The board agreed the Village needs to check with the Wisconsin Department of Transportation, the Portage County Highway Commissioner and Sheriff's Department for any regulations or concerns about the change. Paulson and Holloway suggested that the signs might include "no trucks" and also a \$200 fine warning on them. If there is resistance from the agencies, Thompson suggested as an alternative that we keep the 25 mph "official" speed limit, but place signs that say "20 mph Is Plenty".

AGENDA ITEM # 11 – BUILDING INSPECTION SERVICES – The current Village Building Inspector, Jim Zepp will retire at the end of June. President Menzel reported the Village has published a Request for Proposals for building inspector services, and said he was told by Zepp and Mike Bembenek (County inspector) that it will be very difficult to find a capable replacement due to a dwindling supply of qualified inspectors. If we can't find a replacement, the inspections would defer to the State for larger projects.

AGENDA ITEM #13 – REVIEW AND APPROVE RESOLUTION 004-2025R WI DNR COMPLIANCE MAINTENANCE ANNUAL REPORT – this agenda item will be reviewed at the July 21st meeting.

SET DATE AND TIME FOR NEXT BOARD MEETING – Monday, July 21, at 5:30 p.m.

ADJOURN MEETING at 6:52 p.m.



ANNE ARNDT
VILLAGE CLERK



STEVE MENZEL
VILLAGE PRESIDENT