

**VILLAGE OF PLEASANT PRAIRIE
PLEASANT PRAIRIE VILLAGE BOARD
PLEASANT PRAIRIE WATER UTILITY
PLEASANT PRAIRIE SEWER UTILITY
9915 - 39th Avenue
Pleasant Prairie, WI
April 3, 2017
6:00 p.m.**

A regular meeting of the Pleasant Prairie Village Board was held on Monday, April 3, 2017. Meeting called to order at 6:00 p.m. Present were Village Board members John Steinbrink, Kris Keckler, Steve Kumorkiewicz, Dave Klimisch and Mike Serpe. Also present were Michael Pollocoff, Village Administrator; Tom Shircel, Assistant Administrator; Jean Werbie-Harris, Community Development Director; Kathy Goessl, Finance Director; Dave Smetana, Police Chief; Doug McElmury, Fire & Rescue Chief; Matt Fineour, Village Engineer; John Steinbrink Jr., Public Works Director; Carol Willke, Human Resources Director; Dan Honore', IT Director; Sandro Perez, Inspection Superintendent; Craig Anderson, Recreation Director and Jane M. Romanowski, Village Clerk. Two citizens attended the meeting.

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. MINUTES OF MEETINGS - FEBRUARY 17, FEBRUARY 20, MARCH 6, MARCH 20 AND MARCH 25, 2017**

Dave Klimisch:

Move approval.

Steve Kumorkiewicz:

Second.

John Steinbrink:

Motion by Dave, second by Steve. Any comment or question, additions or corrections?

KLIMISCH MOVED TO APPROVE THE MINUTES OF THE VILLAGE BOARD FEBRUARY 17, FEBRUARY 20, MARCH 6, MARCH 20 AND MARCH 25, 2017 MEETINGS AS PRESENTED IN THEIR WRITTEN FORM; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 5-0.

- 5. CITIZEN COMMENTS**

John Steinbrink:

Anybody wishing to speak under citizens' comments? Hearing none I'll close citizens' comments.

6. ADMINISTRATOR'S REPORT

Mike Pollocoff:

I think I said enough during the last meeting so I'll defer.

7. NEW BUSINESS

- A. Receive Plan Commission recommendation and consider a Conceptual Plan for the vacant property located north of Main Street at 47th Avenue for the development of 72 condominium units including 38 single unit buildings and 17 two unit buildings to be known as The Cottages at Village Green Heights.**

Jean Werbie-Harris:

This is to consider approval of a conceptual plan at the request of Doug Stanich for the vacant property located north of Main Street at 47th Avenue for the development of 72 condominium units including 38 single-unit buildings and 17 two-unit buildings to be known as The Cottages at Village Green Heights.

As some background information, on March 10, 2003, the Village Board had approved a preliminary plat for the proposed development of this property. It included 50 two-unit condominium units or 100 units that was proposed to be known as the Village Green Heights Townhomes North. The plat was consistent with the Village Green Neighborhood Plan and the Village Green Heights conceptual plan as conditionally approved by the Village Board in 2001. The Village Green Heights Subdivision and Addition #1 Subdivisions were approved in 2004 and 2006 respectively. Most of the single family lots in that particular development have already been developed.

At this time the petitioner is requesting approval of a new conceptual plan for the development of the remaining formerly vacant property at that northeast quadrant of the Village Green Heights Development area. The land area is north of Main Street and at 47th Avenue, and its east of the extension of 98th Street. The petitioner is proposing to develop 72 single and two-unit condominiums, 38 single family units and 17 two family. It looks like we're not going to get the screen to work. Dan is here. I don't know if Dan maybe you could help out. I'll just keep talking. I'm not sure why it's not wanting to bring up the PowerPoint from the Board meeting.

The development will have four different ranch style homes. The ranch style homes within the condominium development will range in size from about 1,460 square feet to 1,830 square feet. And they will be two story Cape Cod units ranging from 1,900 to 2,200 square feet. The housing units will provide for two or three bedroom units. They will be master first floor bedrooms, full basements, two car garages, covered porches. The site will be fully landscaped with lawn irrigation. It is anticipated that the units will range from approximately \$270,000 to \$370,000 each. The developer anticipates starting construction on the required improvements by the end of

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this summer in 2017. And he'd like to anticipate that the project would be completely developed within two to three and a half to four years.

With respect to the Comprehensive Plan and the density of the development, the proposed development is consistent with the Village Comprehensive Plan and the Land Use Plan including the Village Green Neighborhood Plan. The development has a net density of about six units per acre. After the preliminary plat is approved and at such time that the final condominium plat is moved forward and a certified survey map and zoning text and map amendments are brought forward, the zoning of the property will also take place.

Again, just looking at the slides just to get you back in perspective, this is north of Main Street north of 47th Avenue, and it's in the Village Green Heights Subdivision. Again, the background information that we discussed it's kind of filling in or completing that last northeastern quadrant within that particular development. And, again, the plan to the right shows how the original two-unit plan was originally laid out back in 2001, '02 and '03. And we'll next be showing you exactly how we're proposing to develop it into the future. Also, this was a little before we did some digitizing of our neighborhood plans. This neighborhood plan did show development of this particular area as two-unit structures in 2001.

So the conceptual plan as proposed by Doug Stanich is The Cottages at Village Green Heights. Again, 72 condominium units including 38 single-units and 17 two-unit building. The conceptual plan is consistent with all the previous approvals with the exception of that reduction, again, from 100 units down to approximately 72 units. As you can see on the slide he is proposing to develop it in various phases. It looks like about three different phases, the south end to be developed first and then the eastern portion and then the northern portion of this site. The very southeastern corner of the site is a wet retention basin that will provide stormwater management for the development.

As I indicated they have four different models of ranch style homes that they're proposing. And they average in size from 1,460 square feet to 1,830. And, again, the two stories range in size from 1,900 to 2,200 square feet. As I mentioned they will have two or three bedrooms, and then the value of the units will range from \$270,000 to \$370,000.

The current zoning of the property is R-8 (UHO), Urban Two Family Residential District. This was rezoned back in the early 2000s. It has the Urban Landholding Overlay District still on it which would need to be removed as part of a rezoning at such time as it advances its preliminary plat for the condominium development.

The field delineated wetlands on the site in the southeast corner will need to be rezoned into the C-1, Lowland Resource Conservancy District. And there will be PUD or Planned Unit Development Overlay that is placed over the property that reflects some of the minor modifications that we are going to be requesting here. These wetlands were redelineated on October 27, 2016 by TRC Solutions. There's approximately just under one acre of wetlands on the site. They are working with the DNR because this area which is now classified as a wetland was actually a retention basin back then. And so we just need to make sure that they can maintain and manage this as a detention basin, retention basin for the site.

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Construction access as proposed by Mr. Stanich will come from Highway 165 north on 47th Avenue into the development. And Mr. Stanich and his investors will be responsible for installing all public improvements within the development including the concrete sidewalks, concrete public roadways as well as all other utility infrastructure within this development. Again, this is 100 percent funded by the developer.

Existing setbacks of the single family homes adjacent to the proposed development, this is an item that came up at the Plan Commission as part of the public hearing process, and I did provide you with hard copies. And then I just wanted to provide some information to you. If you have a single family condominium or if you have a single family house, the setbacks are rear setbacks of 25 feet, side yard setbacks of 10 feet. So I wanted to show you that the street yard setback in this case is being modified from 30 feet to 25. It is 30 feet in the adjacent Village Green Heights.

As you can see we put the footprints of the existing homes on the property to the west and where the condominium units would be located. Again, these are smaller units. They're intended to fit a certain demographic group within our community. And so they aren't intended to be a big single family home, three, four, five bedrooms, up to four or five kids. That's not the intention. This really kind of serves a little bit different market. And so from that respect these units are a little bit smaller. And many of them are ranch style homes with master bedrooms on the first floor just to accommodate a little bit different of a market. But as you can see the setbacks from the condominiums to the single family homes there's still a pretty substantial separation space. For the most part 25 feet plus 45 feet. So we're looking at 70 feet between the units.

So Mr. Stanich has presented the conceptual plan to the Plan Commission as part of a public hearing. We addressed a number of the comments and concerns I think and discussed these items at the Plan Commission meeting. As we continue to go through the process, again through the preliminary condominium plat, the final condominium plat, the declarations, the restrictions, the engineering plans, the landscaping plans, as we start to go through and zero in on all of these very specific documents the Village staff will be more and more refined for detail from the developer.

We will review - and it's his intention as well as the staff's intention that this be a very quality development, that it be very similar in character and feel to other developments that he has done. The closest one in Pleasant Prairie is Prairie Village north of 93rd Street. That also was a condominium development where there was a mixture of ones and twos and other sizes of condominiums all within the same development and mixture of them. We feel that since these are really owner occupied homes it's really not considered a multifamily development. It's a single family cluster development if you will. Because you do have single and two family ownership next to one another. And we think that it certainly is a concept that has been successful before, and we think it will be successful here.

The staff and the Plan Commission recommend approval as presented subject to all of the comments and conditions as outlined in the staff memorandum. Again, while he does want to begin this project by fall there's a lot of work to be done to finalize the engineering and all the other documents. And we will continue to work through that process with him.

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John Steinbrink:

Thank you, Jean.

Dave Klimisch:

I have a quick question on the landscape plan. It's kind of a detailed question, and maybe it's a big picture concept. But on the landscape I notice the properties on the west between the existing housing that are in Village Green and the proposed split condos there's some landscaping between the two properties which is nice. But in the middle of the new development there's a couple of properties that butt up to each other in the back, and I don't see any landscaping between them. So specifically lot numbers 48, 49, 36, 37. I guess is this landscaping plan is this specific or will there be more landscaping added so that those homeowners aren't looking into each other's back windows?

Jean Werbie-Harris:

This landscaping plan that's being shown was just purely for conceptual purposes. And it doesn't really reflect how they intend to develop and how it's going to be groomed throughout. Each of the areas will have foundation plantings around them. There's a drainage way that's going to be running down and through this area. They're going to be doing retaining walls. There's going to be gabion walls. There are a number of things. There's street trees that are going to be required along all of the public streets on both sides. So this is just more of a quick rendering or an idea of what might be there. But this is not by any means the final product of what's being proposed.

Dave Klimisch:

And being a condo association the dirt is all managed by the association?

Jean Werbie-Harris:

Correct.

Dave Klimisch:

Besides the trees near the sidewalk will all the properties have to have a certain amount of vegetation, certain kinds of trees.

Jean Werbie-Harris:

That will all be planted by the condominium association. It will be planted by the developer prior to occupancy for these properties. And that will be maintained as common open space by the entire association. So we will have that opportunity to take a look at each of these areas and each of these plans. There will be large plan sheets that will identify all the different plantings and what's going to be required.

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Some of the things we don't know is if someone chooses to do this style of ranch versus this style. So we're going to have a general idea of exactly how it's going to be around each of the units, but until that unit gets picked to go to a specific location that's when they have to refine that landscape plan to make sure it fits with the units that they chose to build.

Dave Klimisch:

So whoever buys the lot will pick the model?

Jean Werbie-Harris:

Unless there's some that are built on spec.

Dave Klimisch:

Okay, thank you.

John Steinbrink:

I'm looking for a motion.

Michael Serpe:

Move to concur with Plan Commission's recommendation.

Steve Kumorkiewicz:

Second.

John Steinbrink:

Motion by Mike, second by Steve. Now is there any further discussion?

SERPE MOVED TO CONCUR WITH THE PLAN COMMISSION RECOMMENDATION AND APPROVE A CONCEPTUAL PLAN FOR THE VACANT PROPERTY LOCATED NORTH OF MAIN STREET AT 47TH AVENUE FOR THE DEVELOPMENT OF 72 CONDOMINIUM UNITS INCLUDING 38 SINGLE UNIT BUILDINGS AND 17 TWO UNIT BUILDINGS TO BE KNOWN AS THE COTTAGES AT VILLAGE GREEN HEIGHTS, SUBJECT TO THE CONDITIONS SET FORTH BY STAFF; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 5-0.

John Steinbrink:

Thank you, Jean. The map is very helpful with the distances there because it looks a little different than what it looked like on the bigger map the other night.

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- B. Receive Plan Commission recommendation and consider a Lot Line Adjustment of approximately a 1,916 square foot triangular area between the properties located at 9800 72nd Avenue and the vacant property to the east to allow for the access to the vacant property without the need for an easement.**

Jean Werbie-Harris:

Mr. President and members of the Board, this is a request of Zilber Property Group for a lot line adjustment. The owners of the properties located at 9800 78th Avenue identified as Tax Parcel Number 92-4-122-211-0420 owned by Exeter, and the vacant property to the east identified as Tax Parcel Number 92-4-122-223-0120 owned by Centerpoint WisPark Land Company, LLC, are proposing to adjust their lot lines in order to detach just under 2,000 square feet or about 1,916 square feet of land from the Exeter property and attach it to the Centerpoint property. This is so that when that property identified as Parcel 3 of CSM 2291 is developed that there is a direct driveway basically connection from 72nd Avenue right into this development.

We are starting to work with plans at this time, and we'll be coming forth to the Plan Commission very soon with respect to this project. And so we're trying to set up so that the public access or the private driveways line up with the public roadway connections so that there aren't any jog driveway entrances and they line up with the property across the street. So they were able to do a lot line adjustment with the adjacent property so that there aren't any skewed driveway entrances on the adjacent street.

Both properties are zoned M-2, General Manufacturing District. And the lot line adjustment will allow for both properties to comply with the Land Division and Development Control ordinance as well as the zoning ordinance when that second property is developed. The staff recommends approval of the lot line adjustment subject to the petitioners recording the document and providing a recorded copy back to the Village staff within 30 days. Staff recommends approval.

Kris Keckler:

So moved.

Steve Kumorkiewicz:

Second.

John Steinbrink:

Motion by Kris, second by Steve. Further discussion?

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KECKLER MOVED TO CONCUR WITH THE PLAN COMMISSION RECOMMENDATION AND APPROVE A LOT LINE ADJUSTMENT OF APPROXIMATELY A 1,916 SQUARE FOOT TRIANGULAR AREA BETWEEN THE PROPERTIES LOCATED AT 9800 72ND AVENUE AND THE VACANT PROPERTY TO THE EAST TO ALLOW FOR THE ACCESS TO THE VACANT PROPERTY WITHOUT THE NEED FOR AN EASEMENT, SUBJECT TO THE CONDITIONS SET FORTH BY STAFF; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 5-0.

- C. Consider an Agreement authorizing the Pleasant Prairie Police Department to participate as an agency in the Suburban Mutual Assistance Response Team.**

John Steinbrink:

And the Chief has made a request that this be tabled at this time.

Kris Keckler:

Move to table.

Steve Kumorkiewicz:

Second.

John Steinbrink:

Motion by Kris, second by Steve.

KECKLER MOVED TO TABLE CONSIDERATION OF AN AGREEMENT AUTHORIZING THE PLEASANT PRAIRIE POLICE DEPARTMENT TO PARTICIPATE AS AN AGENCY IN THE SUBURBAN MUTUAL ASSISTANCE RESPONSE TEAM AS REQUESTED BY THE POLICE CHIEF; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 5-0.

- D. Consider Resolution #17-05 designating April 9-15, 2017 as National Public Safety Telecommunications Week.**

Chief Smetana:

Good evening, Mr. President and members of the Board. Each year we come in front of you asking you to acknowledge the hard work done by the emergency communications personnel during National Public Safety Telecommunications Week. We've got eight fantastic employees who -- if the police and the firemen are the face of public safety, they are the voice of it. They not only answer calls for service, they talk to people on the phone; they get critical information from people during what without hyperbole is probably the worse day of their lives. So their job is to get that information, get it correctly, get it precisely and then translate it back to the officers and firefighters who are on the scene. And they do that 365 days a year around the clock just like

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we do. So what we're looking for is the proclamation that acknowledges their efforts of a day-by-day basis.

Chief McElmury:

Well said. When people call that's the first voice they hear. That's the first voice we hear when we're toned out to alert us of an emergency and give us that critical information and be able to relay the information from in some cases very excited people because of what's happening and calmly get that information out and relay that to us so we can do our jobs when we get there. They're critical to our success and very much appreciated.

Michael Serpe:

People don't realize the amount of stress that goes along with a dispatcher. I mean that phone rings you don't know what's going to be on the other end when you pick it up. And unfortunately, and I'm not slamming dispatchers, but young cops don't realize what it's like to dispatch, and sometimes they're not very, very kind to dispatchers on occasions, and that happens. But dispatching is a very critical job. Kris's father did it for years, did a great job. He knows firsthand how critical that is. And they do a great job. And I would move approval of 17-05 and tell them thanks.

Dave Klimisch:

Second.

John Steinbrink:

Motion by Mike, second by Dave. Further discussion? Needs no discussion because they do a great job.

SERPE MOVED TO ADOPT RESOLUTION #17-05 DESIGNATING APRIL 9-15, 2017 AS NATIONAL PUBLIC SAFETY TELECOMMUNICATIONS WEEK; SECONDED BY KLIMISCH; MOTION CARRIED 5-0.

E. Consider a Relocation Order for the construction of storm water improvements in the vicinity of 90th Street and Lakeshore Drive.

Mike Pollocoff:

Mr. President, we're looking to issue this relocation order so we can begin the process to acquire a parcel of land along Lakeshore Drive. We've had over years a lot of difficulty in finding a way to construct any kind of stormwater improvement, whether it's a swale or a storm sewer in this area and have an outfall for that water to drain to. The land is kind of high on the ridge line there on that one side of Lakeshore Drive. And then it starts getting lower as you go the other way.

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So what we're proposing to do is that we begin the process. This is a vacant parcel. Acquire the land. Have the storm water utility construct an improvement on that property that will have an invert elevation at the street so that we can collect water from that drainage area, have it outfall to the lake. Try to install a storm water or a shoreline protection improvement out there that will make sure it doesn't get blocked. Get that squared away, and then turn around and resell the lot for residential purposes so that the storm water utility can get some money back on it and make it usable for the next person.

We have a set of all sorts of plans to be able to do something there, but they all hit the same wall that we can't get the water out. So I recommend we begin the process to acquire that property. And when we say a relocation order it's not to relocate, we're really looking to just acquire that property, but the statutes gives us the language we have to follow. So I request that this order be approved and the Village President and Clerk execute it and forward it to the County Clerk.

Michael Serpe:

Mike, are we doing an engineering study any further north from this property?

Mike Pollocoff:

We've studied this thing and did a lot of engineering. And we have studied a good part of Unit W, and we need a collection point, and this will provide that.

Michael Serpe:

So we're going to get things from the north to drain the south.

Mike Pollocoff:

And things from the west to drain east.

Michael Serpe:

That's perfect, okay.

Dave Klimisch:

I move approval.

Michael Serpe:

Second.

John Steinbrink:

Motion by Dave, second by Mike. Further discussion?

KLIMISCH MOVED TO APPROVE A RELOCATION ORDER FOR THE CONSTRUCTION OF STORM WATER IMPROVEMENTS IN THE VICINITY OF 90TH STREET AND LAKESHORE DRIVE; SECONDED BY SERPE; MOTION CARRIED 5-0.

F. Consider an award of contract for the 2017 Paving Program.

John Steinbrink, Jr.:

Mr. President and members of the Board, this evening I bring before you the paving program as bid out for 2017. There are 13 sections within this project, and I'll briefly describe each of them. Section 1 is River Road. We're looking at doing a two inch overlay over the entire length of the road. Cooper Road drainage basin we're looking to do a pulverize and relay. This is the section east of 57th, west of Cooper, north of 85th and south of 80, kind of a square in there. The sanitary division has spent probably the last six years relining the sewer in there, making improvements. Those have now been complete so now we're very comfortable repaving that area.

Section 3 is 42nd Avenue north of 85th. We're looking at doing a two inch overlay in there. Section 4 116th from Lakeshore Drive west to the tracks. Section 5 Bain Station Road doing a pulverize and relay from 104th Avenue to Highway C. Also making some stormwater improvements in there and continuing a bike trail along that component. Section 6 is Becker Park doing a pulverize and relay around the park and doing an overlay within the three stub roads off to the south, 48th, 49th and 50th.

Section 7 is Prairie Springs Park, stormwater improvements and spot concrete replacement. Section 8 is the 93rd booster station two inch overlay on the asphalt driveway to the booster station. Section 9 Bentz Lift Station actually it's a gravel access point right now. We'll be adding an asphalt driveway in there. Section 10 is the Sewer D trailhead parking lot, making a small parking lot off of the Sewer D road south of Highway C. Parking cars out there they use the path. Section 11 is improving the parking lot out at the Prange. Section 12 is an asphalt repair on 113th just to the west of County Trunk Highway H. And Section 13 is a price for pavement repairs within the Village of Pleasant Prairie.

There was one contractor that put in for this, Payne & Dolan, as the corrected bid amount of \$1,620,183.13. Two contractors pulled out a bid packet for this, Payne & Dolan and Stark Asphalt. Stark Asphalt just was awarded a large contract with a municipality and contractor so they were not able to bid. I did go through with the construction management group just to compare unit prices that we had from this year and compared to last year. And I was very happy to see that Payne & Dolan gave a very aggressive bid unit prices, actually lower than most of all the prices that we received last year which rarely happens. So they must not have gotten the memo that Stark was not going to put a bid in, and we're very happy for that.

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It actually came in quite a bit lower than what our engineer's estimate was for this project to the tune of probably just under \$200,000. So it's a very competitive bid. We're very happy with the unit prices that we did receive. And I would recommend an award of contract to Payne & Dolan for an amount not to exceed \$1,620,183.13.

Steve Kumorkiewicz:

So moved.

Dave Klimisch:

Second.

John Steinbrink:

Motion by Steve, second by Dave. Any discussion?

Dave Klimisch:

John, you said it was \$200,000 under our budget.

John Steinbrink, Jr.:

That's correct.

Dave Klimisch:

The number I'm looking at our budget was \$1.696, and the bid is \$1.620.

John Steinbrink, Jr.:

Keep in mind that the budget that we were talking about is just a general fund budget. And then the main budget that we passed in November that goes back to it is just general fund monies. But there were also monies allocated in the stormwater and the water utility and the solid waste component also. And then we also have money budgeted for in-house engineering and contingency which is not included. So this is just the money for the award of contract or the actual asphalt and the contractor work. There's still going to be additional monies allocated out for the engineering, the inspection and some of the other contingencies that we have within there. And so that's the variation within those numbers.

Dave Klimisch:

Good.

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John Steinbrink:

Other comment or question?

KUMORKIEWICZ MOVED TO AWARD A CONTRACT FOR THE 2017 PAVING PROGRAM TO PAYNE & DOLAN IN AN AMOUNT NOT TO EXCEED \$1,620,183.13; SECONDED BY KLIMISCH; MOTION CARRIED 5-0.

G. Consider the request of Fountain Ridge LLC to release Draw No. 2 of the Letter of Credit for the Fountain Ridge development.

John Steinbrink, Jr.:

Mr. President and members of the Board, I bring before you now draw request number 2 for Fountain Ridge for the areas that are shown up on the screen. It's generally located just to the west of County Trunk Highway H and north of Bain Station Road. The total work that's completed to date is highlighted. Green shows all the sanitary sewer that has been installed, and that's pretty much all of the sanitary sewer is installed per this draw. The majority of it was draw 1. And then also included in draw 2 is a little bit of water up to the north end off of 83rd Street.

This draw, draw number 2, just finishes up the sanitary as shown to the south, a little bit to the north and the water that's in there. So the total amount that is requested is \$108,688.25. We do hold a 15 percent contingency, that's \$16,303.24 just until everything is complete so we have some money held back. And so I am authorizing the release of \$92,385.01 to be released for the public improvements made to the Fountain Ridge Development.

Michael Serpe:

Move approval.

Dave Klimisch:

Second.

John Steinbrink:

Motion by Mike, second by Dave. Any other discussion?

SERPE MOVED TO APPROVE THE REQUEST OF FOUNTAIN RIDGE LLC TO RELEASE DRAW NO. 2 OF THE LETTER OF CREDIT FOR THE FOUNTAIN RIDGE DEVELOPMENT IN THE AMOUNT OF \$92,385.01; SECONDED BY KLIMISCH; MOTION CARRIED 5-0.

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8. VILLAGE BOARD COMMENTS – None.

9. ADJOURNMENT

**SERPE MOVED TO ADJOURN THE MEETING; SECONDED BY KLIMISCH;
MOTION CARRIED 5-0 AND MEETING ADJOURNED AT 7:10 P.M.**