

**AGENDA**  
**VILLAGE OF PLEASANT PRAIRIE**  
**PLEASANT PRAIRIE VILLAGE BOARD**  
**PLEASANT PRAIRIE WATER UTILITY**  
**PLEASANT PRAIRIE SEWER UTILITY**  
**Village Hall Auditorium**  
**9915 – 39<sup>th</sup> Avenue**  
**Pleasant Prairie, WI**  
**March 3, 2014**  
**6:00 p.m.**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Presentation of America's Farmers Grow Communities donation to the Fire & Rescue Department.
5. Minutes of Meetings – February 10 and February 17, 2014.
6. Citizen Comments (Please be advised per State Statute Section 19.84(2), information will be received from the public and there may be limited discussion on the information received. However, no action will be taken under public comments.)
7. Administrator's Report
8. New Business
  - A. Consider and approve a selection process for a vacant Village Board Trustee position.
  - B. Elect President Pro-Tem.
  - C. Consider appointment of a member to the Community Development Authority and the Kenosha Area Convention and Visitor's Bureau Board of Directors.
  - D. Consider Operator License Applications on file.
9. Village Board Comments
10. Enter into Executive Session pursuant to Section 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
11. Return to Open Session and Adjournment

The Village Hall is handicapped accessible. If you have other special needs, please contact the Village Clerk, 9915 – 39<sup>th</sup> Avenue, Pleasant Prairie, WI (262) 694-1400

**VILLAGE OF PLEASANT PRAIRIE  
PLEASANT PRAIRIE VILLAGE BOARD  
PLEASANT PRAIRIE WATER UTILITY  
PLEASANT PRAIRIE SEWER UTILITY**

**9915 - 39th Avenue**

**Pleasant Prairie, WI**

**February 10, 2014**

**Immediately following the 6 p.m. Plan Commission Meeting**

A special meeting of the Pleasant Prairie Village Board was held on Monday, February 10, 2014. Meeting called to order at 8:00 p.m. Present were Village Board members John Steinbrink, Monica Yuhas, Steve Kumorkiewicz and Mike Serpe. Trustee Allen was excused. Also present were Michael Pollocoff, Village Administrator; Tom Shircel, Assistant Administrator; Jean Werbie-Harris, Community Development Director; Rocco Vita, Village Assessor; Mike Spence, Village Engineer; and Jane M. Romanowski, Village Clerk. No citizens attended the meeting.

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

**4. NEW BUSINESS**

- A. Consider Resolution #14-05 approving Amendment #5 to Tax Increment District #2 (TID 2) related to proposed amendments to the TID 2 Project Plan.**

Mike Pollocoff:

Mr. President. We were all here at the Plan Commission meeting. Tom Shircel gave us a thorough and concise description of the elements of TID #2's project amendment No. 5. The TID Joint Review Board met today at 5 p.m. That board was seated and convened so this action tonight is to adopt Resolution #14-05 approving the amendment of this district ;and subsequently to this, in two weeks, the Joint Review Board will meet and consider approval the project plan. The only remaining item that needs to be completed which will receive separate approval from the Village Board will be the development agreement for the Riverview Corporate Park site and we would be bringing that back to you probably within a month to have that done. Unless you have any more questions of Tom or me, I would recommend that Resolution #14-05 be adopted as presented.

Steve Kumorkiewicz:

You know we were all here so consequently, I don't have any questions. I make a motion to adopt Resolution #14-05.

Mike Serpe:

I'll second that.

Village Board Meeting  
February 10, 2014

John Steinbrink:

Motion by Steve for adoption of Resolution #14-05; seconded by Mr. Serpe. Any discussion on this item?

**KUMORKIEWICZ MOVED TO ADOPT RESOLUTION #14-05 APPROVING AMENDMENT #5 TO TAX INCREMENT DISTRICT #2 (TID 2) RELATED TO PROPOSED AMENDMENTS TO THE TID 2 PROJECT PLAN; SECONDED BY SERPE; MOTION CARRIED 4-0.**

**5. ADJOURNMENT**

**YUHAS MOVED TO ADJOURN THE MEETING; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 4-0 AND MEETING ADJOURNED AT 8:05 P.M.**

**VILLAGE OF PLEASANT PRAIRIE  
PLEASANT PRAIRIE VILLAGE BOARD  
PLEASANT PRAIRIE WATER UTILITY  
PLEASANT PRAIRIE SEWER UTILITY  
9915 - 39th Avenue  
Pleasant Prairie, WI  
February 17, 2014  
6:00 p.m.**

A regular meeting of the Pleasant Prairie Village Board was held on Monday, February 17, 2014. Meeting called to order at 6:00 p.m. Present were Village Board members John Steinbrink, Monica Yuhas and Steve Kumorkiewicz. Clyde Allen and Mike Serpe were excused. Also present were Michael Pollocoff, Village Administrator; Tom Shircel, Assistant Administrator; Kathy Goessl, Finance Director; Dave Smetana, Police Chief; Doug McElmury, Fire & Rescue Chief; John Steinbrink Jr., Public Works Director; Carol Willke, HR and Recreation Director; Sandro Perez, Inspection Superintendent and Jane M. Romanowski, Village Clerk. No citizens attended the meeting.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **CITIZEN COMMENTS**

John Steinbrink:

Anybody wishing to speak?

5. **MINUTES OF MEETINGS - FEBRUARY 3, 2014**

Steve Kumorkiewicz:

Move to approve.

Monica Yuhas:

Second.

John Steinbrink:

Motion by Steve, second by Monica. Any discussion?

**KUMORKIEWICZ MOVED TO APPROVE THE MINUTES OF THE FEBRUARY 3, 2014 VILLAGE BOARD MEETING AS PRESENTED IN THEIR WRITTEN FORM; SECONDED BY YUHAS; MOTION CARRIED 3-0.**

6. **ADMINISTRATOR'S REPORT – None.**

Village Board Meeting  
February 17, 2014

**7. NEW BUSINESS**

- A. Consider Resolution #14-06 honoring Dan Thompson for his years of service as Executive Director of the League of Wisconsin Municipalities.**

Mike Pollocoff:

Mr. President, I've prepared a resolution for the Board to consider for Dan Thompson acknowledging his years of service as the Director of the League. You all have a copy of it. I'm not sure it's necessary to read it. But I'd request that this 14-06 be adopted and we'd forward this to the League. They're going to have a presentation to Dan on March 13th. So, who knows, he might pick up 400 plaques to stick on his wall. He's been a good friend of the Village so I'd recommend adoption.

Steve Kumorkiewicz:

So moved to adopt Resolution 14-06.

Monica Yuhas:

Second.

John Steinbrink:

Motion by Steve, second by Monica. Any discussion?

**KUMORKIEWICZ MOVED TO ADOPT RESOLUTION #14-06 HONORING DAN THOMPSON FOR HIS YEARS OF SERVICE AS EXECUTIVE DIRECTOR OF THE LEAGUE OF WISCONSIN MUNICIPALITIES; SECONDED BY YUHAS; MOTION CARRIED 3-0.**

- B. Consider Animal Control Agreement with Clawz and Pawz.**

Mike Pollocoff:

Mr. President, before us is a renewal of the agreement with Clawz and Pawz who collects the canines and animals for us that go to the shelter. They've also provided some of the extraordinary work that we've done. I recommend that this agreement be approved for a period of one more year.

Steve Kumorkiewicz:

So moved.

Monica Yuhas:

Second.

Village Board Meeting  
February 17, 2014

John Steinbrink:

Motion by Steve, second by Monica. Any discussion on this item?

**KUMORKIEWICZ MOVED TO APPROVE THE 2014 ANIMAL CONTROL AGREEMENT WITH CLAWZ AND PAWZ; SECONDED BY YUHAS; MOTION CARRIED 3-0.**

**C. Consent Agenda**

- 1) **Approve Operator License Applications on file.**
- 2) **Approve Letter of Credit Reduction for Ashbury Creek Subdivision.**

Monica Yuhas:

So moved.

Steve Kumorkiewicz:

Second.

John Steinbrink:

Motion by Monica, second by Steve. Any discussion on the consent agenda?

**YUHAS MOVED TO APPROVE CONSENT AGENDA ITEMS 1 AND 2; SECONDED BY KUMORKIEWICZ; MOTION CARRIED 3-0.**

**8. VILLAGE BOARD COMMENTS – None.**

**9. CONSIDER ENTERING INTO EXECUTIVE SESSION PURSUANT TO SECTION 19.95(1)(G) WIS. STATS. TO CONFER WITH LEGAL COUNSEL FOR THE GOVERNMENTAL BODY WHO IS RENDERING ORAL OR WRITTEN ADVICE CONCERNING STRATEGY TO BE ADOPTED BY THE BODY WITH RESPECT TO LITIGATION IN WHICH IT IS OR IS LIKELY TO BECOME INVOLVED.**

Jane Romanowski:

Just need a motion and a second and then a roll call vote.

Monica Yuhas:

Motion to go into executive session.

Steve Kumorkiewicz:

Second.

Village Board Meeting  
February 17, 2014

John Steinbrink:

Motion by Monica, second by Steve. The Board will return to open session for the purpose of adjournment only. No other business will be conducted.

**YUHAS MOVED TO ENTER INTO EXECUTIVE SESSION; SECONDED BY KUMORKIEWICZ; ROLL CALL VOTE – STEINBRINK – YES; YUHAS – YES; KUMORKIEWICZ – YES; MOTION CARRIED 3-0.**

**10. RETURN TO OPEN SESSION AND ADJOURNMENT**

After discussion, **YUHAS MOVED TO RETURN TO OPEN SESSION AND ADJOURN THE MEETING; SECONDED BY KUMORKIEWICZ; ROLL CALL VOTE – STEINBRINK – YES; YUHAS – YES; KUMORKIEWICZ – YES; MOTION CARRIED 3-0 AND MEETING ADJOURNED AT 7:40 P.M.**

**Village of Pleasant Prairie  
Office of the Village Administrator**

**February 27, 2014**

**TO:** Members of the Village Board

**FROM:** Michael R. Pollocoff  
Village Administrator

**RE:** Vacancy on the Village Board

With the resignation of Monica Yuhas as Trustee #1, the Village Board must now make a determination to fill that vacancy. Wisconsin State Statute 17.23(1) (a) specifies that vacancies for Village elected offices are filled by appointment by a majority vote of the members of the Village Board for the remaining unexpired term.

**Method of Appointment**

Wisconsin Statutes provide that vacancies must be filled by appointment by the governing body of the Village. However the statutes are silent on a procedure for making such an appointment, and governing bodies may determine their own procedure for nominating candidates and the ultimate selection. Wisconsin Statute 19.88 does prohibit filling a vacancy by a secret ballot and the selection must be made at a noticed public meeting by a public vote. Section 17.24 of the statutes requires that a "majority of the members" may vote and there is no guidance on how votes may be taken. Once a vote has been conducted and an individual has been elected to fill the remaining term of the vacant seat, the Village Board cannot rescind or reconsider its decision.

**Recommendation:**

Advertise for interested individuals to apply for the position of Trustee #1 by completing a resume and application, along with a letter describing their education, work, and civic accomplishments and why they want to be appointed to the position of Trustee #1. Completed applications and resumes must be submitted to the Village Clerk by 5:00 pm on March 7, 2014. Interviews with prospective candidates shall be scheduled the week of March 10-14. The Village Board would consider recommended candidates for election at their March 17, 2014 meeting.

# MEMORANDUM

**TO:** VILLAGE BOARD OF TRUSTEES  
**FROM:** JOHN P. STEINBRINK SR.  
VILLAGE PRESIDENT  
**DATE:** FEBRUARY 25, 2014  
**RE:** COMMISSION APPOINTMENT

I recommend the following appointment to the committee and for the term listed below:

## **Community Development Authority**

Mike Serpe

Term – August 5, 2014

*\*\*\* Trustee Serpe will fill seat vacated by Trustee Yuhas*

## **Kenosha Area Convention and Visitor's Bureau**

Mark A. Wistar

Term – May 1, 2017

\* \* \* \* \*

**CLERK'S CERTIFICATION OF  
BARTENDER LICENSE APPLICATIONS  
Period Ending:      February 25, 2014**

I, Jane M. Romanowski, Village Clerk of the Village of Pleasant Prairie, Kenosha County, Wisconsin, do hereby certify the following persons have applied for bartender licenses and **each applicant is in compliance with the guidelines set forth in Chapter 194 of the Municipal Code.** I recommend approval of the applications for each person as follows:

NAME OF APPLICANT

LICENSE TERM

1. Shane M. Switzer

thru June 30, 2015

Jane M. Romanowski  
Village Clerk