

## Village of Chenequa

CHENEQUA VILLAGE BOARD MEETING  
MINUTES OF MONDAY, APRIL 11, 2011  
Unofficial until approved by the Village Board  
Approved as written (✓) or with corrections ( ) on 5-9-2011

The regular meeting of the Board of Trustees of the Village of Chenequa was held at 7:00 p.m. on Monday, April 11, 2011, at the Village Hall, 31275 W. Hwy K, Chenequa. Legal requirements for notification of the news media were met.

Following is the attendance list:

Mr. Robert T. Foote, Jr. / President – present  
Ms. Jo Ann F. Villavicencio / Trustee – present  
Ms. Susan Wilkey/ Trustee – present  
Mr. Andy Gehl / Trustee – present  
Mr. Jack MacDonough/ Trustee – absent  
Ms. Carol Manegold/ Trustee – present  
Mr. Bronson Haase / Trustee – absent  
Attorney Susan Sager / Village Attorney - present  
Mr. Robert Douglas / Administrator -Police Chief – present  
Ms. Bonita Zimdars / Clerk-Treasurer – present

### Attendance

None.

### Public comment period

None.

### Presentation of 2010 Financial Statements by Carrie Gindt of Reilly, Penner & Benton LLP.

Financial statements were reviewed and it was noted that revenues exceeded the budgeted amount by 1.29% and expenditures fell below the budgeted amount by 3.12%. Various graphs were also reviewed. It was suggested that an electronic backup of the accounting records be stored off site.

### Review and consider approval of resolution # 2011-04-11-01 approving the receipt of the 2010 audit.

Motion (Manegold, Gehl) to approve the receipt of the 2010 audit, *Carried Unanimously.*

### Approve minutes of the March 14, 2011 Board Meeting.

Motion (Manegold, Gehl) to approve the minutes of the March 14, 2011 Board meeting, *Carried Unanimously.*

### Clerk/Treasurer

#### Present invoices for approval.

President Foote asked about the V plow expenses listed on page 4 of the invoices. Administrator/Police Chief Douglas said either the 8 foot plow could be repaired, or the Village could go to a 10 foot plow for about the same cost. He said this expense falls under maintenance. Trustee Manegold said she thought the Bird City signs were free, and Trustee Villavicencio told her they were not, and that there were certain criteria for renewal. She said the May 9<sup>th</sup> village board meeting would have some type of celebration which honors the Village as "Bird City".

Motion (Villavicencio, Gehl) to approve the invoices as presented, checks # 6527 – 6634, *Carried Unanimously.*

### Report on Investment activity.

It was noted that the loans totaling \$212,415.60 through the Commissioner of Public lands had been refinanced through Hustisford State bank at an interest rate of 2.75% over six years. These loans were for the dump remediation as well as a new 4WD tractor purchased for the highway/forestry department.

**Preliminary – Review and consider remodeling plans submitted by Peter Gottsacker at 7155 N Hwy 83.**

President Foote said the Plan Commission had given preliminary approval earlier in the evening to the plans for remodeling, and Administrator/ Police Chief Douglas and Building Inspector Tising had said the plans meet the code. President Foote also said there was lighting and environmental damage caused by the previous owners, so the current owners would be encouraged to make improvements.

**Review and consider approval of three new operator’s licenses as submitted by the Chenequa Country Club: Earl Doran, Rachel Ellingson, and Erick Belus.**

Administrator/Police Chief Douglas said background checks had been done on all applicants and no issues were found.

Motion (Gehl, Villavicencio) to approve the operator’s licenses, *Carried Unanimously*.

**Discussion on the possible creation of an Investment Policy for the village of Chenequa.**

Attorney Sager said the Village does not have a formal investment policy, and financial decisions are made on a case-by-case basis. She asked if the Village wanted to continue on a case-by-case basis, or if the Board wanted to delegate authority. Trustee Gehl said the Village has always been extremely conservative, and has done a good job managing reserves. Trustee Manegold asked if there were any negatives to having a policy. Administrator/Police Chief Douglas said a past trustee had concerns with investing in the Local Government Investment Pool. Administrator/Police Chief Douglas and Clerk Zimdars said they would like to see a formal investment policy created for Chenequa.

**Review and consider adoption of resolution # 2011-04-11-02 to clarify the Village’s policy for the Capital Equipment account.**

Administrator/Police Chief Douglas said currently everything over \$250 or more is being capitalized. The auditor said this policy can be changed by Village Board action only. President Foote suggested anything totaling \$5,000 or below should be considered an operating expense AND over a 5 year life span. He said infrastructure should be at \$10,000. Trustee Gehl said \$10,000 seems low and if it is above then 1/5 goes into operating. It was then suggested that any expense amortized over time should be capitalized, but if it is to be paid in the current year, then it should be considered an expense. It was the consensus of the Village Board to move the limit to \$25,000 and a five year amortization period. It was mentioned that up until now the Village did not maintain a separate capital account. Lake Country Fire and Rescue has projected capital needs for the future. The Village will also be capped at 0% levy increase for the next 2 years. Proceeds for the sale of equipment should go to this capital account rather than the general fund.

Motion (Gehl, Wilkey) to approve resolution # 3011-04-11-02 which clarifies the Capital Equipment policy, *Carried Unanimously*.

**Committee Reports**

**Public Safety** – no report.

**Operations** – no report.

**Plan Commission** – met earlier.

**Open Space** – no report.

**Board of Appeals** – President Foote said there is a pending appeal asking for the restoration of the shoreline along Cornell Lake, but the application didn’t make it past the Village Administrator because the plan is in violation of the Village’s ordinances.

**Personnel Committee** – no report.

**Hwy 83 Task Force** – no report.

**Emergency Government Committee** – no report.

**Lake Management Ad Hoc Committee** – no report.

**Police Commission** – no report

**Lake Country Fire and Rescue Board** – meeting on Thursday.

**Report of Village Administrator.**

Administrator/Police Chief Douglas said all committee appointments will be considered at the May meeting of the Village Board.

**Report of Village President**

A letter of response that was written by the DNR to the Village regarding the proposed Hwy 83 launch site on North Lake was read to the Board by Trustee Villavicencio.

**Report of Village Attorney**

No report.

**Agenda items to be considered for future meetings of the Village Board.**

**Adjournment.**

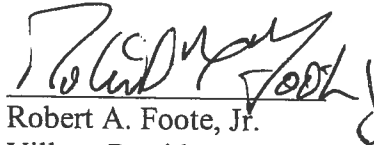
Motion (Manegold, Villavicencio) to adjourn the April 11<sup>th</sup> meeting of the Village Board at 8:02 p.m., Carried Unanimously.

Respectfully submitted by:



Bonita Zimdars  
Clerk/Treasurer

Approved and Ordered Posted by:



Robert A. Foote, Jr.  
Village President