CHENEQUA VILLAGE BOARD MINUTES
OF MONDAY, JUNE 11, 2018.
Unofficial until approved by the Village Board.
Approved as written (✓) or with corrections ( ) on 7-9-18.

A regular meeting of the Board of Trustees for the Village of Chenequa was held immediately following the Plan Commission meeting at 6:11 p.m. on Monday, June 11, 2018, at the Village Hall, 31275 W County Road K, Chenequa, Wisconsin. Legal requirements for notification were met. Members in attendance:

Ms. Susan Wilkey / Village President – present
Ms. Jo Ann Villavicencio / Trustee – present
Ms. Carol Manegold / Trustee – present
Mr. Michael Pranke / Trustee – present
Mr. Robert Bellin / Trustee – present
Mr. Helmut Keidl / Trustee – present
Mr. John Syburg / Trustee – present
Attorney Gartner / Village Attorney – absent
Attorney Luljak / Village Attorney - present
Mr. Douglas / Village Administrator-Police Chief – present
Ms. Little / Village Clerk – present

Call to Order
Pledge of Allegiance

Attendance
Kevin Keith, Alan Enters and Cody Lincoln

Public Comment
None

Presentation by Chief Kevin Keith on the Comprehensive Emergency Management Plan (CEMP)
Chief Keith presented the CEMP to the Trustees. The first step is to have the City of Delafield, Village of Nashotah and Village of Chenequa approve the CEMP. Once each community has adopted the plan, it will then be sent out as an official document.

The CEMP is based on Waukesha County’s (County) plan in order to optimize functionality. The CEMP identifies a master list of potential hazards. The CEMP provides guidelines on how the Village can respond, mitigate and deal with any potential hazards. The CEMP describes basic strategies (department policies), assumptions and lays out optional goals and objectives. The Federal Emergency Management Agency (FEMA) identifies four phases of emergency management: (i) prevention, (ii) preparedness, (iii) response, and (iv) recovery. The highest elected official is the person in charge. Chief Keith is the Emergency Manager, which serves as the intermediary between the incident and the Village President. The Village President has the authority by state statute to declare an emergency. When a state of emergency is called, the County and State of Wisconsin then become involved. Roles and responsibilities are also laid out in the CEMP. After the CEMP is signed and approved, each community will select an alternate person to account for any absence of the Village President when an emergency arises.
The next step involves training. Training will be scheduled this fall at Station 1 for all three communities; followed by the Police Department and Department of Public Works.

**Approval of minutes from the Village Board meeting held on May 14, 2018**
Motion (Manegold/Villavicencio) to approve the minutes of the Village Board meeting held on May 14, 2018. *Motion carried*

**Approval of Invoices**
Motion (Villavicencio/Pranke) to approve invoices as presented. *Motion carried*

**Review and consider action on a Certified Survey Map submitted by Jonathon and Kelly Thiel of N61 W28855 Parkside Place Hartland, WI, Being a part of the SE ¼ and NE ¼, of the NE ¼ of Section 25, Town 8 North, Range 17 East Town of Oconomowoc, Waukesha County, Wisconsin Also being part of Lots 17 and 18, Block 2 Kutschenreuter’s Hillside Park Subdivision And all of Lots 4, and 5 and part of Lot 6, Tweeden’s Subdivision No. 2 and unplatted lands per Village Code 6.18(16) Extraterritorial Jurisdiction**
Administrator Douglas reviewed the CSM submitted by Jonathan & Kelly Thiel per Village Code 6.18(16) extraterritorial jurisdiction. This CSM was approved in 2017. A few minor corrections needed to be made, which is why this CSM was resubmitted for approval. Administrator Douglas recommended re-approval.

Motion (Panke/Manegold) to re-approve the CSM submitted by Jonathon and Kelly Thiel per Village Code 6.18(16) Extraterritorial Jurisdiction. *Motion carried*

**Review and consider application for a new residence submitted by Bruce & Kathy Brown of 31706 W Pine Meadows Lane**
Administrator Douglas reviewed the application for new residence submitted by Bruce and Kathy Brown of 31706 W Pine Meadows Lane. This is a one-story single family residence located on 6.839 acres. All zoning requirements, lighting and side yard setbacks have been met. Plan Commission did recommend final approval.

Motion (Panke/Villavicencio) to approve the application for a new residence submitted by Bruce & Kathy Brown of 31706 W Pine Meadows Lane. *Motion carried*

**Review and consider action on An Ordinance Amending and Restating Section 8.03 of the Village Code – Outdoor Burning; Ordinance No. 2018-05-14-01**
Administrator Douglas explained the omission of Section 8.03(10) regarding penalties from the Village Code, which was previously approved at the Village Board meeting in May of 2018. Re-approval of the most current version was requested.

Motion (Manegold/Syburg) to amend and restate Section 8.03 of the Village Code pertaining to outdoor burning. *Motion carried*

**Discussion and review for the recodification of Chapter 6 Zoning Code**
Follow-up comments and questions from the roundtable discussion held on June 5th have been incorporated into the revised version. The shoreline/wetland portion of Chapter 6 will be submitted to the Wisconsin Department of Natural Resources (DNR) for approval. No substantive changes have been made to this section.
Establish a public hearing date and time for the consideration and adoption of amending and restating Chapter 6 of the Village Code - Zoning (Monday, July 9th)
Motion (Syburg/Villavicencio) to set a public hearing date of Monday, July 9th at 6:30 p.m. for consideration and adoption of the recodification of Chapter 6 Zoning Code. Motion carried

Review and consider adoption of the Comprehensive Emergency Management Plan:
Resolution 2018-06-11-1
Motion (Bellin/Keidl) to adopt the Comprehensive Emergency Management Plan. Motion carried

Review and consider renewal of Chenequa Country Club’s liquor license covering the period July 1, 2018 through June 30, 2019
Motion (Syburg/Keidl) to approve issuance of a liquor license to the Chenequa Country Club for the period July 1, 2018 through June 30, 2019. Motion carried

Discussion regarding shoreline zoning violations
Forester Lincoln reported on the shoreline zoning violation. On Monday, June 4th, Mr. Lincoln was made aware of a substantial cutting of the shoreline area at Chenequa Country Club. Mr. Lincoln observed the hillside area between the 18th green and the lakeshore of Beaver Lake. Measurements were taken and the overall cutting width along the lakefront (north/south) was determined to be 145 feet. The length of the cut area (east/west) was measured at approximately 100 feet, which exceeds the 75 foot buffer strip as required by the Village Code. The change in elevation from the top of the hill to the lakefront is approximately 45 feet (955 at the top of the hill to 910 at the shorefront). The steepest point of the slope is approximately 70%. Forester Lincoln received no cutting permit application.

On Tuesday, June 5th, Forester Lincoln, Administrator Douglas and Building Inspector Lipke met with Golf Course Superintendent Jim Shaw to address this issue. Mr. Shaw explained that he was ordered to create a view. There was no management plan other than to remove buckthorn and smaller trees to create a view. The first concern on the timeline plan was erosion control as there was nothing left to hold the ground from washing into Beaver Lake when it rains. The next priority is replanting by June 15, 2018 in order to stabilize the ground. The deadline for all plantings to be completed is August 1, 2018. Due to the slope of the hill and in an effort to achieve success with the plantings, replacement trees will have a diameter of 1-1.5". Mr. Lincoln will oversee the replanting will verify the Club’s compliance with the Village’s order.

Due to the severity of the violation, the proposed fine for this zoning violation consists of $2,500 plus 35% for administrative fees for a total fine of $3,375. Failure to comply and meet the specified deadlines will result in an additional daily penalty of $50 for each day until compliance is achieved.

Committee Reports
Lake Country Fire & Rescue Board - Trustee Bellin advised that Bob Rafferty was sworn in as a new paramedic/emergency medical technician. Mr. Rafferty’s anticipated start date is July 7, 2018.

Report – Village Forester
Forester Lincoln submitted a written report on:

1. Algae on Shore – This is the time of year that residents will observe light green algae matted across the bottom and along shorelines of the lake. This filamentous algae is very common and results from a surplus of nutrients in the water, which aquatic vegetation is not fully developed to utilize. As a result, filamentous algae populations explode. When the water temperatures approach the mid-upper 60’s the majority of this algae will begin to break apart
and disappear. Filamentous algae populations would be reduced if we could reduce sediment loading into the lake during spring. Installation of natural riparian buffers and stopping the use of lawn fertilizer are the two best ways to ensure clean, clear and healthy lakes for years to come.

2. Lake Spraying – Lake treatments in the Village are now underway. The first treatment on Cornell Lake took place on Thursday, May 17, 2018. Fortunately, the DNR permitted a “whole lake treatment” allowing us to really make an impact on Cornell’s milfoil population. On Monday, June 4, 2018, marine biochemists visited Pine Lake to assess the change in milfoil presence since last fall. They reported a 40-50% reduction in milfoil and a slight increase in curly leaf pondweed. We are planning to have our first treatment on Pine between June 21 - June 27, 2018. A final date has not been determined as of yet.

3. Sharp Shooting – Sharp shooting for the year finished off strong during the month of February. We ended the year by filling all 40 tags allotted by the DNR. The sharp shooters would have finished up much sooner; however, we made the request for our sharpshooters to only harvest antlerless deer. To save money, we also requested to “opt out” of our annual aerial deer survey. We will continue to “opt out” as often as allowed by the DNR. The sharpshooting program is continually changing due to new findings in chronic waste disease, which makes it difficult to predict future changes to the program. We will continue to update the Village with developments on this subject.

**Report - Village Administrator**
No report

**Report - Village President**
No report

**Report - Village Attorney**
No report

**Agenda items to be considered for future meetings of the Village Board**
- Public Hearing - Chapter 6 Zoning Code

**Adjournment**
Motion (Villavicencio/Pranke) to adjourn the meeting at 6:52 pm. *Motion carried*

Respectfully submitted by: Pamela Ann Little
Village Clerk

Approved and Ordered Posted by:
Susan L. Wilkey
Village President