

LEGISLATIVE/LICENSING COMMITTEE MEETING

CALEDONIA VILLAGE HALL

5043 CHESTER LANE, RACINE, WI 53402

Monday August 10, 2020

1. Call to Order

Trustee Wanggaard called the meeting to order at 4:31 p.m. In attendance were:

Committee Members: Trustee Wanggaard and Trustee Stillman (sat in for Trustee Prott). Also present were Trustee Wishau and Trustee Weatherston.

Absent: Trustee Prott was excused.

Staff/Others Present: Caledonia Administrator Tom Christensen, Finance Director Kathy Kasper, and Public Works Director Tom Lazcano.

2. Approval of minutes

Trustee Stillman motioned to approve the minutes as printed from July 13, 2020. Trustee Wanggaard seconded. Motion carried unanimously.

3. CSM Ordinance Update for Flag Lots and Length to Width Ratio Waivers

Lazcano explained that the Planning Commission requested modifications to the Land Division Regulations regarding Flag Lots and Length to Width ratio requirements. Currently, the Ordinance states Flag Lots are not allowed and puts a maximum Length to Width ratio at 2.5:1 for all properties, with no exceptions. These rules work well for most cases, however, there are times when a lot cannot meet one of these requirements but can meet all other requirements and in those instances, waivers were given. Some Commissioners feel waivers are warranted but the Ordinance is very rigid, so they do not vote for waivers, even if they support them. The Commissioners recommended modifying the Ordinance to allow for waivers in certain instances and with the recommendation of staff. The Public Works Director and Planning Director have come up with changes that would allow Flag Lots to exceed the maximum length to width ratio, under certain circumstances. These changes will allow Commissioners to vote on waivers that meet certain criteria as outline in the proposed changes.

Motion by Trustee Stillman to approve the CSM Ordinance Update for Flag Lots and Length to Width Ratio Waivers. Trustee Wanggaard seconded. Motion carried unanimously.

4. Review and Discussion of Procurement Policy

Kasper explained that this policy is proposed to further clarify section 2-4-25 Expenditure Policy and to implement procedures in preparation of the new financial record keeping software. This policy will affect all departments and entities that receive funds from the Village (except for the Racine County Health Department). She further explained the procedure from the initiation point to the approval and payment phase. There are different approval and payment procedures required by this policy that are

determined by the cost of the proposed purchased. This may be adjusted when the purchase order system is implemented.

Motion by Trustee Stillman to approve the Procurement Policy. Trustee Wanggaard seconded. Motion carried unanimously.

5. Adjournment

There being no further business, Motion by Trustee Stillman to adjourn the meeting at 4:56 p.m. Trustee Wanggaard seconded. Motion carried unanimously.

Respectfully submitted,

Joslyn Hoeffert
Deputy Village Clerk