

**VILLAGE OF GREENDALE
Board of Trustees Meeting Minutes
July 17, 2018**

President Birmingham called the meeting to order at 7:00 p.m. in the Board Room of Village Hall.

Roll Call

Present: Trustee Ouellette, Trustee Barbian, Trustee Busalacchi, Trustee Genz, Trustee Chadwick, President Birmingham
Absent: Trustee Cyborowski
Also Present: Todd Michaels, Village Manager
Sarah Weishar, Assistant Village Manager
Greg Daniels, Police Captain
Tim Saidler, Fire Chief
Mark Uecker, Director of Public Works
Sue Sheppard, Public Health Director
Ken Robers, Director of Inspection Services
Brian Williams-Van Klooster, Library Director
Kristen Victory, Clerk- Treasurer
John Macy, Village Attorney

Approval of Minutes

Regular Board Meeting of June 19, 2018 and Special Meeting of July 2, 2018.

Trustee Barbian moved, seconded by Trustee Ouellette, that the minutes from the Board of Trustees Meeting held on June 19, 2018 and the Special Meeting held on July 2, 2018 be approved since all Board members received copies of the same prior to tonight's meeting.

Ayes: Ouellette, Barbian, Busalacchi, Genz, Chadwick, Birmingham
Nays: NONE
Motion to approve: Carried

President Birmingham brought the presentation of the Proclamation to Marty Lubing forward from later in the meeting.

Marty Lubing served on the Greendale Library Board from 2008 to 2018; serving as the President from 2016 to 2018. She also volunteered many hours of her time and talent to the Library. Her leadership and organizational skills were utilized to promote library service, fundraise, and create and maintain programming for the library.

New Communications

#18-06 George Kusak – Serenity Blessed Home
Special Use/Building Permit Application to construct an Assisted Living Community Based Residential Facility (CBRF) for up to 11 residents at 7937 W. Holmes Avenue, Greendale, Wisconsin in accordance with Section 17.36(3) of the Greendale Zoning Code.

Applicant's goal is to provide group housing in a residential neighborhood setting. Manager Michaels stated that staff is recommending that this item be referred to the Plan Commission and Planning Consultant.

Trustee Chadwick moved to refer 18-06 Special Use/Building Permit Application from George Kusak to construct an Assisted Living Community Based Residential Facility (CBRF) for up to 11 residents at 7937 W. Holmes Avenue, Greendale, Wisconsin in accordance with Section 17.36(3) of the Greendale Zoning Code, to the Plan Commission and Planning Consultant, seconded by Trustee Barbian.

Ayes: Ouellette, Barbian, Busalacchi, Genz, Chadwick, Birmingham
Nays: NONE
Motion to approve: Carried

Citizens' Comments

Jerry Malek of 5681 Gladstone Lane stood and commented on parking and driving on Gardenway. Chris Leranthe of 6541 Hill Ridge Dr. stood and spoke about the Rock, methane and parking when the new stadium is built.

Standing Committee Reports

A) *Finance Committee-Trustee Barbian*

i. *Consider approving Applications for New and Renewal Beverage Operator Licenses. & Applications for a Temporary Class "B"/"Class B" Retailer's License. (FC 18-27)*

<u>Beverage Operator License</u>	<u>Establishment</u>	<u>Record Check</u>	<u>Training</u>
Nidhiben Patel	Peter's Food & Deli	Approved by Police	Completed
Jasmine Knueppel	Wal-Mart #5668	Approved by Police	Completed
Syed Ali	Wal-Mart #5668	Approved by Police	Completed
Britta Bukowski	Panther Pub & Eatery	Approved by Police	Completed
Melissa Marshall	The Explorium	Approved by Police	Completed
Laura Wiedel	Sendik's Fresh2Go	Approved by Police	Completed
Sina Pavia	Wal-Mart #5668	Approved by Police	Completed
<u>Temporary Class "B"/"Class B" License</u>	<u>Name of Event</u>	<u>Location of Event</u>	<u>Date of Event</u>
Greendale Lions Club	Greendale Village Days	Gazebo Park	August 10-12, 2018
Greendale Entertainment Association	Greendale Village Days	Hose Tower & Municipal Parking Lot	August 10, 12, 2018

Trustee Barbian moved to approve (FC 18-27) the Applications for New and Renewal Beverage Operator Licenses, seconded by Trustee Ouellette.

Ayes: Ouellette, Barbian, Busalacchi, Genz, Chadwick, Birmingham
Nays: NONE
Motion to approve: Carried

Trustee Barbian moved to approve (FC 18-27) Applications for Temporary Class "B"/"Class B" Retailer's License, Greendale Lions Club, seconded by Trustee Genz.

Ayes: Ouellette, Barbian, Genz, Chadwick, Birmingham
Abstain: Busalacchi
Nays: NONE
Motion to approve: Carried

Trustee Barbian moved to approve (FC 18-27) Applications for Temporary Class "B"/"Class B" Retailer's License, Greendale Entertainment Association, seconded by Trustee Busalacchi.

Ayes: Barbian, Busalacchi, Genz, Chadwick, Birmingham
Abstain: Ouellette
Nays: NONE
Motion to approve: Carried

ii. *Finance Committee Internal Audit Review of Bills Presented for Payment.*

President Birmingham randomly chose 3 items in each category for P-card items, checks and ach payments and checked them and the backup and all items looked well.

iii. *Approval of Accounts Payable checks for payment.*

Trustee Barbian moved to approve the Accounts Payable check numbers 54364 to 54439 in the amount of \$ 357,515.41, ACH payments of \$ 556,398.59, and P-card purchases in the amount of \$ 146,831.53 for a total of \$ 1,060,745.53 seconded by Trustee Ouellette.

Ayes: Ouellette, Barbian, Busalacchi, Genz, Chadwick, Birmingham
Nays: NONE
Motion to approve: Carried

iv. *Status of Accounts – May 31, 2018*

Clerk Treasurer Victory mentioned that building permits are coming in higher than budgeted and court penalties and cost are still slightly under budget.

- B) *Plan Commission-Trustee Chadwick – no meeting*
- C) *Library Board-Trustee Busalacchi – Trustee Busalacchi thanked the new Library Director, Brian Williams-VanKlooster for taking steps to keep the Library open during special events. The Library Salary resolution was approved that is predicted to spend fund balance. The Resolution brings all of the staff up to the 2017 Village Salary Resolution minimum which is still lower than comparable community average minimums. The 2019 Salary resolution if approved will expend the remaining fund balance and require increased revenue. Summer reading activity has been very heavy most activities have waiting lists. They are being helped greatly by volunteers, many of whom are school reading buddies during the school year.*
- D) *Public Works Committee-Trustee Barbian - no meeting*
- E) *Board of Health-Trustee Genz – There was no meeting. Trustee Genz reminded everyone that the Health Department is at the Saturday morning Greenmarkets and you can come and ask them questions.*
- F) *Public Health, Welfare & Safety-Trustee Cyborowski - no meeting*
- G) *Park & Recreation-Trustee Ouellette – There was no meeting. Trustee Ouellette commented that the Greenmarkets are going strong every Saturday.*
- H) *Public Celebrations-Trustee Ouellette – Nothing to report.*

Old Business:

- A) *Board and Committee Appointments & Resignations.*

None

New Business:

- A) *BOT 18-35 Consider adopting Ordinance No. 893: An Ordinance repealing and recreating Chapter 12 Entitled Licenses and Permits, subsection 12.03(4) Entitled License Application, subsection (a) Entitled Form.*

Manager Michaels stated that this will move the time period for application to 15 days prior.

Trustee Barbian moved to approve Ordinance No. 893: An Ordinance repealing and recreating Chapter 12 Entitled Licenses and Permits, subsection 12.03(4) Entitled License Application, subsection (a) Entitled Form, seconded by Trustee Ouellette.

Ayes: Ouellette, Barbian, Busalacchi, Genz, Chadwick, Birmingham
Nays: NONE
Motion to approve: Carried

- B) *BOT 18-36 Discussion and necessary action pertaining to a special event application from the Greendale Lions for Village Days.*

The annual Village Days celebration is scheduled for August 10th through the 12th from 2:00 p.m. to 11:00 p.m. Set up will take place on August 7-9th and breakdown on August 13th. The Greendale Lions Club will continue to provide food, beverages and entertainment. They are requesting the closure of Broad Street between Schoolway and Crocus Ct. every evening. The Public Celebrations Committee reviewed this special event request at their June 21st meeting and has recommended approval. The approval for the Greendale Entertainment Association portion of Village

Days was approved at a prior meeting.

Trustee Barbian moved to approve the special event application from the Greendale Lions for Village Days from August 10th through August 12th with the times listed in the special event application and the street closure request for Broad Street from Schoolway to Crocus Court, seconded by Trustee Ouellette.

Ayes: Ouellette, Barbian, Genz, Chadwick, Birmingham
Abstain: Busalacchi
Nays: NONE
Motion to approve: Carried

C) *BOT 18-37 Consider adopting Ordinance No. 894: An Ordinance repealing and recreating Chapter 8 Entitled Public Works, subsection 8.05 Entitled Obstructions and Encroachments.*

Manager Michaels stated it is for the Board to decide if there should be restrictions on placing item out for parades. It was put on the agenda at the request of President Birmingham after items for the July 4th parade were placed out several days before the parade. Manager Michaels modeled the wording after Cedarburg's ordinance that was recently enacted.

Trustee Busalacchi moved to approve BOT 18-37, Ordinance No. 894: An Ordinance repealing and recreating Chapter 8 Entitled Public Works, subsection 8.05 Entitled Obstructions and Encroachments with the addition of the following new language:

In #1...unless authorized as part of a special event permit and the addition of

(g) Small portable pop-up tents no larger than 12 ft. by 12 ft. in size are allowed to be placed for viewing of parades that have been authorized by the Village Board, provided that they shall not be placed on public grounds or land dedicated to public use prior to 7:00 a.m. the day of the parade and they shall not be affixed to the ground and they shall be occupied at all times, seconded by Trustee Barbian.

Ayes: Ouellette, Barbian, Busalacchi, Genz, Chadwick, Birmingham
Nays: NONE
Motion to approve: Carried

D) *Review and consider affirmation of Proclamation No. P2018-08 – Proclaiming Saturday, July 21, 2018 as Marty Lubing Day in the Village of Greendale in recognition for her years of service to the Greendale Public Library.*

Marty Lubing served on the Greendale Library Board from 2008 to 2018; serving as the President from 2016 to 2018. She also volunteered many hours of her time and talent to the Library. Her leadership and organizational skills were utilized to promote library service, fundraise, and create and maintain programming for the library.

Trustee Busalacchi moved to approve Proclamation No. P2018-08 – Proclaiming Saturday, July 21, 2018 as Marty Lubing Day in the Village of Greendale in recognition for her years of service to the Greendale Public Library, seconded by Trustee Barbian.

Ayes: Ouellette, Barbian, Busalacchi, Genz, Chadwick, Birmingham
Nays: NONE
Motion to approve: Carried

Officers Reports:

- A) Police Department Monthly Activity Report.
- B) Fire Department Monthly Activity Report.
- C) Department of Public Works Monthly Activity Report.
- D) Water & Sewer Utility Monthly Activity Report.
- E) Health Department Activity Report.
- F) Village Manager's Report- Grange Avenue is scheduled to be repaved in its entirety eastbound.
- G) Village President's Report- Thanks to Village Staff (DPW, Police, Fire and Health) for their participation on Saturday. The ICC group of communities is looking to go to uniform Trick or Treat hours for Halloween.

Citizens' Comments

Jackie Kraemer of 5729 Clover Lane spoke regarding setting up the parades and Crocus Court. Scott Satula, former Director of Inspection Services and Community Development stood and thanked the Board and the citizens for his years of service to the Village. Trustee Busalacchi thanked the Village Board, DPW, Police and Health Departments for their help with the Lions Club's five day 4th of July event. The event had the largest attendance of any event the Lions have ever done.

Closed Session

President Birmingham read:

- A) The Board shall convene in Closed Session pursuant to Section 19.85(1)(g) to confer with legal counsel 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 with respect to the Village's Sex Offender Residency and Sign Ordinances.
- B) Pursuant to Wisconsin State Statute Section 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Specifically, to discuss the Village Manager's goals and objectives for the third quarter of 2018.

The Board WILL NOT Return to Open Session to Act on Matters Discussed.

Trustee Barbian moved, seconded by Trustee Ouellette to convene in Closed Session at 8:24 p.m.

Ayes: Ouellette, Barbian, Busalacchi, Genz, Chadwick, Birmingham
Nays: NONE
Motion to approve: Carried

Adjournment

Trustee Ouellette moved, seconded by Trustee Barbian to adjourn.

Ayes: Ouellette, Barbian, Busalacchi, Genz, Chadwick, Birmingham
Nays: NONE
Motion to approve: Carried

The meeting adjourned at 10:03 P.M.

Respectfully submitted,

Kristen Victory
Clerk Treasurer