

**VILLAGE OF GREENDALE
Board of Trustees Meeting Minutes
January 15, 2019**

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 Cyborowski, Trustee Genz, Trustee Chadwick,
President Birmingham
Also Present: Todd Michaels, Village Manager
Sarah Weishar, Assistant Village Manager
Ryan Rosenow, Police Chief
Tim Saidler, Fire Chief
Mark Uecker, Director of Public Works
Sue Sheppard, Public Health Director
Brian Williams-Van-Klooster, Library Director
Kristen Victory, Clerk- Treasurer

Approval of Minutes

Regular Board Meeting of December 18, 2018.

Trustee Barbian moved, seconded by Trustee Ouellette, that the minutes from the Board of Trustees Meeting held on December 18, 2018 be approved since all Board members received copies of the same prior to tonight's meeting.

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

New Communications

#19-01	John Meiners J&J Contractors LLC	Special Use/Building Permit Application to build two sunrooms at 5603 – 5607 Azalea Court, Greendale, Wisconsin in accordance with Section 17.63(3) of the Greendale Zoning Code.
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Manager Michaels asked that these items be referred to the Plan Commission and the Planning Consultant.

Trustee Barbian moved to refer BOT 19-01 to the Plan Commission and Planning Consultant, seconded by Trustee Genz.

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

#19-02	Dave Pindel Seritage SRC Finance LLC	Special Use/Building Permit Application for the tenant buildout for TJ Maxx at 5200 S. 76 th Street.
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Trustee Barbian moved to refer BOT 19-02 to the Plan Commission and Planning Consultant, seconded by Trustee Ouellette.

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

#19-03 Todd Michaels Special Use/Building Permit Application to construct a Veterans Memorial on
 Village Manager the property located at the northeast corner of Southway and Broad Street,
 Parcel No. 663-0469.

Trustee Chadwick moved to refer Special Use/Building Permit Application to construct a Veterans Memorial on the property located at the northeast corner of Southway and Broad Street, Parcel No. 663-0469 to the Plan Commission and Planning Consultant, seconded by Trustee Genz.

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

Citizens' Comments

Elaine Unger of 4815 Sutton Lane, representing Wisconsin for Safe Technology stood and spoke about 5G technology and passed out handouts. Joe Russ of Shadow Drive in New Berlin representing 5597-99 Basswood Drive stood and commented on the Trustee position on the agenda and the state of Grange Avenue. Jackie Seibold of 5080 Maplewood Court stood and commented on the state of Maplewood Court. Janet Schultz of 7232 Dorchester Lane, representing the Greendale Marching Band Vendor Fair commented on Village Ordinances regarding vendor fairs and background checks.

Standing Committee Reports

A) *Finance Committee-Trustee Barbian*

i. Consider approving applications for New Beverage Operator Licenses and applications for Original Alcohol Beverage Retail License Class "B" Fermented Malt Beverages & "Class B" Liquor License and "Class A" Liquor License. (FC 19-01)

<u>Beverage Operator License</u>	<u>Establishment</u>	<u>Record Check</u>	<u>Training</u>
Holly Wallin	Shameless Soap Co	Approved by Police	Not Completed
Yasmina Scott	Shameless Soap Co	Approved by Police	Completed
<u>Original Alcohol Beverage Retail License</u>	<u>Address</u>	<u>Record Check</u>	<u>Agent</u>
Round One Entertainment, Inc.	5200 S 76 th Street	Approved by Police	Luke Hoss
Shameless Soap Co.	5300 S 76 th Street	Approved by Police	Holly Wallin

Trustee Barbian moved to approve (FC 19-01) Applications for New Beverage Operator Licenses contingent on the completion of training for those in need and applications for Original Alcohol Beverage Retail License Class "B" Fermented Malt Beverages & "Class B" Liquor License and "Class A" Liquor License, seconded by Trustee Ouellette.

Holly Wallin of Shameless Soap explained the business and that they will be featuring local wines for sale with their soaps and lotions. Steve Tajama of Round One explained that this is a Japanese business. They now have 30 entertainment shops in the US and this one is the first in Wisconsin. They will have a full bar.

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

ii. Discussion and necessary action on the purchase of police vehicles. (FC 19-02)

Chief Rosenow presented his memo. The Greendale Police Department has created a rotation schedule for replacing squad cars. That rotation schedule has been economical and still meets all the vehicle needs to protect the Village of Greendale. Each year the department researches the Police production vehicles on the market to determine which vehicles best meet the needs of the Greendale Police Department, are the best value, and will be the best operational vehicle for the Department. This year, (1) Chevrolet Tahoe and (1) Ford Interceptor were the vehicles chosen. The equipment from the Explorer (2015) will transfer over to the new vehicle. The new Chevrolet Tahoe is a re-designed vehicle and will require

new equipment. One of the old police squad cars (Ford Explorer) will be sold as soon as practical. Instead of selling the second car, it will be kept as a backup squad car for the department.

President Birmingham moved to approve the purchase of two (2) new police vehicles and the cost of set-up and equipment, seconded by Trustee Cyborowski.

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

iii. *Discussion and necessary action on the purchase of police Multi-Juris Dispatch and Storage Device. (FC 19-03)*

The Greendale Police Department currently dispatches emergency services for both the Village of Greendale and the Village of Hales Corners. Dispatch Multi-Juris is a record Management program (RMS) which will allow more efficient dispatching. This program allows dispatchers to more quickly and efficiently enter data into one location rather than using the two separate computers and two separate keyboards they now utilize. In addition, this allows Greendale to host their RMS program as well as gives Greendale the ability to host other future agencies. An additional server will be needed and is part of the Village server upgrades (Village SAN Project). This was included in the 2019 Budget at an amount of \$46,000. The overall price of the Multi Juris project should not exceed \$88,000. If the project goes as planned, the project would start in January and would hope to "go live" with Hales Corners in May of 2019. The cost of the project will be divided between Hales Corners and Greendale. Greendale will receive additional compensation when we begin hosting Hales Corners.

Trustee Barbian moved to approve purchasing equipment and licenses for Multi-Juris Dispatching, the cost not to exceed \$88,000 and for the purchase of a SANS Storage Device for \$46,000 as specified in FC 19-03 and outlined by Chief Rosenow, seconded by Trustee Ouellette.

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

iv. *Discussion and necessary action to hire a consultant to perform a System Analysis, Specifications and Project Administration Services Agreement for the Department of Public Works Re-roofing Project.. (FC 19-04)*

Ken Robers, Director of Inspection Services outlined his memo. The repair/replacement of the Public Works Department roof has been discussed for several years. The condition of the roof is making it imperative to repair/replace as soon as possible to avoid serious damage to the existing structure. The Village has previously worked with Industrial Roofing Services, Inc. for analysis & design, document development, and project administration on the Village Library roof. The previous Director of Inspection Services was very pleased with the professionalism and work that was performed for the Village. There was discussion questioning the value of hiring a consultant.

Trustee Barbian moved to table the item until a representative of the consultant can come in and speak to the Board, seconded by Trustee Ouellette.

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

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

Trustee Ouellette completed the internal audit for this month and took no exception to any of the items she selected.

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

Trustee Barbian moved to approve the Accounts Payable 54881 to 55066 in the amount of \$ 263,586.77, ACH payments of \$ 925,272.07, and P-card purchases in the amount of \$ 136,149.81 for a total of \$1,325,008.65, seconded by Trustee Ouellette.

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

vi. Status of Accounts – November 30, 2018

Clerk Treasurer Victory stated that the November numbers were in this meeting’s packet. Since staff is already working on December, she did not go into any detail on November numbers. Though there are still year end journal entries to be done, it is looking that revenues are coming in around budget and expenses under budget.

B) Plan Commission-Trustee Chadwick- No meeting

C) Library Board-Trustee Genz- No meeting.

D) Public Works Committee-Trustee Barbian

i. Discussion and necessary action pertaining to the 2019 Street Rehabilitation Program. (PW 19-01).

Village Engineer, Len Roecker, presented his memo. In late 2018 the Village Board conducted public meetings where the overall street system needs were identified as well as other Village Capital projects. The Village has approximately 12 miles of the Village Street system that is rated in fair to poor condition with an estimated cost of \$8,800,000 to rehabilitate this 12 miles (20% of the Village street network). The proposed 2019 projects are focused on the rehabilitation of a wide variety of streets in the Village that serve both high and low volume roadways in fair to poor condition. The recommended 2019 Program includes a Base Bid with four street segments and two Alternate Bids that could be added if favorable bid costs are received. The proposed 2019 projects are focused on the rehabilitation of a wide variety of streets in the Village that serve both high and low volume roadways in fair to poor condition.

The recommended 2019 Program includes a Base Bid with four street segments and two Alternate Bids that could be added if favorable bid costs are received.

<u>Project Work Area</u>	<u>Estimated Capital Fund Expense</u>	<u>Estimated Utility Funds Expense</u>
Base Bid		
1. Eastway (SW Quadrant)	\$366,000	\$163,000
2. Maplewood Ct.	\$30,000	\$3,000
3. Parkview Road	\$142,000	\$65,000
4. Doyle St.	\$112,000	\$28,000
Base Bid Program Totals	\$650,000	\$259,000
Alternate A		
A. Gladstone Lane	\$104,000	\$26,000
Alternate B		
B. Eastway Street Lighting	\$81,000	\$0

The Budget funds necessary for the Village’s 2019 Capital Projects Program are as follows:

<u>FUNDING SOURCE</u>	<u>AMOUNT</u>
A. CIP Fund	\$655,000
C. Stormwater Fund	\$218,000
D. Sanitary Fund	\$11,000
E. Water Fund	\$25,000
2018 Funding Total	\$909,000

Trustee Barbian moved to approve the 2019 Street Rehabilitation Program (PW 19-01) as outlined by Engineer Roecker, seconded by Trustee Ouellette.

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

- E) *Board of Health-Trustee Genz*-Trustee Genz shared several upcoming events: Tuesday, January 22 from 6:30-7:30 there will be a Radon presentation in the Community Room of the CLC, Wednesday, January 30 there will be a Mental Health and Substance Abuse seminar at the High School. There was a Stop the Bleed training on January 10th and 75% of Village staff have received this training as well. The Health Department has attained Level 3 status.
- F) *Public Health, Welfare & Safety-Trustee Cyborowski* -No meeting
- G) *Park & Recreation-Trustee Ouellette*- The Book is out and registration has begun.
- H) *Public Celebrations-Trustee Ouellette*

i. *Discussion and necessary action pertaining to the 2019 Village Days Parade (PCC 19-01).*

After years of declining attendance, the PCC voted to recommend to the Village Board to not have a 2019 Village Days parade. They are looking into other ideas.

Trustee Ouellette moved to not have the 2019 Village Days Parade (PCC 19-01), seconded by Trustee Barbian.

Ayes: Ouellette, Barbian, Chadwick, Birmingham
 Nays: Cyborowski, Genz
 Motion to approve: Carried

Old Business:

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

None.

- B) *BOT 18-55 Discussion and necessary action pertaining to the vacant Village Trustee position. (Placed on the agenda at the request of Trustees Cyborowski and Barbian.*

Trustees Barbian and Cyborowski indicated that because there are only two candidates on the April ballot and it takes a while for a new Trustee to get up to speed, appointing Matt Sell now will give him a chance to participate and speed up the education process. President Birmingham stated it could be confusing for people in April and appointing is not a good idea at this point. Trustee Genz confirmed that making an appointment now is not illegal. Trustee Chadwick stated that since he will be a Trustee starting in April the question is do the Trustees want to save the money.

Trustee Cyborowski moved to appoint Matt Sell as Village Trustee until the term expires, seconded by Trustee Barbian.

Ayes: Ouellette, Barbian, Cyborowski, Genz, Chadwick
 Nays: Birmingham
 Motion to approve: Carried

New Business:

- A) *BOT 19-01 Consider approving a Special Community Event Permit – Milwaukee County Historical Society – Trimborn Farm, 8881 W. Grange Avenue - “Harvest of Arts & Crafts”.*

Harvest of Arts and Crafts: September 7-8, 10:00 am – 4:00 pm -This event has been an annual fundraising event at Trimborn Farm with arts and craft vendors. Locations of exhibitors and concessions will be in the customary places. Parking will be on the grounds with additional parking in the field east of the Curtin House and a free shuttle will be provided between Southridge Mall and the drop off. They will be submitting their food, beverage and class B permit and license requests at a future date.

Trustee Barbian moved to approve the Special Community Event Permit – Milwaukee County Historical Society – Trimborn Farm, 8881 W. Grange Avenue - “Harvest of Arts & Crafts” scheduled for September 7-8, 2019 as presented in the special event applications, seconded by Trustee Ouellette.

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

- B) *BOT 19-02 Consider approving a Special Community Event Permit – Greendale Education Foundation – “School’s Out Let’s Celebrate”.*

The Education Foundation has applied for a special event permit to hold a “School’s Out” celebration to start summer break. The event is scheduled for Friday June 8th from 4pm to 9pm. They have requested the closure of Broad Street from Schoolway to Northway. There will be food and activities for the kids on the street. They may have some student performers, but no amplified music is planned. This event was approved by the Public Celebrations Committee.

Trustee Barbian moved to approve BOT 19-02, Special Community Event Permit for the Greendale Education Foundation School’s Out event on June 8, 2019 as presented in the special event application, seconded by Trustee Ouellette.

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

- C) *BOT 19-03 Discussion and necessary action pertaining to fees charged to nonprofit community-based organizations. Consider approval of Ordinance No. 903 an Ordinance amending Chapter 12 Licenses and Fees, Section 12.01(11) Arts and Crafts.*

Manager Michaels stated that after a number of requests over the years to look at changing the Municipal Code for “Not for Profit” organizations having vendor events. The Ordinance amends Chapter 12 of the Municipal Code to state: The permit fee shall not apply to an organization that meets one of the following requirements: an organization specified in §70. 11(12)(a), Wis. Stats. that is located within the Village; an educational, religious, community service, or benevolent institution that is located within the Village of Greendale and is specifically dedicated to public services and/or activities within the Village of Greendale as demonstrated by its articles of incorporation, bylaws, or other similar organizational documents to satisfy the Village Manager; this exception shall not apply to the required criminal history check

Trustee Barbian moved to approve BOT 19-03 (Ordinance 903) an Ordinance amending Chapter 12 Licenses and Fees, Section 12.01(11) Arts and Crafts as outlined by Manager Michaels and Clerk Treasurer Victory, seconded by Trustee Chadwick.

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

- D) *Consider affirming Proclamation No. P2019-01 – Proclaiming Monday, January 28, 2019 as Nikki Ortloff Day in the Village of Greendale in recognition for being named recipient of the Greendale Chamber of Commerce’s 2019 Educator of the Year Award.*
- E) *Consider affirming Proclamation No. P2019-02 – Proclaiming Monday, January 28, 2019 as Sara Totero Day in the Village of Greendale in recognition for being named recipient of the Greendale Chamber of Commerce’s 2019 Educator of the Year Award.*
- F) *Consider affirming Proclamation No. P2019-03 – Proclaiming Monday, January 28, 2019 as Leah Wycklendt Day in the Village of Greendale in recognition for being named recipient of the Greendale Chamber of Commerce’s 2019 Educator of the Year Award.*
- G) *Consider affirming Proclamation No. P2019-04 – Proclaiming Tuesday, January 29, 2019 as Greendale Chamber of Commerce 2019 Member of the Year Day.*

Trustee Barbian moved to approve Proclamation Nos. P2019-01 through P2019-04 as recognition for being named recipient of the Greendale Chamber of Commerce’s 2019 Educator of the Year Award (Nikki Ortloff, Sara Totero, Leah Wycklendt) and Greendale Chamber of Commerce 2019 Member of the Year (Harbour Village), seconded by Trustee Ouellette.

Ayes: Ouellette, Barbian, Cyborowski, 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- No
- G) Village President's Report- President Birmingham thanked everyone who attended the ICC meeting and stated that Greendale was well represented.

Citizens' Comments

Jeff Birmingham of 5601 Bramble Court stood and spoke regarding the Trustee appointment. Craig Presley of 5281 Oakton Lane stood and spoke about the Village Days Parade and the Trustee appointment.

Closed Session

The Board decided due to the lateness of the hour, not to go into Closed session as noticed.

Adjournment

President Birmingham moved, seconded by Trustee Ouellette to adjourn.

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

The meeting adjourned at 9:18 P.M.

Respectfully submitted,

Kristen Victory
Clerk Treasurer