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

### Roll Call

Present: Trustee Barbian, Trustee Ouellette, Trustee Sikorski, Trustee Chadwick, Trustee Busalacchi, Trustee Genz, President Birmingham
Also Present: Todd Michaels, Village Manager
Ryan Rosenow, Police Chief
Tim Saidler, Fire Chief
Scott Satula, Director of Inspection Services
Sue Shepeard, Public Health Director
Stephanie Kirby, Deputy Treasurer
Kristen Victory, Clerk- Treasurer
Len Roecker, Village Engineer

### Approval of Minutes

Regular Board Meeting of December 19, 2017 and Special Board Meeting of January 2, 2018.

**Trustee Barbian moved, seconded by Trustee Ouellette, that the minutes from the Board of Trustees Meeting held on December 19, 2017 and Special Board Meeting held on January 2, 2018 be approved since all Board members received copies of the same prior to tonight's meeting.**

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

### Public Hearing and Action Items

President Birmingham opened the public hearing.
President Birmingham closed the public hearing.

A) **BOT 18-01 – Consider approving a request for a Special Use approval, in accordance with section 17.36 of the Greendale Municipal Code, to remodel the exterior of the building located at 6601 Northway. (#17-07/PC 18-01)**

The Plan Commission recommends and Trustee Chadwick so moved, to approve the conversion of the existing building at parcel 663-0245-000 at 6601 Northway Greendale, WI with the following conditions:

a. The Village Engineer evaluates and approves the addition of impervious surface where asphalt paving is proposed to replace the existing green space;
b. The Applicant provides finalized signage plans that are approved by the Village’s Director of Inspection Services;
c. The Applicant provides a photo-metric plan for the building’s exterior lighting and cut sheets for lighting fixtures that are approved by the Village’s Director of Inspection Services;
d. The Applicant provides additional details pertaining to the dimensions, design type, style, finish, and color for the proposed wooden fence dumpster enclosure that are approved by the Village’s Director of Inspection Services; and,
e. The Applicant provides additional details pertaining to the materials, colors, and finish for the exterior of the proposed building conversion that comply with §17.36 “Special Use Provisions.”

It should be noted that additional evaluation and permitting may be necessary once the future use for this site is proposed. For instances in which a proposed use does not comply with the underlying regulations governing “B-4 General Existing Business Districts,” additional Applications for Plan Commission Review and Special Use/Temporary Use Approval may be necessary, seconded by Trustee Genz.
Ayes: Barbian, Ouellette, Sikorski, Chadwick, Busalacchi, Genz, Birmingham
Nays: NONE
Motion to approve: Carried

New Communications

None

Citizens’ Comments

Elaine Unger of 4815 Sutton Lane stood and spoke regarding the proposed cell tower and passed out a packet of papers to the Trustees.

Standing Committee Reports

A) Finance Committee-Trustee Barbian

i. Consider approving an Application for a Beverage Operator License. (FC 18-01).

<table>
<thead>
<tr>
<th>Beverage Operator License</th>
<th>Establishment</th>
<th>Record Check</th>
<th>Training</th>
</tr>
</thead>
<tbody>
<tr>
<td>Caitlin K Croegaert Koch</td>
<td>Vintage 38/Uma Wine Merchant</td>
<td>Approved by Police</td>
<td>Completed</td>
</tr>
</tbody>
</table>

Trustee Barbian moved to approve the New Beverage Operator License as listed in Finance Committee Report (FC 18-01), seconded by Trustee Ouellette.

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

ii. Consider action to add an additional Police and Fire Dispatcher position. (FC 18-02).

Chief Rosenow presented his memo. The Greendale Police Department currently employs 8 full-time Dispatchers covering three shifts in a rotating 5/2 4/2 schedule, working 8 hour shifts. Due to resignations and retirements the department has been operating short staffed and those remaining have not consistently had two days off in a row because of the shortages and overtime. Several dispatchers were consistently working with no off days and 12 hour shifts. Chief Rosenow requested a 9th dispatcher be hired in early 2018, the cost for the additional employee being offset by the potential savings in overtime.

Trustee Busalacchi moved to approve hiring a 9th Dispatcher in early 2018 as listed in Finance Committee Report with a review to the Board in 3 and 6 months (FC 18-02), seconded by Trustee Ouellette.

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

iii. Consider action to add an additional Police Officer position. (FC 18-03).

Chief Rosenow presented his memo. The Greendale Police Department has 17 sworn officers in the Patrol Division covering three shifts in a rotating 4/2 4/2 schedule, working 8.4 hour shifts. Two officers started January 4th, 2018 which brought the department up to full staff. Those two officers will not be ready for the road until May, 2018. Up until that time, we are working with 15 sworn Police Officers in the Patrol Division. An officer is scheduled for military deployment June, 2018. Without filling this position we will be forced to pay overtime to fill that vacant position. An additional officer trained and ready to fill the position in early May would greatly reduce the overtime paid out and potential stress and burn-out from Officers having to work additional shifts due to this shortage. Chief Rosenow requested an additional officer to be hired in early 2018 to be trained and ready to work by the time of the military deployment.

Trustee Barbian moved to the Village Board to pass an additional Police officer position to be hired as soon as possible (FC 18-03) as outlined by Chief Rosenow, seconded by Trustee Ouellette.
iv. Finance Committee Internal Audit Review of Bills Presented for Payment.

Trustee Chadwick randomly chose several items and checked them and the backup and found no discrepancies. She appreciates seeing the backup and likes this system and the opportunity to do the audit.

v. Approval of Accounts Payable checks for payment.

**Trustee Barbian moved to approve the Accounts Payable check numbers 53765 to 53886 in the amount of $193,128.89, ACH payments of $554,665.53, and P-card purchases in the amount of $155,419.54 for a total of $903,213.96, seconded by Trustee Ouellette.**

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

vi. Status of Accounts – November 30, 2017

Clerk Treasurer Victory mentioned that we are working on year end. The audit is the last week of February into the first week of March. We are in the process of doing year end journal entries and we appear to be in good shape. Our last very low interest rate investment has matured and we were able to reinvest it at a higher rate.

B) Plan Commission-Trustee Chadwick

i. Consider approving a request for a Special Use approval, in accordance with section 17.36 of the Greendale Municipal Code, to remodel the exterior of the building located at 6601 Northway. (#17-07/PC 18-01). Subject to a Public Hearing held earlier on this agenda.

-Subject of the Public Hearing held earlier in the meeting.

C) Library Board-Trustee Busalacchi – meeting tomorrow

D) Public Works Committee-Trustee Sikorski

i. Consider approving the 2018 Capital Projects including water main replacement. (PW 18-01)

Village Engineer, Len Roecker presented the memo. The proposed 2018 projects are focused on the replacement of the most problematic water mains in the Village and the resulting street rehabilitation work after the water main work. The subject water main segments in the Village system are the most unreliable water mains based on water main break history records and service disruptions to users. The Streets included in the recommendation are: Crocus Court, Conifer Lane, Dendron Lane, Dale Lane, Arrowood Street, Badger Court and Dellrose Court. The proposed improvements will be funded in part by the budget and by a 2 million dollar Water Utility bond which will likely increase the water rates by approximately 10%.

**Trustee Barbian moved to approve the 2018 Capital Projects PW 18-01 including water main replacement as outlined in the presentation, seconded by Trustee Ouellette.**

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

ii. Consider approving a request for an easement from WE Energies for their 2018 gas main relay project. (PW 18-02)

Wisconsin Electric Power Company has requested a 25 foot by 25 foot, 25 square foot, easement to construct a gas valve site at 51st and Grange. WE Energies is offering compensation for the Easement totaling of $6,469.00 consisting of
$910.00 for the permanent easement area, $559.00 for the temporary easement area and $5,000.00 in waiver of appraisal dollars if the Village of Greendale approves this compensation without asking for an appraisal as the Certificate of Authority for this project was approved by the Public Service Commission of Wisconsin. The Village paid $1,000 for the easement for the Village’s 94 square foot easement it received from the property owner at the intersection of Northway and Grange Avenue for the easement it received for the LED sign. WE Energies has stated that this gas valve site is a necessary part for their 2018 gas pipeline relay project.

Manager Michaels stated that the motion should include technical language that the Village attorney has asked to be included and also asked that a height restriction be placed on the easement. The WE Energies representative indicated that the easement will be provided since it has already been approved by the Public Service Commission.

**Trustee Barbian moved to approve the request for an easement from WE Energies for their 2018 gas main relay project PW 18-02 as outlined in the presentation changing it to add in the wording from the Village Attorney and asking that WE energies work with us, seconded by Trustee Ouellette.**

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

E) **Board of Health-Trustee Genz –** Free gun locks and the File of Life (medical information magnet for information to go on the refrigerator) are still available at Village Hall and the Health Department. Radon kits are also available at the Health Department.

F) **Public Health, Welfare & Safety-Trustee Sikorski - no meeting**

G) **Park & Recreation-Trustee Ouellette – no meeting**

H) **Public Celebrations-Trustee Ouellette**

   i. Discussion and necessary action pertaining to a special event application from the Public Celebrations Committee for Winterfest and Winter Market. (PCC 18-01)

Trustee Ouellette stated that the event will be similar to last year. They are adding a Winter Market this year that will have food and craft vendors in the Hose Tower. They are seeking vendors for this event who can sign up to sell for $25. Panther Pub will be selling Bloody Mary’s at the Winter Market.

**Trustee Ouellette moved to approve a special event application from the Public Celebrations Committee for Winterfest on February 24th from 10 a.m. to 4 p.m. and Winter Market at the Hose Tower on February 24th from 9 a.m. to 2 p.m. and no closure of Broad Street, seconded by Trustee Sikorski.**

Ayes: Barbian, Ouellette, Sikorski, Busalacchi, Genz, Birmingham
Abstain: Chadwick
Motion to approve: Carried

**Old Business:**

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

Lenore Lenten has resigned on the Park and Rec Committee. President Birmingham recommended Alec Skibicki to serve on the Park and Rec Board until June of 2018.

**Trustee Busalacchi moved to approve President Birmingham’s appointment of Alec Skibicki to the Park and Rec Board until June 2018, seconded by Trustee Barbian.**

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

**New Business:**
A) BOT 18-02 Discussion and necessary action pertaining to the Village’s procedures for communicating to residents.

After recent discussions at Board meetings regarding communicating with residents the staff wanted to go over our current communication methods and discuss if any modifications should be made. The Village does a number of mailings and electronic communications. The newsletter is mailed out quarterly, there is a biweekly e-mail update for those who signed up to be on the list, as well as our website, Facebook page and posting locations.

There was discussion of the current policy and ideas on changes that could be made. President Birmingham asked Manager Michaels to pursue this issue with interested parties and bring it back on a future agenda.

Officers Reports:

A) Police Department Monthly Activity Report.
B) Fire Department Monthly Activity Report.
C) Department of Public Works Monthly Activity Report.
E) Health Department Activity Report.
F) Village Manager’s Report- none
G) Village President’s Report- none

Citizens’ Comments

Karyn Birmingham of 5711 Carnation Court stood and asked about Library hours. Donna Gint of Franklin stood and spoke regarding the Rock Sports Complex. Mike Drilling of Acorn Court and owner of Panther Pub stood and gave thanks for the generosity to the Panther Pub Puerto Rico relief fund.

Closed Session

President Birmingham read:

A) The Board shall convene in Closed Session pursuant to Section 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Specifically, to discuss strategy relevant to redevelopment at Southridge Mall, 5300 South 76th Street, and development and/or redevelopment for the property at 6601 Northway.

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 9:09 p.m.

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

Adjournment

Trustee Chadwick moved, seconded by Trustee Busalacchi to adjourn.

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

The meeting adjourned at 10:10 P.M.

Respectfully submitted,

Kristen Victory
Clerk Treasurer