VILLAGE OF GREENDALE
Board of Trustees Meeting Minutes
December 17, 2019

Village Manager Michaels 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 Sell, Trustee Genz, Trustee Chadwick
Absent: Trustee Cyborowski, President Birmingham
Also Present: Todd Michaels, Village Manager
Sarah Weishar, Assistant Village Manager
Ryan Rosenow, Police Chief
Tim Saidler, Fire Chief
Rod Damask, Director of Public Works
Kenneth Robers, Director of Inspection Services
Sue Shepeard, Health Director
Brian Van Klooster, Library Director
Kristen Victory, Clerk/Treasurer

In President Birmingham’s absence, Trustee Ouellette moved to appoint Trustee Barbian to be Chairperson for the meeting, seconded by Trustee Sell.

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

Approval of Minutes

Regular Board Meeting December 3, 2019.

Trustee Chadwick moved, seconded by Trustee Sell, that the minutes from the Regular Board of Trustees Meeting held on December 3, 2019 be approved.

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

Public Hearing and Action Items

A) BOT 19-103 – Special Use/Building Permit application for the addition of a drive-thru window at 6601 Northway. (#19-19, PC 19-16)

Chairperson Barbian opened the public hearing.

Mike Drilling, owner, stood in favor of the proposal.

Kathy Attewell of 5569 Angle Lane stood with concerns and questions on the parking, traffic flow, and how it is going to look.

Joe Russ of New Berlin stood in opposition to the drive thru window and expressed concern over traffic.

Chairperson Barbian closed the public hearing.

Trustee Chadwick explained that the traffic will flow coming in off of Parking Street and exiting onto Northway. The drive thru is only open until 3pm and the business is only allowed to serve coffee and pastry through the drive thru, not restaurant meals.
Trustee Chadwick moved to approve an amended Special Use/Building Permit application for the addition of a drive-thru window at the café at 6601 Northway (#19-19, PC 19-16) parcel #663-0245-000 to include their drawings of option #2 and to include the comments from RA Smith and Graef in their submittals, seconded by Trustee Barbian.

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

Citizens’ Comments

Gregg Weyer of 4548 Skylark Lane and President of the Greendale Police and Fire Commission stood and spoke about the Fire Chief recruitment process with the impending retirement of Chief Saidler.

Manager Michaels introduced the final candidate for Fire Chief, Kenten Kais.

Mike Wojnowski, Fire Captain at 5911 W. Grange Ave. stood and asked about an updated employee handbook. He stated that the Captains had come before the Board back in November. With the passing of the Fire Union contract, the Fire Captains no longer receive the same benefits as the Union members. They do not receive the two-hour minimum call back, the $75 special teams pay and receive one less vacation day than their counterparts. He asked if the Board does not want to revisit the employee handbook, could they pass a resolution to make the Captains receive the same benefits as the Union members.

Standing Committee Reports

A) Finance Committee-Trustee Barbian
   i) Consider approving Applications for New Beverage Operators Licenses. (FC 19-39)

<table>
<thead>
<tr>
<th>Beverage Operator License</th>
<th>Establishment</th>
<th>Record Check</th>
<th>Training</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cary Lynn Riding</td>
<td>Peter’s Deli</td>
<td>Approved by Police</td>
<td>Not Completed</td>
</tr>
<tr>
<td>Ann Marie Nee</td>
<td>Peter’s Deli</td>
<td>Approved by Police</td>
<td>Not Completed</td>
</tr>
<tr>
<td>Nancy A. Ligas</td>
<td>Vintage 38</td>
<td>Approved by Police</td>
<td>Completed</td>
</tr>
</tbody>
</table>

There was discussion about whether those applicants who have not completed their training should be issued a provisional license. Trustee Barbian asked staff to research this issue and come back with additional information on what is allowed by Statute.

Trustee Barbian moved to approve (FC 19-39) the New Beverage Operator Licenses as listed contingent on those in need of training obtaining the training, seconded by Trustee Chadwick.

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

B) Plan Commission-Trustee Chadwick-
   i) Discussion and necessary action to approve Special Use/Building Permit application for the addition of a drive-thru window at 6601 Northway. (#19-19, PC 19-16)  
   (Subject to a Public Hearing held earlier on this agenda)

C) Library Board-Trustee Genz- Fantastic attendance at Dickens of a Village. It was well received and hats off to the staff for making it happen.

D) Public Works Committee-Trustee Barbian- the meeting was held prior to this meeting and is referring the replanting of the Grange Avenue bio-swale to the Village Board.

E) Board of Health-Trustee Sell- Radon experts will be on Monday, January 13, 2020 at 6:30 in the Community meeting room in the lower level of the library. They will answer what is radon and how to test for it. It is a free
event and residents of Greendale can purchase a radon test kit for $10 and the money is refunded to the resident after the kit is returned. Call the Health Department to register.

F) Public Health, Welfare & Safety-Trustee Cyborowski - No meeting

G) Park & Recreation-Trustee Sell- - No meeting

H) Public Celebrations-Trustee Ouellette- - No meeting

Old Business:

A) Board and Committee Appointments & Resignations.

None.

B) BOT 19-99 Discussion and necessary action to consider approving the 2020 trick or treat hours and the Greendale Public Celebrations Committee “Halloween Parade”.

The Board had tabled this item from the last meeting for additional information. Kristin Jastroch, Tourism and Event Coordinator, stated that she spoke to all of the businesses and only two were opposed to the parade being held on a Saturday. She also researched how the parade was handled the last time that Halloween fell on a Saturday and this happened in 2015 and the parade was moved to Saturday.

Trustee Sell moved to approve changing the 2020 Trick or Treat to be held on Saturday, October 31st 2020 from 4-7 pm, seconded by Trustee Ouellette including the parade on that day.

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

New Business:

A) BOT 19-104 Discussion and necessary action regarding consideration of an increase in Advanced Life Support and Basic Life Support service fees.

The Greendale Fire Department is requesting that the Village Board approve the recommended 1.3% rate increases for Advanced Life Support and Basic Life Support services effective January 1, 2020.

Trustee Barbian moved to approve an increase of 1.3% in Advanced Life Support and Basic Life Support service fees as presented, seconded by Trustee Ouellette.

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

B) BOT 19-105 Discussion and necessary action for an agreement with the City of West Allis Health Department for Environmental Public Health Services for January 1, 2020 – December 31, 2020.

This contract is a continuation of the contract between West Allis Health Department and Village of Greendale to provide environmental public health services to the Village. Per the attached contract, the scope of services and provision of services has remained the same. In the compensation section, there is a monthly increase of $37.00 per month or a total of $444.00 per year (2%) increase to cover actual increases to cost of service. This contract for services maintains the Agent Agreement with the Department of Agriculture, Trade and Consumer Protection.

This contract helps us protect the health of people who live, work, attend school and visit the Village of Greendale by licensing and inspecting environmental related facilities such as swimming pools, lunchrooms, restaurants, and retail food establishments, temporary food events including food trucks, tourist rooming houses and tattoo, body piercing establishments. In addition, the environmental health specialist provides non-agent related environmental health services related to human health hazards, nuisance complaints, lead poisoning investigation and review of code enforcement/health orders, ordinances and procedures as we request. We have been happy with the quality and quantity of service.
Complaints are addressed within 24 hours, inquiries regarding licensing are returned in writing in a short turnaround time. If we need to consult with an inspector, staff receive a call back that day by one of 4 inspectors in West Allis. The time spent by Village Hall staff has been greatly reduced as all environmental related applications and license renewals are handled by West Allis. This item was included in the 2020 health department budget with a 2% increase in cost over 2019 contract. The fees to the businesses have not increased, just the cost of the contract for the Village has increased.

**Trustee Barbian moved to approve the agreement with the City of West Allis Health Department for Environmental Public Health Services for January 1, 2020 – December 31, 2020 at a cost of $14,728 seconded by Trustee Ouellette.**

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

C) **BOT 19-106 Discussion and necessary action to consider adopting an Ordinance to repeal and recreate Chapter 16 Electrical Code.**

The State made a number of changes concerning electrical inspections in recent years including eliminating local licensing of inspectors, renumbering the State Electrical Code and allowing for various local inspections. This makes Greendale to an agent of the State for all commercial inspections.

**Trustee Sell moved to adopt BOT 19-106 an Ordinance to repeal and recreate Chapter 16 Electrical Code, seconded by Trustee Ouellette.**

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

D) **BOT 19-107 Discussion and necessary action to consider adopting an Ordinance amending various sections of the Municipal Code that reference Clerk-Treasurer.**

On November 19, 2019, the Village Board voted to modify the Clerk-Treasurer position to create a Clerk position and a Treasurer/Finance Director position. This ordinance modifies various sections of the Municipal Code to reflect this change.

**Trustee Sell moved to adopt BOT 19-107 an Ordinance amending various sections of the Municipal Code that reference Clerk-Treasurer, seconded by Trustee Ouellette.**

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

Trustee Chadwick left the meeting at 8:18.

E) **BOT 19-108 Discussion regarding the John’s Disposal Agreement for Processing of Recyclables.**  
*(Placed on the agenda at the request of President Birmingham).*

Manager Michaels explained that John’s Disposal has asked us to renegotiate their contract due to the change in value of recyclables.


**Trustee Barbian moved to affirm Proclamation P2019-13 Proclaiming Saturday January 11, 2019 Ryan Unruh’s Day in the Village of Greendale in recognition of achieving the rank of Eagle Scout, seconded by Trustee Ouellette.**

Ayes: Barbian, Ouellette, Sell, Genz  
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.
E) Health Department Monthly Activity Report.
F) Village Manager’s Report- nothing
G) Village President’s Report- nothing

Citizens’ Comments

Kathy Attewell of 5569 Angle Lane stood and asked the Board to consider those who live downtown for the timing of the Halloween parade. If the parade starts at 3 pm, that means that children actually start going door to door when the parade is over at 3:15 so those who live downtown wind up with Trick or Treat hours of 3:15 to 7. She asked that the parade be moved to a time closer to the start of Trick or Treat. Joe Russ of New Berlin, representing 5599-97 Basswood St. asked the Board to consider making the parade go in the opposite direction, starting at Village Hall. He thanked the Board for how they are looking at credit card statements. Linda Larsen of 5586 Municipal Square stated she doesn’t like that events are for everyone else and not just Greendalers.

Trustee Sell moved to reconsider 2020 Trick or Treat schedule, seconded by Trustee Barbian.

Ayes: Barbian, Ouellette, Sell, Genz
Nays: NONE
Motion to approve: Carried

Trustee Sell moved to approve the 2020 Trick or Treat to be held on Saturday, October 31st 2020 changing the start time of the parade to 3:45 PM with line up at 3:30 PM and Trick or Treat hours to be from 4 to 7 PM, seconded by Trustee Barbian.

Ayes: Barbian, Ouellette, Sell, Genz
Nays: NONE
Motion to approve: Carried

Closed Session

Chairperson Barbian read:

A) The Board shall convene in Closed Session pursuant to Section 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Specifically to discuss terms of employment with the finalist for Fire Chief.
B) 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 public business, whenever competitive or bargaining reasons require a closed session. Specifically to discuss strategy relevant to contract negotiations with the Village’s Police Union for the years 2019-2021.

Trustee Barbian moved, seconded by Trustee Ouellette to convene in Closed Session at 8:32 p.m.

Ayes: Barbian, Ouellette, Sell, Genz
Nays: NONE
Motion to approve: Carried

Return to Open Session

Trustee Sell moved, seconded by Trustee Ouellette to reconvene in Open Session at 9:08 p.m.

Ayes: Barbian, Ouellette, Sell, Genz
Nays: NONE
Motion to approve: Carried
A. Consider approval of terms of employment for the Fire Chief.

**Trustee Barbian moved to approve the terms of employment for the Fire Chief, seconded by Trustee Genz.**

Ayes: Barbian, Ouellette, Sell, Genz  
Nays: NONE  
Motion to approve: Carried

Adjournment

**Trustee Barbian moved, seconded by Trustee Sell, to adjourn.**

Ayes: Barbian, Ouellette, Sell, Genz  
Nays: NONE  
Motion to approve: Carried

The meeting adjourned at 9:10 P.M.

Respectfully submitted,

Kristen Victory  
Clerk Treasurer