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 Cyborowski (arrived at 7:01), Trustee Sell, Trustee Genz, Trustee Chadwick, President Birmingham
Absent: None
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 Vanklooster, Library Director
Ryan Jonas, IT Director
Kristen Victory, Clerk/Treasurer

Approval of Minutes

Regular Board Meeting of October 1, 2019.

Trustee Barbian moved, seconded by Trustee Ouellette, that the minutes from the Regular Board of Trustees Meeting held on October 1, 2019 be approved.

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

Public Hearing and Action Items

A) BOT 19-87 – Consider approving a special use/building permit application for a new detached garage at 5900 Currant Lane (#19-15, PC 19-18)

President Birmingham opened the public hearing.

The owner spoke in favor of the new garage.

President Birmingham closed the public hearing.

Trustee Chadwick moved to approve the special use/building permit application for a new detached garage at 5900 Currant Lane (#19-15, PC 19-18), seconded by Trustee Barbian.

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

New Communications

#19-16 Drilling Enterprises LLC Special Use/Building Permit application to construct a drive thru window at 6601 Northway.

Manager Michaels stated that Staff is asking the Board to refer this to the Plan Commission and the Planning Consultant for his comments.
Trustee Chadwick moved, seconded by Trustee Sell, to refer the Special Use/Building Permit application to construct a drive thru window at 6601 Northway for Drilling Enterprises LLC, to the Plan Commission and Planning Consultant.

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

**Citizens’ Comments**

Mary Jean Green, of 5224 Roberts Drive, representing the SAGE (Successful Aging in Greendale for Everyone) group spoke about obtaining the Age Friendly State and Community award from AARP. With the strong leadership from the Health Department and an engaged steering committee, the group has asked the Community what our residents need to age successfully in Greendale and has made an action plan based on the responses. Dr. Peiro is presenting at the Safety Center on the Mind Diet on November 19th. They have held several memory screenings and other dementia friendly activities. They will bring in all of the resources from Greendale that focus on senior services that are available in the Village so people can learn everything that is available to them.

**Standing Committee Reports**

A) **Finance Committee-Trustee Barbian**

   i. Consider approving Applications for New Beverage Operators Licenses and Temporary Class “B” License. (FC 19-32)

   **Beverage Operator License**
   - Laura McNelly

   **Temporary Class “B”/“Class B” License**
   - GEA-Greendale Entertainment Association

   **Establishment**
   - Vintage 38

   **Name of Event**
   - Dickens of a Village

   **Record Check**
   - Approved by Police

   **Location of Event**
   - East Parking Lot & Hose Tower

   **Date of Event**
   - 12/9/2019

   Trustee Barbian moved to approve (FC 19-32) the New Beverage Operator License and the Temporary Class “B” License for GEA-Greendale Entertainment Association as listed, seconded by Trustee Sell.

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

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

   Trustee Cyborowski reviewed several items and stated everything looked okay.

B) **Plan Commission-Trustee Chadwick- No meeting.**

   i) Consider approval of a special use/building permit application for a new detached garage at 5900 Currant Lane. (#19-15/PC 19-18)
   (Subject to a Public Hearing held earlier on this agenda)

   ii) Consider discussion on the Comprehensive Plan Update for 2020-2045 (#19-14/PC 19-17)
   (Public hearing scheduled for November 19, 2019)

   Trustee Chadwick encouraged all of the Trustees to look at the Comprehensive Plan Update. President Birmingham commended Trustee Chadwick for rewriting the historical section and on her work the update. He also commended Plan Commissioner Jackie Kraemer, for her work on reviewing it.

C) **Library Board-Trustee Genz- No meeting.**

D) **Public Works Committee-Trustee Barbian- No meeting.**

E) **Board of Health-Trustee Sell-** The SAGE group received the AARP award. DPW has installed 6 of the benches purchased from the AARP grant funds and wayfairing signs are currently being installed. New
walking maps are at the printer and will be available at the Health Department, Village Hall and the Welcome Center. They hope to have them in time for the Fun Run Walk, which is this coming Sunday, October 20th. 650 families have registered so far.

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

G) Park & Recreation-Trustee Sell- November 2nd will be the final Park & Rec Dinner and Auction at the Muskego Country Club. Tickets are still available and if you want to donate anything there is still a little bit of time. Trustee Cyborowski asked what can be done so this is not the last Dinner/Auction as it is a wonderful event. President Birmingham stated that they need people to volunteer.

H) Public Celebrations-Trustee Ouellette- The Tree Lighting that was formerly hosted by the Chamber of Commerce has been taken over by the Public Celebrations Committee as it is a better fit with the organizations.

Old Business:

A) Board and Committee Appointments & Resignations.

President Birmingham stated that he will do the Public Celebration Committee appointments at the next meeting.

New Business:

A) BOT 19-88 Presentation of the Village Manager’s Recommended 2020 Budget.

The Village is facing a difficult budget year with inflation, significantly greater infrastructure needs and equipment replacement costs. The Budget has been drafted to show the impacts of increased employee wage and benefit costs and compliance with the State Expenditure Restraint Program and levy limits. Significant increases in investment income and building permit fees have helped balance this budget. Working with these scenarios and the general budget direction provided by the Board of Trustees at its preliminary budget work session on August 20th (BOT 19-67), the goal for the 2020 Budget is to use the minimum amount of fund balance necessary to improve our infrastructure and equipment, and maintain the core services our residents expect. Including the revisions in taxes and fees, the 2020 Budget projects the total cost for Village services to a $228,796 assessed home to be $1,833.51. This is a $47.81 (2.68%) increase for the same home last year. The 2020 Budget represents a monthly cost of $152.79/month to cover all Village service costs (except Water and Sanitary Sewer Utilities) including police, fire, garbage collection, snow plowing, street lighting, storm water, recycling, etc.

Manager Michaels gave an overview of his 2020 Budget.

Budget hearing sessions will be at 6 pm in the Village Hall Board Room on Wednesday, October 23rd, Monday, October 28th and the optional date (if needed) of October 30th.

B) BOT 19-89 Consider approving a one-year service agreement for the Village’s insurance broker.

In 2019 we switched health insurance brokers to R&R Insurance. Our former insurance broker was paid through commissions that were rolled into the insurance premiums. Our current broker is paid a flat fee, which was $20,000 in 2019 and is increasing to $21,040 in 2020. This is still a significant savings over what was previously paid to our former broker that was paid on commission.

Trustee Barbian moved to approve BOT 19-89, a one-year service agreement with R&R Insurance for the Village’s insurance broker for 2020 at a cost of $21,040, seconded by Trustee Ouellette.

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

C) BOT 19-90 Considering approving a parade permit application from the Badgerland Striders for the “Turkey Trot Run”.
The Badgerland Striders are requesting a special event permit for the Turkey Trot run/walk. This event has been held annually for a number of years within the Root River Parkway. The Turkey Trot is scheduled for November 3, 2019 from 7:30 a.m.-11:30 a.m. The event requires road closures it is estimated 350 people will participate in the run/walk. The Strikers provide restroom facilities and medical personnel. This item went before the Public Celebrations Committee and was recommended for approval.

**Trustee Barbian moved to approve the special event permit for the Badgerland Striders Turkey Trot for November 3, 2019 as presented in the special event application with the condition of the Badgerland Striders providing the Village with a certificate of insurance for the event, seconded by Trustee Ouellette.**

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

D) **BOT 19-91 Considering approving a special event application from the Greendale Lions for the 2020 "Family Fourth Fest".**

The 2020 Lions Family 4th Fest is scheduled for Thursday July 2-Saturday, July 4th at Municipal Parking Lot/Greendale Middle School to include live music, games, food vendors, beer/wine and carnival rides and for the carnival ride area to comply with Village ordinance 17.365(4)(a) temporary amusement parks. They have requested the closure of Parking Street between Schoolway and Northway for the duration of the event. In 2019 they moved the festivities to the Municipal Parking lot. They will use Gazebo Park on Saturday. This application went before the Public Celebrations Committee on October 8th and was recommended for approval.

There was discussion regarding getting to the business located on Schoolway and agreed that it will not be blocked; there will be a way to access it.

**Trustee Genz stated in light of the Village Manager’s saying about the dire straits we are in with our budget, he moved to table this item until after the budget is under review. There was no second.**

Trustee Genz said until we know exactly how much we can afford. Trustee Ouellette said they are not asking for any money. Trustee Genz stated there will be money because the Police and DPW are involved. Manager Michaels stated that this question had been asked in 2016 ($1000) and 2017 ($1300) how much the 4th of July cost the Village and the information was provided to the Trustees and there was no response to the information. He stated that he imagined the cost would be slightly higher this year ($1500). Trustee Genz asked if this included everything including overtime and benefits. Manager Michaels stated he believes that is what was used, though he didn’t dig into the detail of the numbers provided in the emails to the Board, that is how staff would normally calculate it, using the loaded rate.

**Trustee Cyborowski moved to approve the special community event for the Greendale Lions Club, Family 4th Fest as presented, seconded by Trustee Ouellette.**

Trustee Cyborowski commented that people live here for the great schools and community and for the events. He would not cancel an event because of a $1500 cost to the Village. Trustee Ouellette said the Lions and GEA run huge events for the Village and don’t charge the Village for it- hours of volunteer time. President Birmingham stated that he wants to discuss in the budget process a user fee for events.

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

Trustee Genz asked for a comprehensive study of what this costs because he doesn’t believe the numbers Manager Michaels stated earlier (only $1500). Manager Michaels asked if he only wanted it for 4th of July. He stated that he wants the information for both July 4th and Village Days. President Birmingham and Manager Michaels stated that compiling the information would take staff time and have an internal cost. Manager Michaels stated that staff can provide Trustee Genz with the information and he can compile it. Trustee Genz said sure.

E) **BOT 19-92 Considering approving a special event application from the Greendale Lions and the Greendale Entertainment Association for the 2020 “Village Days”.**

The annual Village Days celebration is scheduled for August 13th through the 16th from 2:00 p.m. to 11:00 p.m. and
set up on August 11-12th and breakdown on August 16th. The Greendale Lions Club and Greendale Entertainment Association will continue to provide food, beverages and entertainment. They are requesting the closure of Broad Street between Schoolway and Crocus every evening and Parking Street from Schoolway to Manchester Investments. The Public Celebrations Committee reviewed this special event request at their October 8th meeting.

**Trustee Cyborowski moved to approve a special event permit for the Greendale Lions and Greendale Entertainment Association for the 2020 Village Days from August 13th through August 16th with the times listed in the special event applications and the street closure request for Broad Street from Schoolway to Crocus Court in the evening and Parking Street during the festival, seconded by Trustee Barbian.**

Ayes: Barbian, Cyborowski, Sell, Genz, Chadwick, Birmingham

Abstain: Ouellette

Nays: NONE

Motion to approve: Carried

F) BOT 19-93 Considering approving a special event application from the Public Celebrations Committee for the Village’s Tree Lighting Ceremony.

The Public Celebrations Committee is requesting a special event permit for the Tree Lighting Ceremony on Friday November 29th from 6 p.m.-9 p.m. Broad Street will be closed Friday evening, starting just North of Schoolway leaving the business driveways open. Northway will be closed in between the Municipal Square Streets. Police and DPW will determine the type of barricades and exact timing of closures. Additional request to declare Friday, November 29th a Public Celebrations Day.

**Trustee Cyborowski moved to approve the special event application for the Village’s Tree Lighting Ceremony as presented in the special event application and to declare this date a Public Celebrations Day, seconded by Trustee Ouellette.**

Ayes: Barbian, Ouellette, Cyborowski, Sell, Genz, Chadwick, Birmingham

Nays: NONE

Motion to approve: Carried

G) BOT 19-94 Considering approving a special event application from the Public Celebrations Committee for “Dickens of a Village”.

The Public Celebrations Committee is requesting a special event permit for the Dickens of a Village Event on Friday, December 6th from 4-9 p.m. Broad Street will be closed Friday afternoon, between Schoolway and Northway leaving the West business’s driveways open. Grandhaven requested closing the East side parking lot due to overcrowding and pedestrian safety along the East side shops. Police and DPW will determine the type of barricades and exact timing of closures. Additional request to declare Friday, December 6th a Public Celebrations Day.

**Trustee Cyborowski moved to approve the special event application for the Dickens of a Village Event as presented in the special event application and move to declare this date a Public Celebrations Day, seconded by Trustee Ouellette.**

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

Rich Busalacchi of 7772 Tuckaway Shores in Franklin, representing the Greendale Lions Club, thanked the Board for approving the 4th of July. The Lions Club donates many things to the Village and help the Village in many ways/events. They want to be a partner with the Village but it does not go unnoticed that the only time fees for services comes up is when it is a Lions event.

Greg Sylvester of 5902 Broad St. stood and commented on the change in name for the Dickens of a Village from Christmas and stated that the word Christmas is no longer just a religious holiday but that the word means more than that as it doesn’t denote a religious holiday anymore.

Trustee Chadwick thanked everyone who came to the Veteran’s Memorial Dedication and the fundraising continues-they are still selling bricks. President Birmingham thanked Trustee Chadwick and the Veteran’s Group who kept this going through the years to get it to fruition.

Adjournment

Trustee Ouellette moved, seconded by Trustee Cyborowski, to adjourn.

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

The meeting adjourned at 8:05 P.M.

Respectfully submitted,

Kristen Victory
Clerk Treasurer