VILLAGE OF GREENDALE
REGULAR BOARD MEETING
December 3, 2013

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

ROLL CALL

Present: Birmingham, Turay, Barbian, Genz, Hermes
Absent: Chadwick, Sikorski present via phone
Also Present: Todd Michaels, Village Manager
Sarah Jankowski, Assistant to the Village Manager
Kathryn Kasza, Clerk-Treasurer
Scott Satula, Director of Inspection Services
Robert Malasuk, Police Chief
Timothy Saidler, Fire Chief
Robert McFaul, Public Works Director
Susan Shepeard, Public Health Administrator
Eleven other Visitors

MINUTES

Trustee Birmingham moved, seconded by Trustee Turay, that the reading of the minutes from the Regular Board Meeting held on November 19, 2013 be suspended since all Board members received copies of same prior to tonight’s meeting and that these minutes be approved as presented.

Ayes: Birmingham, Turay, Barbian, Genz, Hermes
Nays: None
Motion to Approve: Carried

NEW COMMUNICATIONS

BOT 13-09 Special Use Application, Site Plan, and Lighting Plan Reviews for the Construction of an Entry Canopy to St. Stephen the Martyr Lutheran Church Located at 6101 S 51st Street, Village of Greendale, Zoned in the R-1 Single-family Detached Residence District Zoning Classification.

Manager Michaels presented the request and asked that the Board refer this item to the Plan Consultant and the Plan Commission to review and give their recommendations.

Trustee Turay moved, seconded by Trustee Barbian, to refer Item 13-09 to the Plan Consultant and the Plan Commission for further review.

Ayes: Birmingham, Turay, Barbian, Genz, Hermes
Nays: None
Motion to Refer: Carried
STANDING COMMITTEE REPORTS

A. Library Board November 13, 2013 Meeting

Trustee Turay reported the Board approved vouchers and reviewed revenues. Turay stated that the Library Director reported for October there was total circulation of 18,040 with 1302 of those being self check out, up from 838 the month before.

B. Finance Committee November 25, 2013 Meeting

Trustee Birmingham presented following items:

i. 2014 Village Proposed Budget (FC 13-24).

Manager Michaels presented the Committee with a requested staff change in the Clerk-Treasurer’s office which would not affect either the budget or the tax levy.

Consider Action on Resolution R2013-12 Approving the 2014 Budget. The Finance Committee recommends approval.

Trustee Birmingham moved, seconded by Trustee Turay to approve Resolution R2013-12 Approving the 2014 Budget with the changes made in the Clerk-Treasurer’s Office as presented.

NO DISCUSSION

Ayes: Birmingham, Turay, Barbian, Genz, Hermes
Nays: None
Motion to Refer: Carried

Consider Action on Resolution R2013-13 Setting the 2013 Tax Levy. The Finance Committee recommends approval.

Trustee Birmingham moved, seconded by Trustee Turay to approve Resolution R2013-13, Setting the 2013 Tax Levy.

NO DISCUSSION

Ayes: Birmingham, Turay, Barbian, Genz, Hermes
Nays: None
Motion to Refer: Carried

ii. Consider approval of the 2013-14 Audit Engagement Agreement. (FC 13-25)
Manager Michaels reviewed the 2013-2014 Audit Engagement which was also reviewed by the Village Attorney. The average increase in fees over the two year period is 1.5% and the Village has had a long standing relationship with Baker Tilly Virchow Krause as its external auditor. The Finance Committee recommends approval.

**Trustee Birmingham moved, seconded by Trustee Turay to approve the 2013-2014 Audit Engagement contract with Baker Tilly Virchow Krause LLP.**

**NO DISCUSSION**

Ayes: Birmingham, Turay, Barbian, Genz, Hermes
Nays: None
Motion to Refer: Carried

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

Trustee Turay presented his report which was submitted to the Board.

iv. Consider Approval of Accounts Payable Checks for Payment.

**Trustee Birmingham moved, seconded by Trustee Barbian to approve Accounts Payable check Nos. 95333 to 95427, in the amount of $328,226.42; ACH Payments in the amount of $403,916.20; P-Card purchases in the amount of $146,771.54 for a total of $878,914.16.**

**NO DISCUSSION**

Ayes: Birmingham, Turay, Barbian, Genz, Hermes
Nays: None
Motion to Refer: Carried


Clerk-Treasurer Kasza presented her report and said the Village is on track with expenditures, interest earnings are still low, and tax payments will be invested short term in the month of December.

**OLD BUSINESS**

A) Board and Committee Appointments and Resignations

NONE

**NEW BUSINESS**
A) BOT 13-69 Special Community Event Permits—Grandhaven LLC—“Dickens of a Christmas” Including:
   - Temporary Community Event
   - Parade Permit—“Carriage Rides”
   - Outdoor Sales in front of businesses on Grandhaven Property

Manager Michaels presented the request for the parade permit stating it is the same event Grandhaven has every year and it has been very successful. They are requesting one change in the hours proposed so it runs from 4:00 P.M. to 9:00 P.M. on Friday December 6th.

**Trustee Turay moved, seconded by Trustee Barbian to approve the necessary permits for the Grandhaven LLC’s “Dickens of a Christmas” on Friday December 6th from 4:00 P.M. to 9:00 P.M. including the:**
   - Special Community Event, and
   - Parade Permit for the Carriage Rides

No Discussion

Ayes: Birmingham, Turay, Barbian, Genz, Hermes
Nays: None
Motion to Approve: Carried

**OFFICERS REPORTS**

A. Village Manager’s Report: Manager Michaels distributed the report from Kaempfer & Associates on the status of the Construction of the Water Supply System Improvements. Michaels also mentioned that they sent out the request for bids on the Booster Pump Station and the Bid Opening will be on December 19, 2013.

B. Village President’s Report: None

**CITIZENS’ COMMENTS**

NONE

**ADJOURNMENT**

Motion by Trustee Turay, seconded by Trustee Barbian, to adjourn.

Ayes: Birmingham, Turay, Barbian, Genz, Hermes
Nays: None
Motion to Adjourn: Carried
The Board adjourned at 7:14 p.m.

Respectfully submitted,

Joan L Siefert, CMC, WCMC, Deputy Clerk