



I. CALL TO ORDER AND ROLL CALL

President Dickman called the meeting to order at 6:00pm.

ROLL CALL

President: Sam Dickman
Trustees: Mike Barth
Daniel Muchin
Robb DeGraff
Dan Rosenfeld-excused
Eido Walny
Margaret Zitzer

Public Works Committee Member: JoAnn Lutz-excused

Also Present: Village Manager Andy Pederson
Assistant Village Manager La’Neka Horton
Police Chief Doug Larsson
Administrative Services Director Lynn Galyardt
Communications Center Director Liane Scharnott
Village Attorney Chris Jaekels
Library Director Susan Draeger-Anderson
Information Technology Manger Rich Foscatto
There were seven people in the audience

II. PLEDGE OF ALLEGIANCE

III. PUBLIC HEARING

A. Public Hearing on Proposed 2020 Annual Budget and establishing the 2019 Tax Levy for Operating the Government and Administration of the Village of Bayside.

President Dickman opened the public hearing at 6:01pm.

1. Public Discussion

There was no public discussion.

President Dickman closed the Public Hearing at 6:02pm.

2. Board Discussion

Board members commended staff on the preparation of the 2020 Annual Budget.

IV. CONSENT AGENDA

Upon request of any Trustee, any item may be removed from the Consent Agenda for

separate consideration.

A. Approval of:

- 1. Board of Trustees meeting minutes, October 17, 2019.**
- 2. Summary of Claims for October 5, 2019 through November 8, 2019 in the amount of \$186,343.33.**
- 3. Application for agent change for Otto's Bayside, which has been approved by the Police Department.**

Motion by Trustee Barth, seconded by Trustee Muchin, to approve the Board of Trustees meeting minutes, October 17, 2019; Summary of Claims for October 5, 2019 through November 8, 2019 in the amount of \$186,343.33; Application for agent change for Otto's Bayside, which has been approved by the Police Department. Motion carried unanimously.

V. CITIZENS AND DELEGATIONS

Open to any citizen who wishes to speak on items not on the agenda. Please note there may be limited discussion on the information received, however, no action will be taken. Please state your name and address for the record.

None.

VI. BUSINESS AGENDA

A. COMMITTEE AND COMMISSION REPORTS

1. Public Safety Committee

a. Discussion/presentation on myBlue Trading Card Program.

Chief Larsson introduced Officer Mike Klawitter who spearheaded the myBlue Trading Program. Officer Klawitter explained the process on how he came up the idea. Chief Larsson recognized Amanda Landowski from Minuteman Press and Dave Sobelman from Sobelman's Pub as significant contributors to the program and thanked all the contributors.

President Dickman questioned when the cards will be handed out. Officer Klawitter stated on November 22, 2019.

b. Discussion/acceptance of the Certificate of Compliance from the Wisconsin Law Enforcement Accreditation Group, Inc.

Director Scharnott stated the Bayside Communication Center is one of the first Dispatch Centers to be awarded the Wisconsin Law Enforcement Accreditation Group Award Certificate of Compliance award and introduced Andrea Krantz who was the employee who coordinated the accreditation effort.

c. Discussion/action on Resolution 19-____, a Resolution approving the adoption of a Comprehensive Emergency Management Plan.

Manager Pederson stated this Comprehensive Emergency Management Plan encompasses the North Shore and will help to ensure communities will be ready in case of an incident impacting multiple North Shore communities.

Motion by Trustee DeGraff, seconded by Trustee Muchin, to approve Resolution 19-28, a

resolution approving the adoption of a Comprehensive Emergency Management Plan. Motion carried unanimously.

d. Discussion/action on the October 2019 Police Department Report.

Chief Larsson provided an overview of the October 2019 Police Department report stating he reformatted the report and will also be sending out weekly reports to the media noting residents can be added to the email list. Chief Larsson noted the Ped and Pedal event was a success.

Motion by Trustee Barth, seconded by Trustee Zitzer, on acceptance of the October 2019 Police Department report. Motion carried unanimously.

e. Discussion/action on the October 2019 Communication Center Report.

Director Scharnott provided an overview of the October 2019 Communication Center report reviewing progress on 2019 SMART goals and noted the Center is working on meeting the annual training requirements. Director Scharnott stated current call processing time is 27 seconds.

President Dickman questioned if the Police Department reports response times. Chief Larsson stated he will provide a report on response time in next month's report.

Motion by Trustee DeGraff, seconded by Trustee Barth, on acceptance of the October 2019 Communication Center Report. Motion carried unanimously.

2. Public Works Committee

a. Discussion/presentation on Sweetwater Stormwater Champion Award.

Manager Pederson stated Sweet Water honored the Village of Bayside for the cleanup project on Ravine Baye Road and Tennyson Drive Stormwater Management project.

b. Discussion/action on Private Property Infiltration and Inflow Reduction Agreement.

Manager Pederson stated this agreement with the Milwaukee Metropolitan Sewerage District would provide \$33,000 of funding for the lift stations.

Motion by Trustee Barth, seconded by Trustee Zitzer, to approve the Private Property Infiltration and Inflow Reduction Agreement. Motion carried unanimously.

c. Discussion/action on the October 2019 Department of Public Works Report.

Manager Pederson provided an overview of the October 2019 Department of Public Works report stating there had been a reduction in contaminated recycling since crews tagged properties. Staff tagged approximately 40 properties this past week. Manager Pederson noted a Collection Guide for residents was being created.

Motion by Trustee Barth, seconded by Trustee Walny, on acceptance of the October 2019 Department of Public Works Report. Motion carried unanimously.

d. Discussion/action on engineering services agreement for Lake Drive Storm Sewer Project.

Manager Pederson stated this agreement is for the Lake Drive/Fairy Chasm Storm Sewer Project which includes final plans, specifications, project manual, and bidding for a design drawing plan set. Manager Pederson noted this agreement is budgeted for.

Motion by Trustee Barth, seconded by Trustee Zitzer, to approve the engineering services agreement with Kapur and Associates for the Lake Drive Storm Sewer Project. Motion carried unanimously.

e. Discussion/update on 2019 Capital Projects.

Manager Pederson stated due to unusual weather conditions with three plow events already, the road construction and stormwater management projects are done for the year.

Manager Pederson stated the Village will be meeting with a resident regarding lift station locations on Bay Point Road and noted HVAC work is scheduled to be completed in early January.

3. Finance and Administration Committee

a. Discussion/presentation of International City/County Management Association (ICMA) Certificate of Performance Measurement Certificate of Excellence.

Trustee Barth recognized staff for receiving the International City/County Management Association Certificate of Performance Measurement of Excellence from the ICMA.

Motion by Trustee DeGraff, seconded by Trustee Zitzer, to accept the International City/County Management Certificate of Performance Measurement of Excellence. Motion carried unanimously.

b. Discussion/action on the October 2019 Administrative Services Report.

Director Galyardt provided an overview of the October 2019 Administrative Services Report stating the Badger Book pollbook equipment is being updated, a backup plan for using pollbooks is in place, and the preliminary audit work is complete.

Motion by Trustee Zitzer, seconded by Trustee Walny, on acceptance of the October 2019 Administrative Services Report. Motion carried unanimously.

c. Discussion/action on the October 2019 Financial Statement and Investment Report.

Trustee Barth stated revenues and expenditures are on track in all funds and investments interest earnings continue.

Motion by Trustee DeGraff, seconded by President Dickman, on acceptance of the October 2019 Financial Statement and Investment Report. Motion carried unanimously.

d. Discussion/action on the Fourth Amendment to Schlitz Audubon

Nature Center Agreement.

Trustee Barth stated the Fourth Amendment to the Schlitz Audubon Nature Center Agreement is for the recently approved cold storage garage located in the vicinity of the Raptor House and existing garage and maintenance bays.

Motion by President Dickman, seconded by Trustee Zitzer, to approve the Fourth Amendment to Schlitz Audubon Nature Center Agreement. Motion carried unanimously.

e. Discussion/action on Resolution 19-_____, a resolution amending Resolution 19-21 revising the fee schedule as referenced by the Village of Bayside Municipal Code.

Trustee Barth stated this resolution updates the fee schedule and includes increases for garbage cart purchase and rental, up-the-drive garbage and recycling collection services, and false alarm penalties.

Motion by President Dickman, seconded by Trustee DeGraff, to approve Resolution 19-29, a resolution amending Resolution 19-21 revising the fee schedule as referenced by the Village of Bayside Municipal Code. Motion carried unanimously by roll call vote.

f. Discussion/action on Resolution 19-_____, a resolution adopting the 2020 annual budget and establishing the 2019 tax levy.

Trustee Barth stated this item was reviewed by the Committee of the Whole at its budget workshop on November 19, 2019.

Motion by President Dickman, seconded by Trustee DeGraff, to approve Resolution 19-30, a resolution adopting the 2020 annual budget and establishing the 2019 tax levy. Motion carried unanimously by roll call vote.

g. Discussion/action on Resolution 19-_____, a resolution adopting the 2020 sanitary sewer enterprise budget and establishing the Residential and Commercial Sewer User Fee rates.

Trustee Barth stated this item was reviewed by the Committee of the Whole at its budget workshop on November 19, 2019.

Motion by Trustee Muchin, seconded by President Dickman, to approve Resolution 19-31, a resolution adopting the 2020 sanitary sewer enterprise budget and establishing the Residential and Commercial Sewer User Fee rates. Motion carried unanimously by roll call vote.

h. Discussion/action on Resolution 19-_____, a resolution adopting the 2020 stormwater revenue fund budget and establishing the Equivalent Runoff Unit rate.

Trustee Barth stated this item was reviewed by the Committee of the Whole at its budget workshop on November 19, 2019.

Motion by Trustee Muchin, seconded by Trustee Zitzer, to approve Resolution 19-32, a resolution adopting the 2020 stormwater revenue fund budget and establishing the Equivalent Runoff Unit rate. Motion carried unanimously by roll call vote.

i. Discussion/action on 2020 Village Financial Policies.

Trustee Barth stated the primary change to the Financial Policies regarding the sale of Village property and is housekeeping in nature.

Motion by Trustee Muchin, seconded by Trustee Walny, to approve the 2020 Village Financial Policies. Motion carried unanimously.

j. Discussion/action on 2020 Village goals, performance measure, and fiscal analysis.

Trustee Barth stated this item was reviewed at the Committee of the Whole budget workshop on November 19, 2019.

Motion by Trustee Walny, seconded by Trustee Zitzer, to approve the 2020 Village goals, performance measure, and fiscal analysis. Motion carried unanimously.

k. Discussion/action on 2020-2026 Capital Improvement Program.

Trustee Barth stated this item was reviewed at the Committee of the Whole budget workshop on November 19, 2019.

Motion by Trustee Walny, seconded by Trustee Zitzer, to approve the 2020-2026 capital Improvement Program. Motion carried unanimously.

l. Discussion/action on change of municipal property and liability insurance coverage to Cities and Villages Mutual Insurance Company.

Trustee Barth stated the Village anticipates saving \$93,000 over 7 years for property and liability insurance. Attorney Jaekels stated he has been working with Cities and Villages Mutual Insurance Company for 20 years.

Motion by Trustee Muchin, seconded by Trustee Zitzer, to approve the change of municipal property and liability insurance coverage to Cities and Villages Mutual Insurance Company. Motion carried unanimously.

m. Discussion/action on Ordinance 19-_____, an Ordinance to amend Section 29 of the Municipal Code with regard to the establishment of the North Shore Municipal Court as Court for the Village.

Manager Pederson stated this item is being requested by the Milwaukee County Chief Judge to change the wording of the previously approved Ordinance.

Motion by President Dickman, seconded by Trustee Zitzer, to approve an Ordinance 19-705 to amend Section 290 of the Municipal Code with regard to the establishment of the North Shore Municipal Court as Court for the Village. Motion carried unanimously by roll call vote.

n. Discussion/action on service agreement with Village of Shorewood for Information Technology Services.

Manager Pederson stated the Information Technology Department will be providing

Information Technology services to Shorewood.

Motion by President Dickman, seconded by Trustee Muchin, to approve the service agreement with Village of Shorewood for Information Technology Services. Motion carried unanimously.

- 4. Intergovernmental Cooperation Council** – No report.
- 5. Board of Zoning Appeals** – No report.
- 6. Architectural Review Committee** – No report.
- 7. Plan Commission** – No report.
- 8. Library Board**
 - a. Discussion/action on the October 2019 Library Report.**

Director Susan Draeger-Anderson provided an overview of the October 2019 Library Report stating a Bayside teen won the Spooky Writing Contest and the Library has a program for care givers of those with dementia. Director Draeger-Anderson noted the Library Foundation held a fundraising event.

Motion by Trustee Barth, seconded by Trustee Zitzer, on acceptance of the October 2019 Library Report. Motion carried unanimously.

- 9. Community Event Committee** – No report.
- 10. North Shore Fire Department** – No report.
- 11. Community Development Authority** – No report.

VII. VILLAGE PRESIDENT'S REPORT – No report.

VIII. VILLAGE MANAGER'S REPORT

Manager Pederson stated the Village added an on demand loose leaf/yard waste collection the week of November 25, 2019 and noted the last loose-leaf collection will be the week of December 2, 2019. Manager Pederson noted the Winter Drop Off up day is December 26, 2019 form 2:00pm-5:00pm.

IX. VILLAGE ATTORNEY'S REPORT – No report.

X. MISCELLANEOUS BUSINESS BY THE TRUSTEES AS MAY PROPERLY BE BROUGHT BEFORE THE BOARD

None.

XI. CORRESPONDENCE

None.

XII. MOTION TO ADJOURN TO CLOSED SESSION

A. Pursuant to Section 19.85 (1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons allow a Closed Session, (Library Services Agreement)

Motion by President Dickman, seconded by Trustee DeGraff, to adjourn to closed session at 6:50pm pursuant to Section 19.85 (1) (e) deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons allow a Closed Session, (Library Services Agreement). Motion carried unanimously by roll call vote.

XIII. MOTION TO RECONVENE IN OPEN SESSION Pursuant to Section 19.85 (2)

Motion by President Dickman, seconded by Trustee Zitzer, to reconvene in open session at 6:59pm pursuant to Section 19.85 (2). Motion carried unanimously by roll call vote.

a. Action on items in closed session.

XIV. ADJOURNMENT

Motion by Trustee Barth, seconded by Trustee DeGraff, to adjourn the meeting at 7:00pm. Motion carried unanimously.

Respectfully submitted,

Lynn Galyardt, Administrative Services Director