



Village of Bayside
9075 N Regent Road
Board of Trustees Meeting
January 16, 2020

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
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
There was no one in the audience.

II. PLEDGE OF ALLEGIANCE

III. 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, December 17, 2019.**
2. **Summary of Claims for December 7, 2019 through January 9, 2020 in the amount of \$129,213.02.**
3. **Application for issuance of operator's license request for Jesse Papermaster, Otto's Bayside, which has been approved by the Police Department.**

Motion by Trustee DeGraff, seconded by Trustee Barth, to approve the Board of Trustees meeting minutes, December 17, 2019; Summary of Claims for December 7, 2019 through January 9, 2020 in the amount of \$129,213.02; and the Application for issuance of operator's license request for Jesse Papermaster, Otto's Bayside, which has been approved by the Police Department.
Motion carried unanimously.

IV. 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

V. BUSINESS AGENDA

A. COMMITTEE AND COMMISSION REPORTS

1. Public Safety Committee

a. Discussion/action on the December 2019 Police Department Report.

Chief Larsson provided an overview of the December 2019 Police Department Report stating three new officers have transitioned to the myBlue program due to shift changes as of January 1 and the transition to Glendale Municipal Court has been completed.

Motion by President Dickman, seconded by Trustee Rosenfeld, on acceptance of the December 2019 Police Department Report. Motion carried unanimously.

b. Discussion/action on the December 2019 Communication Center Report.

Director Scharnott provided an overview of the December 2019 Communication Center Report stating 911 calls are increased due to weather and related vehicle crashes, new hire Yulonda Horton was progressing well in the training program and staff will be speaking with school children at Stormonth Elementary School.

Motion by President Dickman, seconded by Trustee Barth, on acceptance of the December 2019 Communication Center Report. Motion carried unanimously.

2. Public Works Committee

a. Discussion/action on the December 2019 Department of Public Works Report.

Manager Pederson provided an overview of the December 2019 Department of Public Works Report stating leaf collection was completed, 75 tree removals were completed and the holiday recycling drop-off had a total of 189 cars in three hours. Manager Pederson noted staff would be placing informational stickers on residents' recycling cans.

Motion by President Dickman, seconded by Trustee Barth, on acceptance of the December 2019 Department of Public Works Report. Motion carried unanimously.

b. Discussion/action on Resolution 20-____, a resolution proclaiming the celebration of 2020 Arbor Day in the Village of Bayside.

Motion by Trustee Barth, seconded by Trustee Walny, on approval of Resolution 20-01, a resolution proclaiming the celebration of 2020 Arbor Day in the Village of Bayside. Motion carried unanimously.

c. Discussion/action on Resolution 20-____, a resolution proclaiming the celebration of 2020 World Migratory Bird Day in the Village of Bayside.

Motion by Trustee Barth, seconded by Trustee Rosenfeld, on approval of Resolution 20-02, a resolution proclaiming the celebration of 2020 World Migratory Bird Day in the Village of Bayside. Motion carried unanimously.

d. Discussion/action on contract award for the 2020 Sanitary Sewer Rehabilitation Project.

Manager Pederson stated the Village received five competitive bids to complete the 2020 Sanitary Sewer Rehabilitation Project noting Visu-Sewer, Inc. is the low bidder with a total base bid of \$238,872.50. The Village recommends accepting the base bid and rejecting the alternate bid as the City of Mequon is coordinating and paying for the alternate bid.

Motion by President Dickman, seconded by Trustee Barth, on approval of the contract award for the 2020 Sanitary Sewer Rehabilitation Project base bid.

3. Finance and Administration Committee

a. Discussion/action on the December 2019 Administrative Services Report.

Director Galyardt provided an overview of the December 2019 Administrative Services Report stating the Household Hazardous Waste Clean Sweep grant funds were received and the process to transition to Municipal Court duties being handled by Glendale was completed.

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

b. Discussion/action on the December 2019 Financial Statement and Investment Report.

Trustee Barth stated revenues and expenditures are on track in all funds with revenues exceeding budgeted amounts.

Motion by Trustee Walny, seconded by Trustee Zitzer, on acceptance of the December 2019 Financial Statement and Investment Report. Motion carried unanimously.

c. Discussion/action on 2019 Administrative Services Annual Report.

Director Galyardt stated staff assisted 1,568 voters in two elections, 614 building permits were processed and along with the Community Events Committee hosted three successful events.

Motion by President Dickman, seconded by Trustee Walny, on acceptance of the 2019 Administrative Services Annual Report. Motion carried unanimously.

d. Discussion/action on update to Identity Theft Prevention Program.

Manager Pederson stated this is required due to the Stormwater and Sanitary Sewer Utility billing process and an update was recommended to be made to include operating systems.

Motion by Trustee DeGraff, seconded by Trustee Zitzer, on approval of the update to Identity Theft Prevention Program. 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 December 2019 Library Report.

Manager Pederson provided an overview of the December 2019 Library Report stating many discussions had been held this week regarding the draft new Library Services Agreement library funding formula.

Motion by Trustee Barth, seconded by Trustee Rosenfeld, on acceptance of the December 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.

VI. VILLAGE PRESIDENT'S REPORT – No report.

VII. VILLAGE MANAGER'S REPORT

Manager Pederson stated the Department of Transportation would be holding open houses regarding the upcoming changes on the 1-43 project.

VIII. VILLAGE ATTORNEY'S REPORT

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

X. CORRESPONDENCE

XI. 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).

B. Pursuant to Section 19.85 (1) (c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Village Manager Performance Evaluation).

Motion by Trustee DeGraff, seconded by Trustee Barth, to adjourn to closed session at 6:35pm 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) and pursuant to Section 19.85 (1) (c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Village Manager Performance Evaluation). Motion carried unanimously by roll call vote.

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

Motion by President Dickman, seconded by Trustee DeGraff, to reconvene in open session at 7:08pm pursuant to Section 19.85 (2). Motion carried unanimously by roll call vote.

A. Action on items in closed session.

Trustee Barth provided a summary of the Village Manager 2019 performance evaluation.

XIII. ADJOURNMENT

Motion by President Dickman, seconded by Trustee DeGraff, to adjourn the meeting at 7:10pm.
Motion carried unanimously.

Respectfully submitted,

Lynn Galyardt, Administrative Services Director