



I. CALL TO ORDER AND ROLL CALL

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

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

Committee Citizen Members:

Public Safety: Mort Swerdlow-excused
Public Works: JoAnn Lutz
Finance & Administration:

Also Present: Village Manager Andy Pederson
Assistant Village Manager Jake Meshke
Police Chief Doug Larsson
Director of Communications Liane Scharnott
Village Attorney Chris Jaekels
There were 13 people in the audience

II. BUSINESS

A. Public Works

1. Discussion/acceptance of the 2017 Tree City USA Award and Tree City USA Growth Award.

The Village has been recognized as a Tree City USA for the tenth year in a row and received the Tree City USA Growth Award for the seventh consecutive year. Dan Buckler, urban forestry inventory specialist with the Wisconsin Department of Natural Resources, presented the award. The Wisconsin DNR Urban Forest Assessment (WISUFA) Program characterizes and monitors the urban forest resource through time. This analysis found that the Village is over 66% covered by tree canopy, which ranks fifth among communities in the state.

Motion by Trustee Barth, seconded by Trustee DeGraff, to recommend approval to the Village Board of Trustees on acceptance of the 2017 Tree City USA Award and Tree City USA Growth Award. Motion carried unanimously.

2. Discussion/update on Bayside Middle School property improvements.

Brian Reiels, Director of Facility Services for the School District, provided an update on the Bayside Middle School Improvements. These improvements include:

- Reconstructing and resurfacing the east parking lot
- Resurfacing the running track

- Constructing a stormwater pond on the south side of the east parking lot
- Making stormwater retention improvements on site
- Constructing a softball field on the west side of the property
- Repaving the northwestern parking lot
- Removing over 45,000 square feet/removing the southeast parking lot - one (1) acre of impervious surface

Mr. Reiels is working closely with neighboring residents to alleviate lighting and general concerns.

3. Discussion/update on 2018 Capital Projects.

Manager Pederson stated the following update on the 2018 capital projects. After a couple of late additions, 46 culverts are going to be removed or replaced in the 2018. Current statistics for the project are as follows:

- 44 culverts are going to be replaced within the road project area
- Two (2) culverts will be replaced out of network (Lake Drive and Wakefield Court)
- 23 culvert replacements on Sleepy Hollow Road
- 11 culvert replacements on Tennyson Drive
- 10 culvert replacements on Standish Place
- Three (3) high points/culvert removals – Two (2) on Sleepy Hollow, One (1) on Standish
- 41 residents have paid for the culvert replacement; 5 have not paid

A final follow-up post card was mailed to residents who have not paid and they were given an extension until May 18, 2018, before a 40% late fee is charged. At this time, driveways have been marked and cut with apron removal beginning this week. Road repaving is anticipated to take place in mid to late August.

The cured-in-place pipe (CIPP) lining on sanitary sewer mains which took place on segments of N King Road, N Seneca Road, and N Tennyson Drive has been installed. The contractor is in the process of televising the completed project, which will be reviewed by the Village Engineer to ensure all work has been performed in a satisfactory manner.

The Ravine Lane Stabilization Project and Indian Creek Watershed Diversion Project had bid openings on May 2, 2018. The Ravine Lane Stabilization Project will stabilize the ravine and a Village-owned manhole along West Ravine Lane. The ravine has been eroding over time, which has destabilized the manhole and put it in jeopardy. Two bids were received with the low bid coming from WSO Grading and Excavating, LLC., in the amount of \$64,390, which was approximately 13% below the engineering estimate of \$74,000.

The Indian Creek Watershed Diversion project will bring stormwater from Ellsworth Park to Village Hall, as opposed to going to the 621 Brown Deer Road Pond. This stormwater improvement will ease the strain on the current system and direct water to Lake Michigan instead of Indian Creek. No bids were received for this project and the bid opening was extended by one (1) week to May 10, 2018. At that time, three (3) bids were received. The low bid of \$295,756.80 was provided by WSO Grading and Excavation, LLC., and was nearly 19% below the engineering estimate of \$364,000 for the project.

4. Discussion/recommendation on contract award for the Ravine Slope Stabilization and Sanitary Sewer Protection project.

Manager Pederson stated that the initial project estimate for the Ravine Lane Slope Stabilization and Manhole Protection project was \$112,000. This estimate was lowered to \$74,000 after some additional project modifications. The Village received two (2) bids on the project. The low bid was approximately 13% below the estimate. The low bid of \$64,390 was provided by WSO Grading and Excavation, LLC. This project would begin in mid-June.

Motion by Trustee Barth seconded by Trustee DeGraff, to recommend approval to the Village Board of Trustees on acceptance on contract to award for the Ravine Slope Stabilization and Sanitary Sewer Protection project. Motion carried unanimously.

5. Discussion/recommendation on contract award for the Indian Creek Stormwater Diversion project.

Manager Pederson stated that the Village received three (3) bids on the project. The low bid was within the parameters of the engineering estimate. The low bid of \$295,756.80 was provided by WSO Grading and Excavation, LLC. The low bid is nearly 19% below the engineering estimate of \$364,000. This project would begin in the summer months with the priority given to the work along the Bayside Middle School. Work near the school would be completed before students return to avoid transportation conflicts. The project is expected to conclude in the fall of this year.

Motion by Trustee Barth seconded by President Dickman, to recommend approval to the Village Board of Trustees on acceptance on contract award for the Indian Creek Stormwater Diversion project. Motion carried unanimously.

6. Discussion/recommendation on acceptance of the April 2018 Department of Public Works report.

Manager Pederson provided an overview of the April 2018 Public Works report noting that 1,405 piles of yard waste were collected and over 50,000 pounds of items were collected at the Spring Clean-Up Day with 235 participants attending.

Motion by President Dickman seconded by Trustee Barth, to recommend approval to the Village Board of Trustees on acceptance of the April 2018 Department of Public Works report. Motion carried unanimously.

B. Finance and Administration

1. Presentation/acceptance of 2017 Village Audit.

Wendi Unger from Baker Tilly presented a summary overview of the 2017 audit report indicating the Village had strong financial results and no new material weaknesses were found, and the auditors provided a clean unmodified opinion.

2. Discussion/recommendation on acceptance of the April 2018 Finance and Administrative Services report.

Manager Pederson provided an overview of the April 2018 Finance and Administrative Services report noting the Village received \$25,633.94 for the 2018 Recycling Grant Program, quarterly General Transportation aids and Connecting Highway aids of \$120,0057.07 were received, and the cost of borrowing for the bond sale came in .20%

less than the pre-sale estimates.

Motion by President Dickman seconded by Trustee DeGraff, to recommend approval to the Village Board of Trustees on acceptance on the April 2018 Finance and Administrative Services report. Motion carried unanimously.

3. Discussion/recommendation on acceptance of the April 2018 Financial Statement and Investment report.

Trustee Barth stated expenditure and revenues were in line with the 2018 fiscal year-to-date.

Motion by Trustee Muchin seconded by Trustee Walny, to recommend approval to the Village Board of Trustees on acceptance of the April 2018 Financial Statement and Investment report. Motion carried unanimously.

4. Discussion/recommendation on Ordinance 18-____, an Ordinance to repeal and recreate section 2-197 of the Municipal Code with regard to disbursements from the village treasury.

Trustee Barth provided that Senate Bill 122 was signed into law with the intent that certain local officials no longer need a fidelity bond as they are covered by an employee dishonesty insurance policy. As such, the Village insurance carrier recommends that the Village no longer renew our bonds.

Motion by Trustee Muchin seconded by Trustee Walny, to recommend approval to the Village Board of Trustees on acceptance on Ordinance 18-____, an Ordinance to repeal and recreate section 2-197 of the Municipal Code with regard to disbursement from the village treasury. Motion carried unanimously.

5. Discussion/recommendation on Ordinance 18-____, an Ordinance to repeal and recreate section 104-39 through Section 104-55 of the Municipal Code with regard to building code.

Trustee Barth provided that by adopting this language, SAFEbuilt will be able to conduct commercial property inspections as opposed to the State of Wisconsin. SAFEbuilt would get 90% of the permit revenue and the Village would get the remaining 10% and the permit process would move along more quickly.

Motion by Trustee Muchin seconded by Trustee DeGraff, to recommend approval to the Village Board of Trustees on acceptance on Ordinance 18-____, an Ordinance to repeal and recreate section 104-39 through Section 104-55 of the Municipal Code with regard to building code. Motion carried unanimously.

6. Discussion/recommendation on Resolution 18-____, a Resolution adopting the Milwaukee County Pre-Disaster Hazardous Mitigation Plan as the Official mitigation plan of the Village.

Trustee Barth provided that this item was discussed at the April meeting and Milwaukee County requires a resolution to adopt the Pre-Disaster Hazardous Mitigation Plan.

Motion by Trustee DeGraff seconded by Trustee Muchin, to recommend approval to the Village Board of Trustees on acceptance on Resolution 18-____, a Resolution adopting

the Milwaukee County Pre-Disaster Hazardous Mitigation Plan as the Official mitigation plan of the Village. Motion carried unanimously.

7. Discussion/recommendation on Resolution 18-____ a resolution amending resolution 18-14 revising the fee schedule as referenced by the Village of Bayside Municipal Code.

Trustee Barth provided that the revisions to the fee schedule makes minor revisions to the recently implemented building permit fees and a \$20 fee is being included for the recycling of computer monitors as a cost recovery measure

Motion by Trustee Muchin seconded by Trustee Zitzer, to recommend approval to the Village Board of Trustees on acceptance on Resolution 18-____, a resolution amending resolution 18-14 revising the fee schedule as referenced by the Village of Bayside Municipal Code. Motion carried unanimously.

8. Discussion/recommendation on 2019 Budget Schedule.

Trustee Barth provided that the schedule follows that of previous years and that the Village Board would receive the Village Manger's Recommended 2019 Budget in late October.

Motion by Trustee Muchin seconded by Trustee Walny, to recommend approval to the Village Board of Trustees on 2019 Budget Schedule. Motion carried unanimously.

C. Public Safety

1. Presentation of 2017 North Shore Fire/Rescue Annual Report.

Chief Whitaker presented the 2017 North Shore Fire/Rescue Annual Report. Chief noted that there were 413 calls for service in Bayside with an average response time of 5 minute and 11 seconds. Discussion was provided on the North Shore Fire/Rescue fall prevention program.

2. Discussion/recommendation on Public Safety Communication(Dispatch/RMS) Intergovernmental Agreement.

Manager Pederson provided that the proposed Public Safety Communication Intergovernmental Agreement is a culmination of over 18 months of conversation with our partners and greatly simplifies and stabilizes future funding for dispatch, RMS, and other public safety communications programs. The agreement has been vetted by seven North Shore Managers, the North Shore Fire/Rescue Chief, seven Police Chiefs, municipal attorneys, and insurance carriers. Bayside will be the third jurisdiction to act on the agreement as it has already passed in River Hills and the North Shore Fire/Rescue Department.

Motion by Trustee Barth seconded by Trustee DeGraff, to recommend approval on Public Safety Communication(Dispatch/RMS) Intergovernmental Agreement. Motion carried unanimously.

3. Discussion/ recommendation on North Shore Health Department Intergovernmental Agreement.

Manager Pederson provided that the proposed North Shore Health Department Agreement has a nominal fiscal impact and is modeled after the Public Safety Communication Intergovernmental Agreement.

Motion by Trustee Barth seconded by Trustee Muchin, to recommend approval to the Village Board of Trustees on acceptance on North Shore Health Department Intergovernmental Agreement. Motion carried unanimously.

4. Discussion/recommendation on acceptance of the April 2018 Police Department report.

Chief Larsson provided an overview of the April 2018 report noting there were 189 traffic stops, 70 traffic violations, and 64 calls for service.

Motion by President Dickman seconded by Trustee Barth, to recommend approval to the Village Board of Trustees on acceptance of the April 2018 Police Department report. Motion carried unanimously.

5. Discussion/recommendation on acceptance of the April 2018 Communication Center report.

Director Scharnott provided an overview of the April 2018 report noting 11 calls are up 3.5% in 2018 as compared to this time in 2017 and new hire Alenia Swayzer is doing well in her training.

Motion by Trustee Barth seconded by President Dickman, to recommend approval to the Village Board of Trustees on acceptance of the April 2018 Communication Center report. Motion carried unanimously.

III. ANY OTHER BUSINESS AS MAY PROPERLY COME BEFORE THE COMMITTEE

None

IV. ADJOURNMENT

Motion by Trustee Walny seconded by Trustee Barth, to adjourn the meeting at 6:43pm. Motion carried unanimously.

Respectfully submitted,

Andy Pederson, Village Manager