



I. CALL TO ORDER AND ROLL CALL

President Dickman called the meeting to order at 6:10pm.

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

Committee Citizen Members:

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

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

II. BUSINESS

A. Public Safety

- 1. Presentation of proclamation recognizing the retirement of Police Sergeant Francesca J Ehler on July 1, 2018 after 25 years of service to the Village.**

Trustee Walny read the proclamation and presented it to Sergeant Francesca Ehler.

- 2. Discussion/recommendation on acceptance of the May 2018 Police Department report.**

Chief Larsson provided an overview of the May 2018 Police Department report noting the department would miss Sergeant Ehler stating all were welcome at her farewell luncheon on July 1. Chief Larsson indicated that three rooms in the police department were undergoing carpet replacement and painting as part of the departments space reallocation project.

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

- 3. Discussion/recommendation on acceptance of the May 2018 Communication Center report.**

Director Scharnott provided an overview of the May 2018 Communication Center report noting the department had two new hires starting June 18 and June 20. The department had worked with the Department of Aging and the North Shore Fire Department to demonstrate the role dispatchers play in responding to dementia patients. Manager Pederson stated the Center would be working with a public relations firm to create a recruitment video for the dispatch center to help in educating the public and attracting candidates to apply for a dispatching

career.

Motion by President Dickman, seconded by Trustee Muchin, to recommend approval to the Village Board of Trustees on acceptance of the May 2018 Communication Center report.

B. Public Works

1. Discussion/recommendation on acceptance of the May 2018 Department of Public Works report.

Manager Pederson provided an overview of the May 2018 Department of Public Works report stating all driveway aprons were marked and cut for the 2018 culvert replacement project with 23 aprons removed on N Sleepy Hollow Road. The Ellsworth Park Pavilion was opened and new toilets, oscillating fans, and vents were installed in the restrooms.

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

2. Discussion/update on 2018 Projects:

- **Street Resurfacing and Stormwater Culvert Program**
- **Ravine Slope Stabilization and Sanitary Sewer Protection Project**
- **Indian Creek Stormwater Diversion Project**

Manager Pederson provided an update on the 2018 Projects:

- **Street Resurfacing and Stormwater Culvert Program**

All driveway aprons have been marked and cut. Driveway aprons have been removed on N. Sleepy Hollow Road and on E. Standish Place between N. Lake Drive and N. Bayside Drive. The remaining driveway aprons will be removed the week of June 11. Culvert replacement and ditch regrading is scheduled to begin on N. Sleepy Hollow Road the last week of June. The pre-construction meeting is being scheduled for Mid-July and street resurfacing planned for the middle to end of August.

- **Ravine Slope Stabilization and Sanitary Sewer Protection Project**

The Ravine Lane Stabilization Project will stabilize the ravine and a Village manhole along West Ravine Lane. The ravine has been eroding over time, which has destabilized the manhole. The project has been awarded to WSO Grading and Excavating. A pre-construction meeting has been scheduled for June 21 to cover the project specifics and timelines.

- **Indian Creek Stormwater Diversion Project**

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. The project has been awarded to WSO Grading and Excavating. A pre-construction meeting has been scheduled for June 21 to cover the project specifics and timelines. Removing the north parking lot at Village Hall will be the first phase of the project and is scheduled to begin the week of June 11.

3. Discussion/recommendation Resolution 18-___, a Resolution regarding The Wisconsin Department of Natural Resources NR 208, 2017 Compliance Maintenance Annual Report.

Manager Pederson stated this resolution was a requirement of the Wisconsin Department of Natural Resources and noted the Village received an "A" grade on the report.

Motion by President Dickman, seconded by Trustee DeGraff, to recommend approval to the Village Board of Trustees on acceptance on Resolution 18-____, a Resolution regarding The Wisconsin Department of Natural Resources NR 208, 2017 Compliance Maintenance Annual Report. Motion carried unanimously.

C. Finance and Administration

1. Discussion/recommendation of the 2018 Bird City Wisconsin Sustained Flight recognition.

Trustee Barth noted this was the ninth consecutive year the Village had been recognized as a Bird City.

Motion by President Dickman, seconded by Trustee Walny, to recommend approval to the Village Board of Trustees on acceptance on of the 2018 Bird City Wisconsin Sustained Flight recognition. Motion carried unanimously.

2. Discussion/recommendation on Committee of the Whole meeting schedule.

President Dickman noted the Committee of the Whole meetings had become redundant as the Committee of the Whole and the Village Board of Trustee meetings were held back to back. The updated Municipal Code provides that the Village Board of Trustees will specify when the Committee of the Whole will meet. The Committee of the Whole and its three (3) subcommittees are kept in place from a structural perspective. Attorney Jaekels stated the Board of Trustees could act on issues without the Committee of the Whole meeting. Trustee DeGraff requested that if an issue needed to be discussed in more detail, a Committee of the Whole, meeting be held in advance of the Board of Trustees meeting.

Motion by Trustee Muchin, seconded by Trustee Rosenfeld, to recommend approval to the Village Board of Trustees on acceptance of the Committee of the Whole meeting on an as needed basis as set by Village Board of Trustees.

3. Discussion/recommendation on acceptance of the May 2018 Finance and Administrative Services report.

Director Galyardt provided an overview of the May 2018 Finance and Administrative Services report noting the Village had received notice the League of Insurance Company would be issuing a \$23,544 property and liability insurance dividend for 2018, employees had switched over to the online MiPay timecard system, and Accurate Appraisal had over 80 residents attend the Open Book.

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

4. Discussion/recommendation on acceptance of the May 2018 Financial Statement and Investment report.

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

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

5. Discussion/recommendation on Resolution 18-____, a resolution to amend the 2018 Budget to reflect changes in revenues and expenditures.

Trustee Barth noted the Resolution transfers funds from Police and Communication Center salaries to overtime to reflect current staffing levels.

Motion by Trustee Muchin seconded by Trustee DeGraff, to recommend approval to the Village Board of Trustees on acceptance of Resolution 18-____, a resolution to amend the 2018 Budget to reflect changes in revenues and expenditures. Motion carried unanimously.

6. Discussion/recommendation on Ordinance 18-____, an ordinance to section 104-125 of the Municipal Code with regard to fences.

Trustee Barth stated it was proposed that the Village fence code be revised as it was cumbersome and provided difficulty in interpretation and implementation. Current code includes a formulaic combination of solid, 25% open, and 50% open fence. There is also a provision which allows for an openness requirement exception with a two-third vote of the Architectural Review Committee to allow for consistency on one side of the perimeter.

Manager Pederson stated the proposed code is simplified to allow up to fifteen percent of the perimeter of the property to be solid fence with the remaining portion at least 25 percent open. Exceptions for solid fence would remain to provide screening along an adjacent railroad, state highway, interstate highway, county highway, or a commercial parking lot.

Motion by President Dickman, seconded by Trustee DeGraff, to recommend approval to the Village Board of Trustees on acceptance of Ordinance 18-____, an ordinance to amend section 104-125 of the Municipal Code with regard to fences. Motion carried unanimously.

7. Discussion/recommendation of the 2018 Recycling Grant Award.

Trustee Barth noted the Village received \$25,633.94 for the 2018 Recycling Grant Award.

Motion by Trustee DeGraff, seconded by Trustee Walny, to recommend approval to the Village Board of Trustees on of the 2018 Recycling Grant Award. Motion carried unanimously.

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

IV. ADJOURNMENT

Motion by Trustee Barth, seconded by Trustee Walny, to adjourn the meeting at 6:36pm. Motion carried unanimously.

Respectfully submitted,

Lynn Galyardt, Director of Finance and Administration