



**I. CALL TO ORDER AND ROLL CALL**

President Walny called the meeting to order at 6:00pm via remote teleconferencing.

**ROLL CALL**

**President:** Eido Walny  
**Trustees:** Mike Barth  
Darren Fisher  
Daniel Muchin  
Bob Rudman  
Margaret Zitzer

**Also Present:** Village Manager Andy Pederson  
North Shore Health Department Director Ann Christiansen  
North Shore Library Director Susan Draeger-Anderson  
Police Chief Doug Larsson  
Administrative Services Director Lynn Galyardt  
Communications Center Director Liane Scharnott  
Operations Superintendent Shane Albers  
There were two people in the audience.

**II. PUBLIC HEARING**

**A. Public Hearing on the 2021 Community Development Block Grant Funds-Proposed 2021 Village of Bayside Projects.**

President Walny read the above notice and called for public discussion at 6:04pm.

Manager Pederson stated it was proposed that the Community Development Block Grant Funds would be used to fund the LX Club activities coordinator.

President Walny closed the Public Hearing at 6:05pm.

**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, May 13, 2020.**
2. **Summary of Claims for May 1, 2020 through June 5, 2020 in the amount of \$139,982.18.**
3. **Proclamation of Appreciation for Architectural Review Committee Member Sandra Muchin-Kofman for her Contributions to the Village of Bayside during her 16 years of Service.**
4. **Proclamation Recognizing September 13 and 14 as Friendship Circle Days.**
5. **License agreement between the Village of Bayside and the property located at 9377 North Regent Road for the installation of fence within the stormwater easement.**
6. **2019 Capacity, Management, Operation and Maintenance (CMOM) Plan update.**
7. **Resolution 20-\_\_\_\_, a Resolution regarding the Wisconsin Department of Natural Resources NR 208, 2019 Compliance Maintenance Annual Report.**

8. **Appointment of Cassidy Schmidt as Deputy Clerk and Leah Hofer as Deputy Treasurer.**
9. **2021 Community Development Block Grant application.**
10. **2021-2023 Urban County Consortium Cooperation Agreement for Community Development Block Grant program.**
11. **Intergovernmental Agreement for Law Enforcement Services for the 2020 Democratic National Convention in Milwaukee, Wisconsin.**
12. **Agreement between Village of Bayside and Molly Robinette for use of Ellsworth Park soccer fields for soccer lessons.**

Motion by Trustee Muchin, seconded by Trustee Barth, to approve the Board of Trustees meeting minutes, May 13, 2020; Summary of Claims for May 1, 2020 through June 5, 2020 in the amount of \$139,982.18; Proclamation of Appreciation for Architectural Review Committee Member Sandra Muchin-Kofman for her Contributions to the Village of Bayside during her 16 years of Service; Proclamation Recognizing September 13 and 14 as Friendship Circle Days; License agreement between the Village of Bayside and the property located at 9377 North Regent Road for the installation of fence within the stormwater easement; 2019 Capacity, Management, Operation and Maintenance (CMOM) Plan update; Resolution 20-13, a Resolution regarding the Wisconsin Department of Natural Resources NR 208, 2019 Compliance Maintenance Annual Report; Appointment of Cassidy Schmidt as Deputy Clerk and Leah Hofer as Deputy Treasurer; 2021 Community Development Block Grant application; 2021-2023 Urban County Consortium Cooperation Agreement for Community Development Block Grant program; Intergovernmental Agreement for Law Enforcement Services for the 2020 Democratic National Convention in Milwaukee, Wisconsin; and the Agreement between Village of Bayside and Molly Robinette for use of Ellsworth Park soccer fields for soccer lessons. Motion carried unanimously.

#### **IV. BUSINESS AGENDA**

##### **A. COMMITTEE AND COMMISSION REPORTS**

##### **1. Finance and Administration Committee**

##### **a. Presentation/acceptance of the 2019 Village Audit.**

Wendi Unger, from BakerTilly, presented an overview of the audit report and noted that the 2019 Village Audit was successful with strong financial results and no new material weaknesses.

Motion by Trustee Muchin, seconded by Trustee Fisher, to accept the 2019 Village Audit. Motion carried unanimously.

##### **b. Discussion/action on May 2020 Administrative Services Report.**

Director Galyardt provided an overview of the May 2020 Administrative Services Report noting BakerTilly completed the 2019 audit and provided draft documents, Assessment change notices were sent out to property owners; 49 residential homes saw a decrease in value, 1,069 residential homes saw an increase, and 502 saw no change.

Motion by Trustee Muchin, seconded by Trustee Zitzer, to accept the May 2020 Administrative Services Report. Motion carried unanimously.

##### **c. Discussion/action on 2021 Village Budget Guidelines and 2021 Village Budget Schedule.**

Trustee Barth stated the 2021 Budget Schedule is very similar to the process utilized in 2020.

Motion by Trustee Zitzer, seconded by Trustee Fisher, to approve the 2021 Village Budget Guidelines and 2021 Village Budget Schedule. Motion carried unanimously.

**d. Discussion/action on Ordinance 20-\_\_\_\_, an Ordinance Repeal and Recreate Section 35-122 of the Municipal Code with Regard to Closing Hours in Ellsworth Park.**

Manager Pederson stated the current Ellsworth Park hours are 6am to 10pm and the signage at the Park needs updating. This ordinance changes the hours to be open one-half hour prior to sunrise to one-half hour after sundown, which allows for a seasonal adjustment in times.

Motion by Trustee Muchin, seconded by Trustee Zitzer, to approve Ordinance 20-716, an Ordinance to Repeal and Recreate Section 35-122 of the Municipal Code with Regard to Closing Hours in Ellsworth Park. Motion carried unanimously.

**e. Discussion/action on Ordinance 20-\_\_\_\_, an Ordinance to create Section 1-24 of the Municipal Code with regard to the conduct of Remote and Virtual Meetings of Boards and Commissions.**

Trustee Barth stated this Ordinance provides formal guidelines for when and how to conduct virtual public meetings. Attorney Jaekels noted there are two kinds of virtual meetings, one is the type of meeting that is conducted with no one physically attending the meeting and the other is when members attend in person and attendance of some members are done virtually to provide a quorum.

Motion by Trustee Muchin, seconded by Trustee Zitzer, to approve Ordinance 20-717, an Ordinance to create Section 1-24 of the Municipal Code with regard to the conduct of Remote and Virtual Meetings of Boards and Commissions. Motion carried unanimously.

**2. Public Safety Committee**

**a. Discussion/update on COVID-19 Pandemic from North Shore Health Department.**

Ann Christiansen presented a COVID-19 update stating there are no active cases at the time in Bayside and the Village will be moving into Phase C where restaurants and bars may be open with 75% capacity. President Walny stated the Schools were worried about students attending classes in the fall. Ann Christiansen stated there is good reason for schools to be concerned as the Center for Disease Control and State health guidelines state the possible exposure occurs if a person has contact less than 6 feet away and longer than 10 minutes. The entire classroom of students and teachers would need to be quarantined.

**b. Discussion/action on Resolution 20-\_\_\_\_, a Resolution to Extend the Declaration of Public Health Emergency in Response to the COVID-19 Coronavirus.**

Manager Pederson stated this resolution extends the local public health emergency that was declared on June 25, 2020 to October 1, 2020 or until the public emergency conditions no longer exist, whichever is longer. The original public health emergency was declared for sixty days, which ended on May 16, 2020. The last resolution extended the public health emergency to June 25, 2020. This resolution further extends the public health emergency to continue to coordinate with FEMA and CARES Act Reimbursement protocol.

Motion by Trustee Muchin, seconded by Trustee Barth, to approve Resolution 20-14, a Resolution to Extend the Declaration of Public Health Emergency in Response to the COVID-19 Coronavirus. Motion carried unanimously.

**c. Discussion/action on Resolution 20-\_\_\_\_, a Resolution in Support of Race, Equity and Justice.**

Manager Pederson noted the proposed resolution is a first step in moving forward to create a work plan on the issues of race, justice and equity and stated Trustee Fisher will be holding three workshops. Trustee Fisher stated the workshops will be looking forward and noted he admired the level of support from the Board.

Motion by Trustee Muchin, seconded by Trustee Barth, to approve Resolution 20-15, a Resolution in Support of Race, Equity and Justice and endorse the series of workshops. Motion carried unanimously.

**d. Discussion/action on May 2020 Communication Center Report.**

Director Scharnott provided an overview of the May 2020 Communication Center Report noting there was a new format to the report, she had completed a year long class on public safety, and dispatch times had increased to 75 seconds due to the prescreening for COVID-19.

Motion by Trustee Barth, seconded by Trustee Muchin, to accept the May 2020 Communication Center Report. Motion carried unanimously.

**e. Discussion/action on May 2020 Police Department Report.**

Chief Larsson provided an overview of the May 2020 Police Department Report and commended Director Scharnott and the Communication Center Supervisors on their excellent work during the recent protests. Chief Larsson complemented the Board of Trustees for endorsing Trustee Fisher's plan for the workshops and noted he would be holding a department meeting in the next week.

Motion by Trustee Barth, seconded by Trustee Fisher, to accept the May 2020 Police Department Report. Motion carried unanimously.

**3. Public Works Committee**

**a. Discussion/action on May 2020 Department of Public Works Report.**

Manager Pederson provided an overview of the May 2020 Department of Public Works Report noting crews worked through the May 17 rain event of over five inches, completed 41 mulch deliveries and made 815 yard waste collection stops this past month.

Motion by Trustee Fisher, seconded by Trustee Barth, to accept the May 2020 Department of Public Works Report. Motion carried unanimously.

**b. Discussion/action on agreement with Wisconsin Utility Exposure, Inc. for Hydro-Vac Excavation services.**

Manager Pederson stated this agreement would provide for additional vertical pipe extension to be installed within the Tennyson Green Infrastructure project to alleviate storm water in heavy rains. The current pipe extends 5 feet down. This proposal would extend the depth of the vertical French drain pipe to 15 feet. The Hydro-Vac Excavation services provided by Wisconsin Utility Exposure, Inc. outlined in this agreement include providing labor, materials, equipment, and traffic control to hydro excavate a 12-inch diameter casing through sand, stone, and ground water.

Motion by Trustee Barth, seconded by Trustee Rudman, to approve the agreement with Wisconsin Utility Exposure, Inc. for Hydro-Vac Excavation services. Motion carried unanimously.

**c. Discussion/action on purchase of replacement generators for Bay Point and Hermitage Lift Stations.**

Manager Pederson noted the Village is currently out to bid on the replacement of the control building for the Bay Point and Hermitage lift stations. In order to save money, the Village would be directly purchasing the generators that are scheduled to be replaced as part of the project. There is a lead time of two to three months once they are purchased. The generator that has been specified would be similar to generators at other Village lift stations, providing uniformity. The proposed quote is for \$12,941 for each generator and \$1,285 for the transfer switch for the electronic controls. The total purchase would be \$28,452. The bids for the control buildings are to be back on July 7. Monies are available and budgeted for the generators from the most recent sanitary sewer borrowing and are within the scope of the project budget.

Trustee Muchin questioned what was going to be done with the old generators. Operations Superintendent Albers stated the generators would be sold at an auction.

Motion by Trustee Barth, seconded by Trustee Rudman, to approve the purchase of replacement generators for Bay Point and Hermitage Lift Stations. Motion carried unanimously.

**d. Discussion/update on 2020 Capital Projects.**

Manager Pederson stated the lift stations went out to bid on June 16, 2020 and bids will be opened on July 7, 2020. The Village portion of the Road/Stormwater project will begin June 22 with the stormwater contractors potentially starting the week of August 3. The road contractors will potentially start immediately after Labor Day. Streets for this project are selected based on the Pavement Surface Evaluation and Rating (PASER) system. The Village will be completing culvert replacements and ditch regrading along the road project to address stormwater issues.

The sanitary sewer lateral lining project has been delayed due to COVID-19, however is expected to take place sometime over the summer. The pre-construction meeting is scheduled for June 18. This project includes the rehabilitation of the sanitary sewer main lines throughout various areas of the Village. Contractors want to start before August 3.

Trustee Muchin thanked the Department of Public Works and the Department of Public Safety for keeping the flooding to a minimum during the rain event.

- 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 May 2020 Library Report.**

Trustee Zitzer stated the Library Board discussed the capital budget, and noted if there is no renovation plans the Board would like to update the card swipe system and replace carpeting. Director Draeger-Anderson stated it was disheartening that an agreement was not reached and noted the Library re-opened on Monday.

Manager Pederson stated the Library Board accepted Susan Draeger-Anderson resignation.

Motion by Trustee Muchin, seconded by Trustee Barth, to accept the May 2020 Library Report. Motion carried unanimously.

**9. Community Event Committee**

**a. Update on 4<sup>th</sup> of July Parade.**

Manager Pederson stated in light of the COVID-19 pandemic the 4<sup>th</sup> of July Parade would be a 40-minute vehicular parade with residents encouraged to register and participate in the parade. There will be a contest for the best decorated vehicle. Cars will line up at Bayside Middle School, exit onto Ellsworth Lane and ultimately end at Village Hall. Residents are asked to not exit cars before, during, or after the parade to maintain social distancing. If your home is on the parade route, no street parking is allowed. Residents are encouraged to decorate their front yard if they are on the parade route.

**b. Discussion/action on Bayside Five and Wine Run/Walk event.**

Manager Pederson stated social distancing during the 5K, vendor coordination and other factors would be very challenging and recommended cancelling the event and looking forward to having a bigger and more successful event in 2021.

Motion by Trustee Barth, seconded by Trustee Zitzer, to cancel the Bayside Five and Wine Run/Walk event. Motion carried unanimously.

**c. Discussion/action on Bayside annual Village Picnic.**

Manager Pederson stated most municipally sponsored events have been cancelled through the summer and either cancelled, postponed, or pending cancellation through the fall and noted traditionally the Picnic is heavily reliant on staff, volunteers, and Village Board members to work the event. Staff has been unable to determine a safe way to host the bounce house, rock climbing wall, inflatables, games, and vendor displays due to the COVID-19 pandemic and the sponsorship program being put on hold.

Trustee Muchin requested the Trustees table the agenda item and place it on the July meeting for further discussion.

**10. North Shore Fire Department -No report**

**11. Community Development Authority-No report**

**V. VILLAGE PRESIDENT'S REPORT**

**A. Discussion/action on appointing Tony Aiello as a regular member of the Architectural Review Committee and Roy Dietsch to the Public Safety Committee.**

President Walny stated he was recommending appointing Tony Aiello as a regular member of the Architectural Review Committee and Roy Dietsch to the Public Safety Committee.

Motion by Trustee Muchin, seconded by Trustee Barth, to appoint Tony Aiello as a regular member of the Architectural Review Committee and Roy Dietsch to the Public Safety Committee. Motion carried unanimously.

**VI. VILLAGE MANAGER'S REPORT**

Manager Pederson stated there were protest events planned in the near future and thanked Chief Larsson and Director Scharnott on their work during the current pandemic and protesting.

**VII. VILLAGE ATTORNEY'S REPORT**

Attorney Jaekels stated he was continuing to have teleconferencing meetings with municipal attorneys to discuss the various issues and events that are occurring.

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

**IX. ADJOURNMENT**

Motion by Trustee Muchin, seconded by Trustee Zitzer, to adjourn the meeting at 7:49pm. Motion carried unanimously.

Respectfully submitted,

Lynn Galyardt, Administrative Services Director