



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
Bob Rudman
Margaret Zitzer

Also Present: Village Manager Andy Pederson
Police Chief Doug Larsson
Police Lieutenant Miller
Village Attorney Chris Jaekels
Administrative Services Director Lynn Galyardt
Assistant to the Village Manager Leah Hofer
Communications Center Director Liane Scharnott
DPW Operations Superintendent Shane Albers
IT Director Rich Foscatto
There were two people in the audience.

II. PLEDGE OF ALLEGIANCE

III. CITIZENS AND DELEGATIONS

- A. 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.

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, January 21, 2021.**
2. **Summary of Claims for January 9, 2021 through February 12, 2021 in the amount of \$667,307.63.**
3. **Purchase 100 recycling carts from Toter, Inc.**
4. **Spectrum Enterprise Customer Service Order.**

Motion by Trustee Barth, seconded by Trustee Zitzer, to approve the Board of Trustees meeting minutes, January 21, 2021; Summary of Claims for January 9, 2021 through February 12, 2021 in the amount of \$667,307.63; Purchase 100 recycling carts from Toter, Inc; and Spectrum Enterprise Customer Service Order. Motion carried unanimously.

B. Acceptance of:

1. **January 2021 Financial Statement.**

- 2. January 2021 Department of Public Works Report.**
- 3. January 2021 Police Department Report.**
- 4. January 2021 Communication Center Report.**
- 5. January 2021 Community Impact Report.**

Motion by Trustee Zitzer, seconded by Trustee Fisher, to accept the January 2021 Financial Statement; January 2021 Department of Public Works Report; January 2021 Police Department Report; January 2021 Communication Center Report; and the January 2021 Community Impact Report. Motion carried unanimously.

V. BUSINESS AGENDA

A. COMMITTEE AND COMMISSION REPORTS

1. Finance and Administration Committee

Manager Pederson stated in 2007, the Village developed a long-term municipal debt management strategy to help alleviate large fluctuations in the Village's debt portfolio from year to year. At that time, the Village created the debt levy stabilization account to help manage fluctuations in Village debt. Over the past several years, the Village's financial strategy, as it relates to the issuance of municipal debt and long-term borrowing, has been to borrow in multi-year increments for capital infrastructure projects to reduce issuance costs.

Agenda items (a) through (e) combine the proposed 2021 borrowing for street improvements, sanitary sewer projects, and stormwater management projects with the refinancing of the Village's 2011 borrowing. The proposed borrowing combines \$1,040,000 for street improvement projects, \$1,045,000 for sanitary sewer project, \$260,000 for stormwater management projects, and refinancing the 2011 borrowing. The 2011 borrowing included monies for Bayside, Fox Point, and River Hills portion of the Communications Center, as well as monies for sanitary sewer projects, stormwater management projects, the municipal water connection to the Bayside Communication Center, as well as street improvement projects.

Within the 2011 borrowing, both the Village of River Hills and Fox Point are required to make a balloon payment in 2021. The Village of River Hills has already made their payment and the Village of Fox Point is scheduled to make that payment in November 2021.

The combined borrowing is proposed to not exceed \$3,450,000 in general obligation corporate purpose bonds. All inclusive, the Village is projected to save \$283,533.82 with this refinancing. Of that, \$106,807.56 will be net Village savings after the pre-payments are subtracted out. Breaking down the \$106,807.56; the sanitary sewer fund will save \$29,066.18; the stormwater fund will save \$1,416.62; and the general fund will save \$76,324.76.

The Village's financial advisor, Ehlers, has structured the existing and proposed new issuances to avoid fluctuations in the annual debt payments moving forward.

Given the near historic lows in interest rates, the Village's financial advisor, Ehlers, is projecting a true interest cost of approximately 1.4% which is based on a recent sale plus 30 basis points. The final numbers will be calculated at the time of the sale in March and presented to the Village Board for approval at the March Village Board meeting.

Ehlers financial advisor, Dawn Gunderson Schiel provided the specifics of the borrowing stating the Bonds are being issued pursuant to Wisconsin State Statutes, Section 67.04, being issued for a term of 16 years, the Village has adequate General Obligation debt capacity to undertake the financing, and competitive bids will be solicited.

- a. **Discussion/action on Resolution 21-____, an Initial Resolution Authorizing General Obligation Bonds in an Amount Not to Exceed \$1,040,000 for Street Improvement Projects.**

Motion by Trustee Fisher, seconded by Trustee Zitzer, to approve Resolution 21-05, an Initial Resolution Authorizing General Obligation Bonds in an Amount Not to Exceed \$1,040,000 for Street Improvement Projects. Motion carried unanimously by roll call vote.

- b. **Discussion/action on Resolution 21-____, an Initial Resolution Authorizing General Obligation Bonds in an Amount Not to Exceed \$1,045,000 for Sanitary Sewer Projects.**

Motion by Trustee Zitzer, seconded by Trustee Rudman, to approve Resolution 21-06, an Initial Resolution Authorizing General Obligation Bonds in an Amount Not to Exceed \$1,045,000 for Sanitary Sewer Projects. Motion carried unanimously by roll call vote.

- c. **Discussion/action on Resolution 21-____, an Initial Resolution Authorizing General Obligation Bonds in an Amount Not to Exceed \$260,000 for Storm Water Projects.**

Motion by Trustee Zitzer, seconded by Trustee Fisher, to approve Resolution 21-07, an Initial Resolution Authorizing General Obligation Bonds in an Amount Not to Exceed \$260,000 for Storm Water Projects. Motion carried unanimously by roll call vote.

- d. **Discussion/action on Resolution 21-____, an Initial Resolution Authorizing General Obligation Refunding Bonds in an Amount Not to Exceed \$1,105,000.**

Motion by Trustee Fisher, seconded by Trustee Zitzer, to approve Resolution 21-08, an Initial Resolution Authorizing General Obligation Refunding Bonds in an Amount Not to Exceed \$1,105,000. Motion carried unanimously by roll call vote.

- e. **Discussion/action on Resolution 21-____, a Resolution Providing for the Sale of Not to Exceed \$3,450,000 General Obligation Corporate Purpose Bonds.**

Motion by Trustee Zitzer, seconded by Trustee Fisher, to approve Resolution 21-09, a Resolution Providing for the Sale of Not to Exceed \$3,450,000 General Obligation Corporate Purpose Bonds. Motion carried unanimously by roll call vote.

- f. **Discussion/action on Resolution 21-____, a Resolution Providing for the Sale of Approximately \$3,590,000 Taxable General Obligation Refunding Bonds.**

Manager Pederson stated the second bond refunding addresses the 2014 borrowing for street improvements, stormwater management projects, and sanitary sewer funding. Due to the fact that the bonds are not callable until December 2022, the Village is pursuing a taxable general obligation refunding of these bonds. The overall savings between 2021 and 2034 is projected to be \$126,401.48. Broken down, the general fund will save \$107,013.86; stormwater management fund will save \$10,116.36, and sanitary sewer fund will save \$9,271.26.

The taxable bond refunding is currently based on a non-rated community plus 20 basis points. Final numbers will be presented to the Village Board at the March 2021 Village Board meeting upon the completion of the sale.

Financial Advisor Joe Murray provided specifics on the taxable General Obligation Refund Bonds stating the interest rates are proposed to be 3.0% to 3.25% and is expected to reduce debt service expense by approximately \$126,000 over the next 13 years.

Motion by Trustee Zitzer, seconded by Trustee Rudman, to approve Resolution 21-10, a Resolution Providing for the Sale of Approximately \$3,590,000 Taxable General Obligation Refunding Bonds. Motion carried unanimously by roll call vote.

g. Discussion/action on January 2021 Administrative Services Report.

Director Galyardt provided an overview of the January 2021 Administrative Services report noting there was a 15.46% voter turnout, tax collections continued with collection percentages higher than last year at this time, and no workers comp claims were reported in 2020.

Motion by Trustee Zitzer, seconded by Trustee Fisher, to accept the January 2021 Administrative Services Report. Motion carried unanimously.

h. Discussion/action on Resolution 21-____, a Resolution to amend the 2021 Budget to reflect changes in revenues and expenditures.

Trustee Barth stated the budget amendment was a result of year end housekeeping and to authorize the spending of a \$10,000 grant awarded to the Bayside Police Department, and the purchase of 100 recycling carts.

Motion by Trustee Zitzer, seconded by Trustee Fisher, to approve Resolution 21-11, a Resolution to amend the 2021 Budget to reflect changes in revenues and expenditures. Motion carried unanimously by roll call vote.

i. Discussion/action on Resolution 21-____, a Resolution Requiring Face Coverings in Non-Recreational Village Facilities within the Village of Bayside.

Trustee Barth stated this resolution gives the Village the authority to enforce face coverings in Village buildings. Manager Pederson noted this was for indoor areas, specifically the Village Hall and Police Department Lobby.

Motion by Trustee Rudman, seconded by Trustee Zitzer, to approve Resolution 21-12, a Resolution Requiring Face Coverings in Non-Recreational Village Facilities within the Village of Bayside. Motion carried unanimously.

j. Discussion/action on Comprehensive Plan Update Agreement with Vandewalle & Associates Inc.

Manager Pederson stated an agreement was received from Vandewalle and Associates Inc. for a joint staff and consultant effort to complete the required update to the Comprehensive Plan. Through a carefully crafted scope of work, the cost of the update has been reduced from \$73,000-\$100,000 down to \$28,690. Village staff will complete eight chapters of the Comprehensive Plan and create the required maps. Vandewalle & Associates Inc. will complete two chapters of the Comprehensive Plan including generalized recommendations for Issues & Opportunities and Land Use.

Motion by Trustee Zitzer, seconded by Trustee Rudman, to approve the Comprehensive Plan Update Agreement with Vandewalle & Associates Inc. Motion carried unanimously.

2. Public Works Committee

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

Manager Pederson provided an overview of the 2020 Department of Public Works Annual Report noting garbage and recycling tonnage both increased likely due to residents spending more time at home due to the COVID-19 pandemic. It was also the highest year of tree removal due to emerald ash.

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

3. Public Safety Committee

a. Discussion/action on 2020 Police Department Annual Report.

Lieutenant Miller provided an overview of the Police Department annual report noting code enforcements increased by 141%, patrol miles increased by 4%, North Shore active shooter training was held with other agencies as well as North Shore Law Enforcement in-service training.

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

b. Discussion/action on 2020 Communication Center Annual Report.

Director Scharnott provided an overview of the Communication Center annual report noting the Center received the NG911 Grant, the Intrado NG911 phone system was installed, IT Director Rich Foscatto was recognized as Innovator of the Year, and stated dispatch call handling time increased by 59% due to the COVID-19 pandemic protocols.

Director Foscatto stated the IT department migrated the court technologies to the North Shore Courts system, updated the Locution Station Paging system, and deployed the new Juniper core.

Motion by Trustee Barth, seconded by Trustee Fisher, to accept the 2020 Communication Center Annual Report. 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 January 2021 Library Report.

Trustee Zitzer provided an update to the Library Board meeting noting the Library had reopened this week, the Board had met today, and they determined that the municipalities needed to provide the leadership on the future of the North Shore Library. Initial interviews will be held for the Director position next week.

Motion by Trustee Fisher, seconded by Trustee Barth, to accept the January 2021 Library Report. Motion carried unanimously.

9. North Shore Fire Department

a. Discussion/action on Resolution 21-____, a Resolution Approving a

“Single or Multi-Year capital” Budget To Purchase Large Apparatus Equipment for 2022, 2023, 2024 & 2025.

Manager Pederson stated the North Shore Fire Department Board of Directors unanimously recommended the Resolution to the seven member communities. The North Shore Fire Services Agreement requires all seven communities to adopt a local resolution regarding the budget.

President Walny noted the funds would be used to purchase large fire trucks.

Motion by Trustee Barth, seconded by Trustee Zitzer, to approve Resolution 21-13, a Resolution Approving a “Single or Multi-Year capital” Budget To Purchase Large Apparatus Equipment for 2022, 2023, 2024 & 2025. Motion carried unanimously by roll call vote.

10. Community Development Authority-No report.

VI. VILLAGE PRESIDENT'S REPORT

A. Discussion/action on appointment of Josh Roling to Village Board of Trustees for term expiring in April 2022.

President Walny introduced Josh Roling.

Motion by Trustee Barth, seconded by Trustee Rudman, to appoint Josh Roling to Village Board of Trustees for term expiring in April 2022. Motion carried unanimously.

VII. VILLAGE MANAGER'S REPORT

Manager Pederson welcomed Josh Roling and provided an update on the COVID-19 pandemic.

VIII. VILLAGE ATTORNEY'S REPORT – No report.

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

X. ADJOURNMENT

Motion by Trustee Rudman, seconded by Trustee Barth, to adjourn the meeting at 7:39pm. Motion carried unanimously.

Respectfully submitted,

Lynn Galyardt, Administrative Services Director