



I. CALL TO ORDER AND ROLL CALL

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

ROLL CALL

President: Eido Walny

Trustees: Mike Barth

Darren Fisher – arrived at 6:26pm

Joshua Roling - excused

Dan Rosenfeld

Bob Rudman

Margaret Zitzer

Also Present: Village Manager, Andy Pederson
Village Attorney, Chris Jaekels
Assistant to the Village Manager, Leah Hofer
Deputy Clerk, Amanda Gronemeyer
Communication Center Director, Liane Scharnott
Police Chief, Doug Larsson
Operations Superintendent, Shane Albers
There were 6 people in the audience.

II. PLEDGE OF ALLEGIANCE

III. PUBLIC HEARING

A. Public Hearing on Proposed 2022 Annual Budget and establishing the 2021 Tax Levy for Operating the Government and Administration of the Village of Bayside.

President Walny opened the public hearing at 6:00pm.

1. Public Discussion

There was no public discussion.

2. Board Discussion

Trustee Barth commended staff on the work done on the 2022 Budget Document.

President Walny closed the Public Hearing at 6:01pm.

IV. CITIZENS AND DELEGATIONS

A. Proclamation Honoring Thomas Dobrowits on Becoming an Eagle Scout.

President Walny read and presented Thomas Dobrowits with the proclamation honoring him for becoming an Eagle Scout.

V. CONSENT AGENDA

A. Approval of:

1. **Board of Trustees meeting minutes, October 21, 2021.**
2. **Summary of Claims for October 9, 2021 through November 12, 2021 in the amount of \$219,929.26.**
3. **October 2021 Financial Statement.**
4. **October 2021 Community Impact Report.**
5. **Agreement with FEI Workforce Resilience for Employee Assistance Program.**
6. **Purchase of 2022 Ford Interceptor Hybrid Utility Vehicle.**
7. **A Resolution to amend the 2021 Budget to reflect changes in revenues and expenditures.**

Motion by Trustee Zitzer, seconded by Trustee Barth, to approve the Board of Trustees meeting minutes, October 21, 2021; Summary of Claims for October 9, 2021 through November 12, 2021 in the amount of \$219,929.26; October 2021 Financial Statement; October 2021 Community Impact Report; Agreement with FEI Workforce Resilience for Employee Assistance Program; Purchase of 2022 Ford Interceptor Hybrid Utility Vehicle; Resolution to amend the 2021 Budget to reflect changes in revenues and expenditures. Motion carried unanimously by roll call vote.

VI. BUSINESS AGENDA

A. COMMITTEE AND COMMISSION REPORTS

1. Public Safety Committee

a. Discussion/action on October 2021 Communications Center Report.

Director Scharnott provided an overview of the October 2021 Communications Center Report and introduced Mandy Majors, the new Deputy Director for the Communications Center.

Motion by Trustee Barth, seconded by Trustee Rudman, to accept the October 2021 Communications Center Report. Motion carried unanimously.

b. Discussion/action on October 2021 Police Department Report.

Chief Larsson provided an overview of the October 2021 Police Department Report noting the high intake of unused prescription drugs collected at the Drug Take Back day and throughout the preceding months. Wisconsin leads the nation in prescription drug collection. Chief Larsson noted that an elderly Bayside resident sent money to a location in California and forgot. Officers Dills and Kadulski worked with the woman, UPS, and California investigators to get the \$16,000 back to the woman. Chief Larsson stated there there has been a large increase in fraud cases.

Motion by Trustee Rosenfeld, seconded by Trustee Barth, to accept the October 2021 Police Department Report. Motion carried unanimously.

c. Discussion/action on proposal from Priority Dispatch for Emergency Medical Dispatch software.

Manager Pederson stated that the software is a collaboration with the North Shore Fire Department. Manager Pederson stated that the NSFD Board recently approved the agreement. The total cost of the software proposal is \$148,000 however NSFD would pay \$110,000 which

includes all capital costs. The software has been budgeted for in 2022. The software would be implemented by mid-2022.

Motion by Trustee Barth, seconded by Trustee Rudman, to accept the proposal from Priority Dispatch for Emergency Medical Dispatch software. Motion carried unanimously.

2. Finance and Administration Committee

a. Discussion/action on October 2021 Administrative Services Report.

Assistant to the Village Manager Hofer provided an overview of the October 2021 Administrative Services Report noting the estimated populations for both Milwaukee and Ozaukee counties have been provided to the Village, tax bills are beginning to be calculated, and grant dollars are up 21% year-to-date.

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

b. Discussion/action on Resolution 21-____, a resolution to Re-establish Municipal Voting Wards.

Motion by Trustee Rosenfeld, seconded by Trustee Zitzer, to approve Resolution 21-33, a resolution to Re-establish Municipal Voting Wards. Motion carried unanimously.

c. Discussion/action on Resolution 21-____, a resolution amending Resolution 21-25 revising the fee schedule as referenced by the Village of Bayside Municipal Code.

Motion by Trustee Zitzer, seconded by Trustee Rudman, to approve Resolution 21-34, a resolution amending Resolution 21-25 revising the fee schedule as referenced by the Village of Bayside Municipal Code. Motion carried unanimously.

d. Discussion/action on Resolution 21-____, a resolution adopting the 2022 annual budget and establishing the 2021 tax levy.

Motion by Trustee Rosenfeld, seconded by Trustee Rudman, to approve Resolution 21-35, a resolution adopting the 2022 annual budget and establishing the 2021 tax levy. Motion carried unanimously.

e. Discussion/action on Resolution 21-____, a resolution adopting the 2022 sanitary sewer enterprise budget and establishing the Residential and Commercial Sewer User Fee rates.

Motion by Trustee Rosenfeld, seconded by Trustee Zitzer, to approve Resolution 21-36, a resolution adopting the 2022 sanitary sewer enterprise budget and establishing the Residential and Commercial Sewer User Fee rates. Motion carried unanimously.

f. Discussion/action on Resolution 21-____, a resolution adopting the 2022 stormwater revenue fund budget and establishing the Equivalent Runoff Unit rate.

Motion by Trustee Rudman, seconded by Trustee Zitzer, to approve Resolution 21-37, a resolution adopting the 2022 stormwater revenue fund budget and establishing the Equivalent Runoff Unit rate. Motion carried unanimously.

g. Discussion/action on 2022 Village Financial Policies.

Motion by Trustee Rosenfeld, seconded by Trustee Zitzer, to approve 2022 Village Financial Policies. Motion carried unanimously.

h. Discussion/action on 2022 Village goals, performance measurement, and fiscal analysis.

Motion by Trustee Zitzer, seconded by Trustee Rudman, to approve 2022 Village goals, performance measurement, and fiscal analysis. Motion carried unanimously.

i. Discussion/action on 2022-2043 Capital Improvement Program.

Motion by Trustee Rosenfeld, seconded by Trustee Zitzer, to approve 2022-2043 Capital Improvement Program. Motion carried unanimously.

3. Public Works Committee

a. Discussion/action on October 2021 Department of Public Works Report.

Operations Superintendent Albers provided an overview of the October 2021 Department of Public Works Report noting crack filling was completed using single ply toilet paper, WE Energies is taking down trees in mass quantities to enhance utility reliability, and the Department has worked with the Police Department to relocate the radar sign.

Motion by Trustee Barth, seconded by Trustee Zitzer to accept the October 2021 Department of Public Works Report. Motion carried unanimously.

b. Discussion/action on Contract between Village of Bayside and Kapur & Associates, Inc. for the 2022 Sanitary Sewer Rehabilitation Program Design and Construction Management.

Manager Pederson stated that 2022 will be the fifth and final year of the sewer main cured-in-place pipe lining project in the Village.

Motion by Trustee Barth, seconded by Trustee Zitzer, to approve Contract between Village of Bayside and Kapur & Associates, Inc. for the 2022 Sanitary Sewer Rehabilitation Program Design and Construction Management. Motion carried unanimously.

c. Discussion/action on Professional Service Agreement between the Village of Bayside and Clark Dietz, Inc. for Village Engineering Services.

Manager Pederson stated that this agreement with Clark Dietz, Inc. is an engineering retainer agreement with defined engineering responsibilities. Manager Pederson stated that Clark Dietz, Inc. will bid out the road project, perform construction management, assist with the MS4 permit, and will be completing sanitary sewer work in future years for the Village. Manager Pederson stated this agreement is estimated to save approximately \$45,000 in 2022.

Motion by Trustee Barth, seconded by Trustee Zitzer, to approve Professional Service Agreement between the Village of Bayside and Clark Dietz, Inc. for Village Engineering Services. 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 October 2021 Library Report.**

No report was provided.

- 9. North Shore Fire Department – No report.**
- 10. Community Development Authority – No report.**

VII. VILLAGE PRESIDENT'S REPORT

- A. Discussion/action on appointment of Thomas Houck to Architectural Review Committee and Board of Zoning Appeals.**

Motion by Mike Barth, seconded by Margaret Zitzer, to approve the appointment of Thomas Houck to Architectural Review Committee and Board of Zoning Appeals. Motion carried unanimously.

VIII. VILLAGE MANAGER'S REPORT

Manager Pederson introduced Rachel Safstrom who will be the new Administrative Services Director beginning in mid-January.

Manager Pederson stated WE Energies is on track to complete tree trimming around powerlines this year.

Manager Pederson stated the home on East Hermitage Road that experienced a fire was razed and the land has been restored;

the property on East Glencoe Place that had the home razed has been sold; and

the home on North Lake Drive that has been approved to be razed has been delayed due to not being able to contact the property owner.

Manager Pederson stated that MMSD will begin sanitary sewer work on Brown Deer Road after the project goes out to bid in early spring.

IX. VILLAGE ATTORNEY'S REPORT

No report.

X. 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; (Economic Development)

Motion by Mike Barth, seconded by Margaret Zitzer to adjourn to closed session at 6:31pm 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; (Economic Development). Motion carried unanimously by roll call vote.

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

Motion by Trustee Barth, seconded by Trustee Zitzer, to reconvene in open session pursuant to Section 19.85 (2) at 6:43pm. Motion carried unanimously.

A. Action on items in closed session.

No action was taken, or motions made in closed session.

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

XIII. ADJOURNMENT

Motion by Trustee Fisher, seconded by Trustee Rosenfeld, to adjourn the meeting at 6:45pm. Motion carried unanimously.

Respectfully submitted,

Leah Hofer, Assistant to the Village Manager