



Village of Bayside
9075 N Regent Road
Board of Trustees Meeting Minutes
December 16, 2021

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
Joshua Roling
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
Communications Center Director, Liane Scharnott
Communications Center Deputy Director, Mandy Majors
Police Chief, Doug Larsson
Operations Superintendent, Shane Albers
There was 1 person in the audience.

II. PLEDGE OF ALLEGIANCE

III. CITIZENS AND DELEGATIONS

None.

IV. CONSENT AGENDA

A. Approval of:

1. **Board of Trustees meeting minutes, November 18, 2021 and December 1, 2021**
2. **Public Safety Committee meeting minutes, August 19, 2021.**
3. **Summary of Claims for November 13, 2021 through December 3, 2021 in the amount of \$61,543.42.**
4. **November 2021 Financial Statement.**
5. **November 2021 Community Impact Report.**
6. **Contract with BSI/Smart Spaces for Village Technology Upgrades.**
7. **2022 Poll Worker Appointments.**
8. **North Shore Library Capital Campaign Letter of Agreement with Baker Street Consulting.**

Trustee Roling requested consideration of the draft December 1, 2021 minutes for correction. He stated that the reference to September 1, 2042 was a mistake and should read September 1, 2045. Motion by Trustee Barth, seconded by Trustee Zitzer to amend the draft minutes. Motion carried unanimously by a roll call vote.

Motion by Trustee Barth, seconded by Trustee Rosenfeld, to approve the Board of Trustees meeting minutes, November 18, 2021 and December 1, 2021; Public Safety Committee meeting minutes, August 19, 2021; Summary of Claims for November 13, 2021 through December 3, 2021 in the amount of \$61,543.42; November 2021 Financial Statement; November 2021 Community Impact Report; Contract with BSI/Smart Spaces for Village Technology Upgrades; 2022 Poll Worker Appointments; North Shore Library Capital Campaign Letter of Agreement with Baker Street Consulting. Motion carried unanimously by roll call vote.

V. BUSINESS AGENDA

A. COMMITTEE AND COMMISSION REPORTS

1. Public Safety Committee

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

Director Scharnott provided an overview of the November 2021 Communications Center Report noting call volume has increased as well as hang ups. Director Scharnott stated two new hires are in Phase 2 of training and will be done with training by the end of January. The Department is working on performance reviews and SMART goals for 2022.

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

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

Chief Larsson provided an overview of the November 2021 Police Department Report noting November was a quiet month. The Department was audited by the state, and they were not only compliant but well beyond. The Department is recruiting for a new hire. Officer Dills welcomed a new baby this month.

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

2. Finance and Administration Committee

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

Assistant to the Village Manager Hofer provided an overview of the November 2021 Administrative Services Report noting the Wisconsin Department of Revenue 2021 Municipal Levy Limit Worksheet was completed and the lottery and gaming credit information was received. The tax bills for Milwaukee and Ozaukee County were calculated.

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

3. Public Works Committee

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

Operations Superintendent Albers provided an overview of the November 2021 Department of

Public Works Report noting a collection took place every week which produced 1,605 yards of leaves. The Department participated in GIS training with Lynden organization. OS Albers stated the crew is prepping for winter.

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

b. Discussion/action on Tennyson Drive Stormwater Management Analysis.

Manager Pederson stated that the Public Works Committee has recommended Option 1 to the Village Board, which includes engaging Clark Dietz to perform the engineering study and proposal.

Motion by Trustee Barth, seconded by Trustee Zitzer to proceed with an engineering study of option 1 of the Stormwater Management project. Motion carried unanimously.

4. Intergovernmental Cooperation Council

5. Board of Zoning Appeals

6. Architectural Review Committee

7. Plan Commission

8. Library Board

a. Discussion/action on the November 2021 Library Report.

Trustee Zitzer provided an overview of the November 2021 Library Report noting the Library Board met on December 16, 2021 and approved the Baker Street Consulting Agreement and well as the agreement with Mann Edge Consulting to serve as owner's representative for the project. Trustee Zitzer noted the Library Board discussed holiday closings, updated job descriptions, and the hiring of an Assistant Director.

Motion by Trustee Barth, seconded by Trustee Rudman, to accept the November 2021 Library Report.

9. North Shore Fire Department

10. Community Development Authority

VI. VILLAGE PRESIDENT'S REPORT

President Walny noted a lot of time has been spent on library related issues including selecting Baker Street Consulting to assist with fundraising.

VII. VILLAGE MANAGER'S REPORT

Manager Pederson stated the Holiday Drop Off will take place from 2-5pm on December 27. Manager Pederson stated that White Oaks Apartments pulled a permit to begin their building project.

VIII. VILLAGE ATTORNEY'S REPORT

Attorney Jaekels stated a lawsuit was filed against the Village regarding Tax Increment District #1. The Village has been provided a courtesy copy, but nothing has been served to the Village.

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

X. ADJOURNMENT

Motion by Trustee Barth, seconded by Trustee Roling, to adjourn the meeting at 6:19pm. Motion carried unanimously.

Respectfully submitted,

Leah Hofer, Assistant to the Village Manager