



Village of Bayside
9075 N Regent Road
Board of Trustees Meeting Minutes
January 20, 2022
Village Board Room, 6:00pm

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
Director of Administrative Services, Rachel Safstrom
Deputy Clerk, Amanda Gronemeyer
Communications Center Director, Liane Scharnott
Communications Center Deputy Director, Mandy Majors
Police Chief, Doug Larsson
Operations Superintendent, Shane Albers

II. PLEDGE OF ALLEGIANCE

III. CITIZENS AND DELEGATIONS

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. Summary of Claims for December 4, 2021 through January 14, 2022 in the amount of \$1,545,311.72.
2. December 2021 Preliminary Financial Statement.
3. Board of Trustees meeting minutes, December 16, 2021
4. December 2021 Community Impact Report.
5. Appointment of Rachel Safstrom as Village Clerk pursuant to Article III, Division 3, Section 102-8 and Village Treasurer pursuant to Article III, Division 4, Section 2-131 of the Municipal Code.
6. Right-of-way License Agreement with 9138 N Tennyson Drive.
7. Resolution 22-01, A Resolution to amend the 2021 Budget to reflect changes in revenues and expenditures.

Motion by Trustee Zitzer, seconded by Trustee Rolling, to approve Summary of Claims for December 4, 2021 through January 14, 2022; December 2021 Preliminary Financial Statement; Board of Trustees meeting minutes, December 16 2021; December 2021 Community Impact Report; Appointment of Rachel Safstrom as Village Clerk and Village Treasurer; Right of Way License Agreement with 9138 N Tennyson Drive; Resolution 22-01, A Resolution to amend the 2021 Budget. Motion carried unanimously by roll call vote.

V. BUSINESS AGENDA

A. COMMITTEE AND COMMISSION REPORTS

1. Public Safety Committee

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

Director Scharnott provided an overview of the December 2021 Communications Center Report providing a brief explanation of the Code Red Software and noting that call volume has increased. Director Scharnott stated that four new staff have been hired and are working on completing their training.

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

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

Chief Larson provided an overview of the December 2021 Police Department Report noting they are interviewing for Eric's replacement and that there is one candidate of particular interest who will start in early February. Chief Larson noted that what appeared to be a drop in citations was simply due to an inaccuracy in the reporting process with Glendale Court.

Trustee Rosenfeld inquired what percentage of those receiving citations were Bayside residents. Chief Larson reported that Bayside residents comprise approximately 50% of those cited.

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

2. Finance and Administration Committee

a. Discussion/action on 2022 Beer Garden Series.

Village Manager Pederson provided an overview of the 2022 Beer Garden Series noting that the Village is again partnering with 1840 Brewing Company to host a Winter Beer Garden at Mount Bayside. The first date of the series will be Sunday, February 6 from 12-4pm.

Motion by Trustee Fisher, seconded by Trustee Zitzer, to accept the 2022 Beer Garden Series. Motion carried unanimously.

b. Discussion/action on 2022 Adopt-A-Tree Program.

Operations Superintendent Albers provided an overview of the 2022 Adopt A Tree Program stating that tree prices have increased, and availability is limited. All of the trees are locally sourced from Ozaukee County. The trees planned for the right of way will be planted and mulched by the village, while those ordered privately will be delivered and the responsibility of the resident to plant on their property.

Trustee Barth inquired about the trimming of trees in the right of way. Village Attorney Jaekels noted that neighboring residents can trim trees in the right of way so long as the tree's health is not jeopardized by the pruning.

Motion by Trustee Fisher, seconded by Trustee Zitzer, to accept the 2022 Adopt A Tree Program. Motion carried unanimously.

3. Public Works Committee

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

Operations Superintendent Albers provided an overview of the December 2021 Department of Public Works Report stating that despite the number of storms the tub grinder processed the yard waste on time and within budget. OS Albers noted that during the month of December sewer jetting on 26,000 feet of sewer line was completed. Demolition at Ellsworth Park was completed, and the new park equipment has been received and is scheduled to be installed in May 2022.

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

b. Discussion/action on Tennyson Drive Stormwater Management Engineering Services Proposal.

Operations Superintendent Albers provided an update on the Tennyson Drive Stormwater Management Engineering Services Proposal stating that the final construction for the stormwater lift station is planned for July 2022.

4. Intergovernmental Cooperation Council

5. Board of Zoning Appeals

6. Architectural Review Committee

7. Plan Commission

8. Library Board

a. Discussion/action on December 2021 Library Report.

Trustee Zitzer stated that there was no December 2021 Library Report and that Annie Bahringer's resignation was accepted in December and Susan Draeger-Anderson was hired on as the Interim Library Director. Interim Director Anderson hopes to focus on fixing the budget and improving morale at the library. Trustee Zitzer noted that the library was closed the first week in January due to illness.

9. North Shore Fire Department

10. Community Development Authority

VI. VILLAGE PRESIDENT'S REPORT

President Walny noted that he has been spending a lot of time meeting with the Library Board to

discuss fundraising opportunities.

VII. VILLAGE MANAGER'S REPORT

Manager Pederson noted that the Village is in the midst of a transition between retiring Director of Administrative Services Lynn Galyardt to newly hired Director of Administrative Services Rachel Safstrom. Manager Pederson stated that 201 Ash trees received yellow tags and are in the process of being removed. Manager Pederson stated that renovations to Village Hall have begun, and the lobby is in the process of being painted. Manager Pederson noted that in the upcoming week the Department of Public Works will focus on preparing the Board Room and Village Hall in preparation for carpeting in late February or early March of 2022 and the arrival of new furniture in April.

President Walny inquired into what will become of the current artwork in Village Hall. Manager Pederson stated that the artwork is planned to be auctioned off. Village Attorney Jaekels mentioned that there is money set aside for art thanks to Toby and Sam Recht.

VIII. VILLAGE ATTORNEY'S REPORT

Attorney Jaekels gave an update on the document retention ordinance with the State Historical Society. Attorney Jaekels stated that the village is working on establishing a relationship with Clark Dietz to take over the services that had been provided by Kapur and Associates.

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

Trustee Barth questioned whether the village could hire an intern to scan the records in the basement. Manager Pederson stated that our current intern, Gina Vlach has been working on organizing the records. Many of the records have a retention rate of seven years. Manager Pederson noted that a second sump pump is in the process of being installed in the basement.

Trustee Barth noted Manager Pederson's 17-year anniversary with the village.

X. ADJOURNMENT

Motion by Trustee Zitzer, seconded by Trustee Roling, to adjourn the meeting at 6:24pm. Motion carried unanimously.

Respectfully submitted,

Amanda Gronemeyer, Deputy Clerk