



Village of Bayside  
9075 N Regent Road  
Board of Trustees Meeting  
September 22, 2022  
Village Board Room, 6:00pm

## BOARD OF TRUSTEES AGENDA

**PLEASE TAKE NOTICE** that a meeting of the Bayside Village Board will be held at the Village Hall of the Village of Bayside, 9075 N. Regent Road, Bayside, Wisconsin in addition to virtually. Public can access this meeting of the Village Board by phone or by computer. The phone number is: **+1 312 626 6799**. The Zoom Meeting code is: **864 3357 0342** and the Passcode is: **623906**. <http://bitly.ws/ufvd> Persons desiring to speak in the remote format during Agenda Item III, Citizens and Delegations, should register twenty-four hours in advance by calling (414) 206-3915. The following items of business will be discussed and possibly acted upon:

### I. CALL TO ORDER AND ROLL CALL

### 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 August 11, 2022 through September 14, 2022 in the amount of \$359,715.
2. August 2022 Financial Statement.
3. Board of Trustees meeting minutes, August 11, 2022.
4. August 2022 Community Impact Report.
5. Right-of-way License Agreement with 8580 N Fielding Road.
6. Raze/repair order for 9121 N. Tennyson Drive.
7. Purchase of 2023 Ford Police Interceptor Utility AWD.
8. Grant award from Wisconsin DATCP for Household Hazardous Waste Clean Sweep Program in the amount of \$6,000.
9. Grant award from Wisconsin DATCP for Rx Allocation Clean Sweep Program in the amount of \$3,100.
10. Resolution 22-\_\_\_, A Resolution to Amend the 2022 Annual Program Budget.
11. Resolution 22-\_\_\_, A Resolution Authorizing the Village of Bayside to file the Urban Forestry Grant Application.
12. Proclamation Honoring Chief Douglas Larsson for 48 Years of Law

13. Enforcement Service.  
Proclamation Honoring Bryan Herbst for 34 Years of Service.

**V. BUSINESS AGENDA**

**A. COMMITTEE AND COMMISSION REPORTS**

**1. Public Safety Committee**

- a. Swearing In of Police Officer Zachary Bell.
- b. Discussion/action on Proclamation Recognizing Bayside Communication Center Telecommunicator Jordan Trevisan for Life Saving Efforts.
- c. Discussion/action on August 2022 Communications Center Report.
- d. Discussion/action on August 2022 Police Department Report.

**2. Public Works Committee**

- a. Discussion/action on August 2022 Department of Public Works Report.
- b. Discussion/action on Green Solutions Funding Agreement G980005P111: Bayside Village Hall Bioswale.
- c. Discussion/update on 2022 Capital Projects.

**3. North Shore Health Department**

**4. North Shore Fire Department**

- a. Discussion/action on Resolution 22-\_\_\_, A Resolution Approving the 2023 North Shore Fire Department Fees for Service Schedule.
- b. Discussion/action on Resolution 22-\_\_\_, In the Matter of Authorizing an Exception to the Levy Limits for Charges for the North Shore Fire Department Pursuant to 2005 Wisconsin Act 484.

**5. Finance and Administration Committee**

- a. Discussion/action on August 2022 Administrative Services Report.
- b. Resolution 22-\_\_\_, Resolution Authorizing the Partial Redemption of Special Assessment B Bonds, Series 2013A Dated May 16, 2013 and Special Assessment B Bonds, Series 2015A Dated May 7, 2015.
- c. Discussion/action on Information Technology Services Agreement with Village of Brown Deer.
- d. Discussion/action on Information Technology Services Agreement with Village of Shorewood.

**6. Board of Zoning Appeals**

- a. Discussion/action on the request for a special exception by Katie and Derreck Rose for a fence at the property located at 824 E Hermitage Rd, contrary to Section 104-125(c).
- b. Discussion/action on the request for a special exception by Colin and Jenny White for a fence at the property located at 1400 E Bay Point Rd, contrary to Section 104-125(j).
- c. Discussion/action on the request for a special exception by Kathleen and Thomas Roozen for a fence at the property located at 9126 N Meadowlark Ln, contrary to Section 104-125(k).

**7. Architectural Review Committee**

**8. Plan Commission**

**9. Library Board**

- a. Discussion/action on July and August 2022 North Shore Library Report.

**VI. VILLAGE PRESIDENT'S REPORT**

**VII. VILLAGE MANAGER'S REPORT**

**VIII. VILLAGE ATTORNEY'S REPORT**

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

**X. ADJOURNMENT**

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. Contact Village Hall at 414-206-3915. It is possible that members of and possibly a quorum of members of other Boards, Commissions, or Committees of the Village may be in attendance in the above stated meeting to gather information; no action will be taken by any other Boards, Commissions, or Committees of the Village except by the Board, Commission, or Committee noticed above. Agendas and minutes are available on the Village website ([www.baysidewi.gov](http://www.baysidewi.gov))



Village of Bayside  
9075 N Regent Road  
Board of Trustees Meeting  
September 22, 2022  
Village Board Room, 6:00pm

**BOARD OF TRUSTEES  
SUPPLEMENTAL AGENDA NOTES**

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

**II. PLEDGE OF ALLEGIANCE**

**III. CITIZENS AND DELEGATIONS**

**IV. CONSENT AGENDA**

**A. Approval of:**

- 1. Summary of Claims for August 11, 2022 through September 14, 2022 in the amount of \$359,715.**
- 2. August 2022 Financial Statement.**

Included in the packet is the August 2022 Financial Statement. Revenues and expenditures are on track year-to-date. **Approval is recommended.**

- 3. Board of Trustees meeting minutes, August 11, 2022.**
- 4. August 2022 Community Impact Report.**

Included in the packet is the August 2022 Community Impact Report. Of significant note, the average time to complete Access Bayside requests is 2.2 days, 5 days faster than 2021. **Approval is recommended.**

**5. Right-of-way License Agreement with 8580 N Fielding Road.**

The tree located at 8580 N Fielding Road was scheduled to be removed as part of the 2022 Tree Removal Project. The property owner has requested to take full responsibility for the tree even though it is in the Village right-of-way. The right-of-way License Agreement signed by the property owner is included in the packet. **Approval is recommended.**

**6. Raze/repair order for 9121 N. Tennyson Drive.**

Village staff, Bayside Police Department, the Village Building Inspector, and the North Shore Health Department met with the owner of the home following a Board of Zoning Appeals case which brought light to this issue. Prior to the Board of Zoning Appeals meeting, the Village had not received a complaint about the condition of the home and due to foliage and landscape, much of the home is screened from the street. Officer Sarah Kadulski has been working with the homeowner and this is the next step in the process.

Whenever the building inspector determines that any building or structure is so old, dilapidated or has become so out of repair as to be dangerous, unsafe, insanitary or otherwise unfit for

human habitation, occupancy or use, and so that it would be unreasonable to repair the same, the inspector shall recommend to the village board an order be sent to the owner to raze and remove all or part thereof, or if such structure can be made safe and sanitary by repairs, is at the owner's option. Such orders and proceedings shall be as provided in Wis. Stats. § 66.0413. The building inspector's findings are included in the raze/repair order for the home at 9121 N Tennyson Drive. **Approval is recommended.**

**7. Purchase of 2023 Ford Police Interceptor Utility AWD.**

The 2023 Ford Police Interceptor Utility AWD vehicle is included in the 2023 budget. Due to supply chain shortages, the Department is requesting the vehicle be ordered prior to the approved budget in order to receive the vehicle in 2023. **Approval is recommended.**

- 8. Grant award from Wisconsin DATCP for Household Hazardous Waste Clean Sweep Program in the amount of \$6,000.**
- 9. Grant award from Wisconsin DATCP for Rx Allocation Clean Sweep Program in the amount of \$3,100.**

The Village was awarded a \$6,000 grant for the collection of household hazardous waste and a \$3,100 grant for the collection of prescription drugs from the Wisconsin DATCP. **Approval is recommended.**

**10. Resolution 22- \_\_\_\_, A Resolution to Amend the 2022 Annual Program Budget.**

The proposed amendment is necessary to reflect current revenues and expenditures as authorized by the Village Board throughout 2022 as well as address housekeeping amendments. The 2022 budget remains balanced. **Approval is recommended.**

**11. Resolution 22- \_\_\_\_, A Resolution Authorizing the Village of Bayside to file the Urban Forestry Grant Application.**

The attached resolution authorizes the Village to submit a request to the Wisconsin DNR for a grant in the amount of \$25,000 for working in the Village's urban forest, specifically completing a tree inventory and pruning right-of-way trees. **Approval is recommended.**

- 12. Proclamation Honoring Chief Douglas Larsson for 48 Years of Law Enforcement Service.**
- 13. Proclamation Honoring Bryan Herbst for 34 years of Service.**

**V. BUSINESS AGENDA**

**A. COMMITTEE AND COMMISSION REPORTS**

**1. Public Safety Committee**

**a. Swearing In of Police Officer Zachary Bell.**

Zachary Bell joined the Bayside Police Department on Tuesday, September 6. Officer Bell completed the Police Academy through Milwaukee Area Technical College. He also has prior law enforcement experience with the City of Kenosha Police Department. Welcome Officer Bell!

**b. Discussion/action on Proclamation Recognizing Bayside**

**Communication Center Telecommunicator Jordan Trevisan for Life Saving Efforts.**

On July 27, 2022, Bayside Communication Center Telecommunicator Jordan Trevisan answered a call of a 2-year-old who was not breathing and did not have a pulse after a near-drowning experience. Due to Jordan's immediate action and recognizing the severity of the medical emergency, the 2-year-old's life was saved. **Approval is recommended.**

**c. Discussion/action on August 2022 Communications Center Report.**

Included in the packet is the August 2022 Communications Center Report. Of significant note, the Center has been training and preparing the Emergency Medical Dispatching system that is set to go live on September 21, 2022. **Approval is recommended.**

**d. Discussion/action on August 2022 Police Department Report.**

Included in the packet is the August 2022 Police Department Report. Of significant note, Officer Cranny completed his field training and has been assigned to midnight shift. **Approval is recommended.**

**2. Public Works Committee**

**a. Discussion/action on August 2022 Department of Public Works Report.**

Included the packet is the August 2022 Department of Public Works Report. Of significant note, the Department focused on the stormwater/culvert project. There have been 16 culverts replaced and 4,750 feet of ditching completed. **Approval is recommended.**

**b. Discussion/action on Green Solutions Funding Agreement G980005P111: Bayside Village Hall Bioswale.**

The agreement outlines a green infrastructure project between the Village and Milwaukee Metropolitan Sewerage District to clean the ditch along the west side of the Village Hall property from the Public Works building to Fairy Chasm Road and construct a bioswale in the area. This item was previously budgets and will now be funded through a grant in the amount of \$98,637. **Approval is recommended.**

**c. Discussion/update on 2022 Capital Projects.**

**2022 Stormwater and Road Project:** The crew began marking and cutting driveway and cross culverts the week of July 11. Ditching and driveway culvert work began the week of July 18. The crew removed driveway approaches and built ramps for residents the week of July 25. The crew will continue to perform culvert replacements and ditching through the end of September. Milling and repaving is tentatively scheduled for the first week in October. As always, work is weather dependent.

**Sanitary Sewer Lining:** Cleaning and televising began the week of August 29. Lining work began the week of September 12. There are approximately 10,000 feet of main line and approximately 60 manholes.

**Tennyson Stormwater Management Infrastructure Project:** The bid opening was held and was approved by the Board of Trustees at the August 18 board meeting. Site preparation will begin

September 22 with road work starting around September 29. Work will continue through October and be completed by mid-November. As always, work is weather dependent.

**East Bayside Sanitary Sewer Relief System:** The Board of Trustees approved the design and construction services proposal at the June 23 Board of Trustees meeting. The scope of work includes extending the relief sewer to the intersection of Fairy Chasm Road and Tennyson drive to address persistent sewer capacity issues in the area.

**Brown Deer Road Sanitary Sewer Infrastructure Study:** The Board of Trustees approved the workplan at the June 23 Board of Trustees meeting. The workplan includes identifying sewer capacity restrictions and developing engineered solutions to address the restrictions in the 8-block area bound by Brown Deer Road, Krause Place, Iroquois Road, and Navajo Road. The scope of work includes creating a computer model of the sewers in the area.

**Public Right-of-way Tree Removal:** The Village has contracted Wallace Tree and Landscape, Inc. to remove an additional 108 trees within public right-of-way that have a yellow ribbon around them. Roughly half of the trees have been removed and the contractor is back in the Village to remove the second half.

**3. North Shore Health Department**

**4. North Shore Fire Department**

**a. Discussion/action on Resolution 22-\_\_\_, A Resolution Approving the 2023 North Shore Fire Department Fees for Service Schedule.**

Attached is an updated fee schedule approved by the North Shore Fire Department of Directors at its most recent meeting as part of the 2023 budget process. Annually, the North Shore Fire Department reviews and establishes fees for services provided. The fee schedule requires approval by the member communities in order to be enacted. **Approval is recommended.**

**b. Discussion/action on Resolution 22-\_\_\_, In the Matter of Authorizing an Exception to the Levy Limits for Charges for the North Shore Fire Department Pursuant to 2005 Wisconsin Act 484.**

Attached is a resolution authorizing an exception to the levy limit charges for the North Shore Fire Department pursuant to 2005 Wisconsin Act 484. In order for any community within the North Shore Fire Department service area to utilize the levy exemption, all member agency communities need to approve this same resolution. The Village Board, as well as all the member communities, have approved this same resolution for a number of years. This resolution does not financially bind the Village to utilize the levy exemption. The Village has utilized this exemption in the past and is anticipated to use the exemption again as part of the 2023 budget process. **Approval is recommended.**

**5. Finance and Administration Committee**

**a. Discussion/action on August 2022 Administrative Services Report.**

Included in the packet is the August 2022 Administrative Services Report. Of significant note, the Partisan Primary Election was held with a 45.15% voter turnout with 52 new registered voters. **Approval is recommended.**

**b. Resolution 22-\_\_\_, Resolution Authorizing the Partial Redemption of**

**Special Assessment B Bonds, Series 2013A Dated May 16, 2013 and  
Special Assessment B Bonds, Series 2015A Dated May 7, 2015.**

Attached is a resolution authorizing the partial redemption of special assessment B bonds, series 2013A dated May 16, 2013 and special assessment B bonds, series 2015A dated May 7, 2015. This resolution is in regard to the pre-payment by property owners for the municipal water projects in 2013 and 2015. The resolution requires the Village Board to approve this in order for the bond holders to be repaid based on monies that have been received from property owners for the pre-payments. Currently, this resolution authorizes the pre-pay for a total of \$10,000 of the 2013A bonds as well as \$40,000 for the 2015A bonds. **Approval is recommended.**

**c. Discussion/action on Information Technology Services Agreement with Village of Brown Deer.**

The attached agreement outlines the Information Technology services the Bayside IT Department will provide to the Village of Brown Deer for a 3-year contract. The agreement outlines 1,040 hours of work annually with additional payment for any amount of hours over 1,040 hours. **Approval is recommended.**

**d. Discussion/action on Information Technology Services Agreement with Village of Shorewood.**

The attached agreement outline the full-time Information Technology service provided by the Bayside IT Department to the Village of Shorewood for a 3-year contract with a 2-year renewal beginning January 1, 2023. **Approval is recommended.**

**6. Board of Zoning Appeals**

- a. Discussion/action on the request for a special exception by Katie and Derreck Rose for a fence at the property located at 824 E Hermitage Rd, contrary to Section 104-125(c).**
- b. Discussion/action on the request for a special exception by Colin and Jenny White for a fence at the property located at 1400 E Bay Point Rd, contrary to Section 104-125(j).**
- c. Discussion/action on the request for a special exception by Kathleen and Thomas Roozen for a fence at the property located at 9126 N Meadowlark Ln, contrary to Section 104-125(k).**

The Board of Zoning Appeals will consider the request for a special exception on Thursday, September 22, 2022, at 5:00pm and forward a recommendation to the Board of Trustees.

**7. Architectural Review Committee**

**8. Plan Commission**

**9. Library Board**

- a. Discussion/action on July and August 2022 North Shore Library Report.**



Included in the packet is the July and August 2022 North Shore Library Report. Of significant note, usage numbers are continually increasing toward pre-pandemic numbers. **Approval is recommended.**

**VI. VILLAGE PRESIDENT'S REPORT**

**VII. VILLAGE MANAGER'S REPORT**

**VIII. VILLAGE ATTORNEY'S REPORT**

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

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