VILLAGE OF GREENDALE
REGULAR BOARD MEETING
February 4, 2014

President Hermes called the Village Board meeting to order at 7:00 p.m. in the Board Room of Village Hall.

ROLL CALL

Present: Birmingham, Turay, Barbian, Chadwick, Genz, Hermes
Absent: Sikorski,
Also Present: Todd Michaels, Village Manager
Sarah Jankowski, Assistant to the Village Manager
Kathryn Kasza, Clerk-Treasurer
Scott Satula, Director of Inspection Services
Timothy Saidler, Fire Chief
Robert McFaul, Public Works Director
Susan Shepeard, Public Health Administrator
Visitors

MINUTES

Trustee Birmingham moved, seconded by Trustee Turay, that the reading of the minutes from the Regular Board Meeting held on January 21, 2014 be suspended since all Board members received copies of same prior to tonight's meeting and that these minutes be approved as presented.

Ayes: Birmingham, Turay, Barbian, Chadwick, Genz, Hermes
Nays: None
Motion to Approve: Carried

NEW COMMUNICATIONS

#14-05 Hans Weissgerber III, ABC Eastbrook. Special Use and Building Application for the Scout Lake Pavilion Located at 5902 W Loomis Road, Village of Greendale, Zoned in the Agricultural District Zoning Classification.

Manager Michaels presented the request for a special use and building application for the Scout Lake Pavilion by Hans Weissgerber III of ABC Eastbrook and asked that it be referred to the Plan Commission and the Planning Consultant for their recommendations.

Trustee Chadwick moved, seconded by Trustee Turay, to refer the Special Use and Building Application for the Scout Lake Pavilion Located at 5902 W Loomis Road, Village of Greendale to the Plan Commission and Planning Consultant for further review and recommendations.

Ayes: Birmingham, Turay, Barbian, Chadwick, Genz, Hermes
Nays: None
Motion to Refer: Carried

#14-06 Mark McClain and John Schaller, House of Harley-Davidson. Special Use/Temporary Use Request by Mark McClain/John Schaller for an Outdoor Motorcycle Safety Training Class Use for the House of Harley-Davidson in the Northeast Parking Lot of Southridge Mall (5300 S. 76th Street) Located in the B-3 (S.U.) General Business District.

Manager Michaels presented the request for this annual training session that has been going on for the last few years and stated there are very few complaints, if any. He asked that it be referred to the Plan Commission and the Planning Consultant for review and recommendation.

Trustee Birmingham moved, seconded by Trustee Turay, to refer the Special Use/Temporary Use Request by Mark McClain/John Schaller for an Outdoor Motorcycle Safety Training Class Use for the House of Harley Davidson in the Northeast Parking Lot of Southridge Mall (5300 S 76th Street), to the Plan Commission and Planning Consultant for further review and recommendations.

Trustee Chadwick asked that since there have not been any complaints, could Plan Commission be bypassed and have staff make recommendations. Manager Michaels stated that the Plan Commission needs to make a recommendation to that effect.

Ayes: Birmingham, Turay, Barbian, Chadwick, Genz, Hermes
Nays: None
Motion to Refer: Carried

CITIZENS' COMMENTS

NONE

STANDING COMMITTEE REPORTS

A. Finance Committee January 27, 2014 Meeting

The Finance Committee meeting regularly scheduled for January 27, 2014 was cancelled. The Board will suspend the rules and consider approving the business items as part of the January 21, 2014 regularly scheduled Board meeting agenda.

i. Consider approving an agreement with an Architectural firm to conduct a Space Needs Analysis of the Fire Station (FC 14-04)

Fire Chief Saidler presented the need for updating the current Fire Station which is 47 years old and has been characterized as functionally obsolete but capable of being updated. Saidler stated that Manager Michaels included $50,000 in the 2014 Budget to conduct a Space Needs analysis of the Fire Station and after Board approval of the Budget sent out a Request for Proposals on December 4, 2013, which were due on January 17, 2014. A facility tour of the Fire Station was conducted on December 20, 2013 for any interested bidders. Eight firms submitted proposals and the Village Manager, Director of Inspection Services and the Fire Chief reviewed them and chose Bray Architects to provide a space needs analysis.

Trustee Birmingham moved, seconded by Trustee Barbian, to approve executing an agreement with Bray Architects to conduct a Space Needs Analysis for the Village of Greendale's Fire Station, for a total amount not to exceed $20,000 with funds to be charged to Capital Improvement Fund – Buildings Account.

Trustee Turay asked if there was a justification for not picking the less expensive bids. Manager Michaels stated that because this is a professional services contract it can be based on experience and quality not just bid price. Trustee Chadwick asked if the Fire Chief has looked at Oak Creek or St Francis stations yet. Chief Saidler said they are building new stations and are much further along than we are, however he has talked to the Fire Chiefs of both communities and they highly recommend this firm. Trustee Genz wanted to know the criteria used to pick Bray Architects. Chief Saidler stated that some of the other firms did not have as much experience in the needs analysis of Fire Stations. Genz also asked if the needs analysis was necessary for a remodel. Director Satula stated that the needs analysis would save money in the actual building design and avoid the building being overbuilt or under built. Manager Michaels stated that this analysis will tell the current needs of the building and if it will fit into a remodel or a new building. Trustee Birmingham wanted to know if buildings are still designed without this analysis. Satula said yes, but this is a unique facility with specialized needs to be considered by an experienced architectural firm. Birmingham expressed his appreciation for the work done by the staff to analyze the proposals.

Ayes Birmingham, Turay, Barbian, Chadwick, Hermes
Nays: Genz
Motion to Approve: Carried

ii. Consider approving the purchase of Tactical Body Armor (FC 14-05)

Manager Michaels presented the request for the purchase of tactical body armor which is higher grade than the armor worn daily by officers used mostly for SWAT teams for specialized training to be used to resolve high risk incidents. Michaels stated that the existing armor is severely outdated and the new specialty body armor is expected to stop all different types of bullets. It was included in the in 2014 Budget for the amount of $16,700.

Trustee Birmingham moved, seconded by Trustee Turay, to approve the purchase of nine (9) pieces of tactical body armor with the necessary accessories. The funding for this project will come from the Police Department 2013 Equipment Replacement Fund budgeted amount of $16,700.

Trustee Chadwick asked if nine pieces was all the department needed. Manager Michaels mentioned it was for the SWAT team and assumed there are nine members. Trustee Birmingham mentioned that our insurance company, CVMIC, found our outdated equipment to be a factor in the Village's insurance rates. Trustee Turay and Trustee Barbian commended the Police Chief for his diligence in saving the Village money. The original amount budgeted for this equipment was $30,000 but through grant funding opportunities, competitive shopping and using the bidding process this equipment will be purchased at a substantially lower price.

Ayes: Birmingham, Turay, Barbian, Chadwick, Genz, Hermes
Nays: None
Motion to Approve: Carried

iii. Consider approving applications for Beverage Operator Licenses (FC 14-06)

Clerk-Treasurer Kasza presented the Beverage Operator License application for Mary Serrano at Buca de Beppo to be approved.

Trustee Birmingham moved, seconded by Trustee Barbian, to approve the Beverage Operator License to Mary Serrano at Buca de Beppo.

Ayes: Birmingham, Turay, Barbian, Chadwick, Sikorski, Genz, Hermes
Nays: None
Motion to Approve: Carried

iv. Finance Committee Internal Audit Review of Bills Presented for Payment.

Trustee Birmingham and Trustee Barbian presented their reports.

v. Approval of Accounts Payable Checks for Payment.

Trustee Birmingham moved, seconded by Trustee Barbian to approve Accounts Payable Checks Numbers 95564 to 96044 in the amount of $1,734,378.63; ACH Payments in the amount of $653,841.01; and P-Card Purchases in the amount of $172,889.88; for a total of $2,561,109.52.

Ayes: Birmingham, Turay, Barbian, Chadwick, Genz, Hermes
Nays: None
Motion to Approve: Carried

v. Status of Accounts

Clerk-Treasurer Kasza stated that she provided unaudited preliminary 2013 figures, but there still need to be some audit adjustments before final unaudited figures can be presented. Trustee Turay mentioned DPW allocations and Kasza stated some adjustments will be made by staff, primarily due to the new online timecard reporting.

OLD BUSINESS

A) Board and Committee Appointments and Resignations

NONE

NEW BUSINESS

A) BOT 14-03 Review and Consider approving a Special Community Event Permit—Public Celebrations Committee—"I Left My Heart on Broad Street"

Manager Michaels stated that this is a Special Community Event, held every year in February and run by the Public Celebrations Committee (PCC). This year's event will run from 10:00 AM – 4:00 PM on Saturday, February 8th and the PCC is not requesting to close Broad Street.

Trustee Turay moved, seconded by Trustee Barbian, to approve the Special Community Event Permit for Public Celebrations and the Chamber of Commerce for the "I Left My Heart on Broad Street" Event on Saturday, February 8th as presented.

President Hermes wished the Public Celebrations Committee the best of luck with this event.

Ayes: Birmingham, Turay, Barbian, Chadwick, Genz, Hermes
Nays: None
Motion to Approve: Carried

B) BOT 14-04 Review and consider approving a Letter of Understanding identifying the roles and responsibilities of the Village of Greendale and the Greendale Historical Society as they relate to the renovation and re-purchasing of the Grounds Building and Hose Tower and Change Order No. 1 for the Contract for Renovation of the Hose Tower building.

Manager Michaels stated that there are two recommendations tonight; one the Letter of Understanding between the Village and the Historical Society as they relate to the renovation and purchasing of the Grounds Building and Hose Tower; and the other for the Change Order No. 1 for the Contract for Renovation of the Hose Tower building.

Trustee Birmingham moved, seconded by Trustee Barbian, to approve the Letter of Understanding identifying the roles and responsibilities of the Village of Greendale and the Greendale Historical Society as they relate to the renovation and re-purchasing of the Grounds Building and Hose Tower and Change Order No. 1 for the Contract for Renovation of the Hose Tower building.

Trustee Chadwick said she appreciates everything the Board and the Historical Society are doing to preserve the Hose Tower. Trustee Turay stated that as he understood, this did not include the work for the exterior component previously requested. Manager Michaels stated that is correct.

Ayes: Birmingham, Turay, Barbian, Chadwick, Genz, Hermes
Nays: None
Motion to Approve: Carried

C) BOT 14-05 Review and Consider approving a Special Community Event Permit—Milwaukee County Historical Society—2014 Trimborn Farms Community Events—8881 W. Grange Avenue:

- **World War II Encampment**

- **32nd Anniversary Harvest of Arts & Crafts**
- **10th Annual Civil War Encampment**

Manager Michaels stated that these are the same Special Community Events, held every year, at Trimborn Farms by the Milwaukee County Historical Society. The only difference is that they are lowering the admission fees. All events will take place during their open season from May 15, 2014 to October 15, 2014.

Trustee Birmingham moved, seconded by Trustee Turay, to approve a Special Community Events Permit for the Milwaukee County Historical Society for the 2014 Trimborn Farms Community Events at 8881 W. Grange Avenue. The events include the following: 1) World War II Encampment, Saturday and Sunday June 7th and 8th; 2) Harvest Festival, Saturday and Sunday September 6th and 7th; 3) 11th Annual Civil War Encampment, Saturday October 4th.

Trustee Turay mentioned that his former house backed up to Trimborn Farms and they did a very good job of keeping down the noise level, and cleaning up. He stated they are very well run events. Trustee Barbian said these are great events that draw people from all over to Greendale. Trustee Genz wanted to remind everyone that this is a chance to see history come alive and that it is a very useful educational tool.

Ayes: Birmingham, Turay, Barbian, Chadwick, Genz, Hermes
Nays: None
Motion to Approve: Carried

OFFICERS REPORTS

A. Village Manager's Report: Manager Michaels had three items to mention; 1) the League of Women Voters is sponsoring a candidate forum on Tuesday, February 11th at 6:30pm at the Safety Center. The seven candidates for Trustee are all invited to participate. There are two Trustee seats open for a three year term. The spring primary election is February 18th; 2) The "*I Left My Heart on Broad Street"* Event is this Saturday; and 3) he provided the Board with a copy of the monthly report from Kaempfer and Associates, Inc on the status of the Water Supply System Improvements.

B. Village President's Report: None

CITIZENS' COMMENTS

Ted Mainella, president of the Greendale Historical Society, gave an update on the progress of the Hose Tower. He thanked the Board for approving the Letter of Understanding. He also stated that the heat, water and lights are completed, public rest rooms are nearing completion, and with the help of volunteers they have finished painting the rest rooms. They have received a donation of $25,000 from Layton State Bank and he thanked Trustee Birmingham for being instrumental in getting this donation.

CLOSED SESSION

President Hermes stated that the closed session will be waived tonight at the request of the Village Manager.

ADJOURNMENT

Motion by Trustee Turay, seconded by Trustee Birmingham, to adjourn.

Ayes: Birmingham, Turay, Barbian, Chadwick, Genz, Hermes
Nays: None
Motion to Adjourn: Carried

The Board adjourned at 7:42 p.m.

Respectfully submitted,

Joan L Siefert, CMC, WCMC
Deputy Clerk