

**VILLAGE BOARD MINUTES**  
**MONDAY, MAY 13, 2019**  
**7:00 PM**  
**BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Call to Order

Roll Call

Pledge of Allegiance – Trustee Conner

Present: Trustees Anson, Dorau, Meyers, Wallschlager, Ludtke, Conner, President Pfannerstill

Others Present: Finance Director Bailey, Clerk Igl, Police Chief Misko, Fire Chief Dean, Operations Supervisor Gerszewski, Utility Operations Supervisor Felkner, Rec Director Yogerst, Police Captain Kelsey, Ryan Amtmann, Maureen Schneider, Joel Pfeiffer, Dick Landwehr, Library Director Gest.

Public Comments: (Please be advised the Village Board will receive information from the public for a three minute time period per person, with time extensions per the Village President's discretion. Be it further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.) Dick Landwehr thanked the Village Board for renaming Village Hall in his honor.

1. Presentation by Kelli Yogerst related to overview of Recreation Department operations.

Rec Director Yogerst provided an overview of the department including a review of locations utilized for programming. She stated that three guides are produced each year and mailed to approximately 6,000 households. Trustee Meyers asked whether fees for programs cover the entire cost. It was stated that the rec department is subsidized by about \$40,000 in tax dollars. Trustee Meyers asked whether advertising in the guide could cover the additional costs but Trustee Dorau stated that in her experience she felt advertising couldn't cover those costs.

2. Motion (Anson/Meyers) to approve Village Board minutes of April 22, 2019. Carried (7-0).
3. Motion (Meyers/Wallschlager) to approve vouchers for payment in the amount of \$700,418.26. Carried (7-0).
4. Consideration of actions related to Licenses and Permits.
  - a. Motion (Anson/Meyers) to approve applications for Operator's (Bartender) Licensees with a term ending June 30, 2020. Carried (7-0).
  - b. Motion (Meyers/Dorau) to approve an application for a street use permit for Tabi's Lake Country grand opening celebration to include extension of the premises approved for alcohol service/consumption to include the parking lot behind Hometown Pharmacy. Carried (7-0).
  - c. Motion (Anson/Meyers) to approve an application for a restricted species permit for Matt and Jenny Lindee, 735 Penbrook Way. Carried (7-0).

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5. Presentation, review and consideration of the 30<sup>th</sup> Anniversary of the American-Soviet Clay Stomp event on Saturday, June 15, 2019.

Resident Joel Pfeiffer stated that the event is for adults and children. Three tons of clay on two tarps will be stomped to create pieces that will be donated to the Village. There will be a band playing for the event and there is the potential for fundraising for providing lunch items. Trustee Ludtke asked whether there would be staffing for the event. Mr. Pfeiffer stated that there will be support staff present. It was stated that the Park & Rec Board approved the event.

6. Presentation, discussion and consideration of storm water quality master plan summary.

Ryan Amtmann and Maureen Schneider of Ruckert-Mielke provided an overview of the Village's Storm Water Quality Master Plan which was updated in 2017. The complete plan is available on the Village's website. It was stated that this report is intended to comply with aspects of the MS4 permit including the Total Maximum Daily Load requirements. It was stated that the Village has been awarded a \$150,000 grant for the Progress/Industrial Drive bioretention project planned for 2020.

Another key project is the Nixon Park pond dredging and it was stated that this project has the potential to be a cost effective option for the Village to show progress towards water quality goals. It was stated that several permits will be required including one for a small dam. The pond has been dredged about every 10 years consistently reducing the amount of sediment. It was recommended that the pond be dredged more often, perhaps every 3 years. It was stated that an area for the sediment that is removed from the dredging was designed and is located along the south edge of Nixon Park near the railway. It was stated that the dredging work will take place later this summer into fall.

The process for the dredging will likely be dewatering the pond and using a bulldozer to scoop out the material. It was stated that it is likely that a number of contractors will bid on the project. It was stated that the updated budget total for the project is approximately \$32,500 less than the previous estimate.

7. Discussion and consideration of a motion to authorize possible action on necessary Wisconsin Department of Natural Resources (WDNR) permitting for the Nixon Park Dredging Project.
  - a. WDNR permitting required for Small Dam
  - b. WDNR permitting required for Nixon Park storm Water Pond application to show progress towards MS4/TMDL requirements.
  - c. WDNR permitting for Nixon Park Pond Dredging Permit
8. Discussion and consideration of a motion to authorize possible action on reallocation of budget dollars for Nixon Park Pond construction and engineering costs.

Motion (Meyers/Wallschlager) to authorize possible action on necessary Wisconsin Department of Natural Resources (WDNR) permitting for the Nixon Park Dredging Project and to reallocate the budget dollars for Nixon Park Pond construction and engineering costs. Carried (7-0).

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9. Discussion and consideration of a motion to approve an agreement with Visu-Sewer, Inc. of Pewaukee for the 2019 Sanitary Sewer Cleaning and Televising in the estimated amount of \$38,156.

Utility Operations Supervisor Felkner stated that one third of the system is cleaned each year with a process that takes about six weeks. He stated that televising will also be done for streets that are scheduled to be paved in the next two years. Staff recommended contracting with Visu-Sewer based on pricing with the work to start as early as September. Motion (Anson/Dorau) to approve an agreement with Visu-Sewer, Inc. of Pewaukee for the 2019 Sanitary Sewer Cleaning and Televising in the estimated amount of \$38,156. Carried (7-0).

10. Discussion and consideration of a motion to adopt modifications to the Employee Handbook.

Finance Director Bailey stated that the two changes recommended were a result of a recent discussion with Library Director Gest. The first update changes language to clarify that the handbook applied to library employees except for policies that the Library Board may have adopted that are unique to the library. For example, holidays listed in the handbook will be different for library employees based on the library holiday calendar.

The second update requested is changing language related to overtime to state that overtime will be based on any hours over 40 per week except for the Fire Department which is on a 28 work period with their paramedics and staff. This change would be updating the entire handbook to the 40 hour work week throughout.

Motion (Conner/Wallschlager) to adopt the modifications to the Employee Handbook as requested. Carried (7-0).

11. Discussion and consideration of a motion to appoint Ryan Bailey as Interim Administrator.

Motion (Meyers/Anson) to appoint Ryan Bailey as the Interim Administrator. Carried (7-0). President Pfannerstill stated that this creates an authority for the day to day operations of the Village.

12. Motion (Dorau/Ludtke) to set next regular Village Board meeting for Tuesday, May 28 beginning at 7:00 p.m. Carried (7-0).

13. Consideration of Board, Commission and Committee appointments as presented by Village President Pfannerstill.

President Pfannerstill made appointments as follows:

**Library Board** - Jeff Pfannerstill as Village Board representative

**Del-Hart Commission** – Jeff Anson, Rick Conner, Donna Dorau, Mike Meyers

**Joint Architectural Board/Plan Commission** – Ann Wallschlager (Village Board representative) and Jeff Bierman (citizen appointment)

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**Board of Review** – Jeff Pfannerstill, Mike Meyers (Village Board appointment) and Robyn Ludtke (citizen appointment)

Motion (Meyers/Dorau) to confirm the appointments as made by President Pfannerstill. Carried (7-0).

14. Announcements: The following individuals will be given an opportunity to make announcements at the meeting in regards to (1) activities taken since the previous meeting on behalf of the community, (2) future municipal activities, and (3) communications received from citizens. It is not contemplated that these matters will be discussed or acted upon. The following individuals may provide announcements: Village President or individual Village Board members or Village Administrator or other Village Staff members.

Chief Dean announced that the department will be participating in the annual Jump for Archie which raises awareness of the opioid overdose crisis and the Walk for Williams at North Shore Middle School which benefits Williams Syndrome.

Chief Misko stated that the department had participated in the law enforcement memorial recently in Summit. He stated that mutual aid requests have been received related to the Democratic National Convention in Milwaukee in July 2020. Chief Misko stated that he plans to provide additional information related to the proposed purchase of an armored rescue vehicle and it's integral use at the July 8 Village Board meeting.

Utility Operations Supervisor Felkner stated that work had been completed on the Nixon Park ball diamond however someone vandalized the field with a vehicle. Repairs will be provided by DPW.

15. Motion (Meyers/Dorau) to recess to closed session pursuant to State Statutes §19.85 (1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, to consider stipend or bonus payments to Public Works management staff and to reconvene into open session pursuant to §19.85(2) for the purpose of considering any action as may be necessary and appropriate. Roll Call Vote taken. All ayes. Recessed to closed session at 8:11 p.m.

16. Reconvene in open session.

Reconvened in open session at 9:00 p.m.

17. Consider and take any action deemed appropriate pursuant to the previously held closed session.

Motion (Pfannerstill/Dorau) to give a \$7,000 bonus to Mike Gerszewski and a \$7,000 Bonus to David Felkner, a stipend of \$269.23 every paycheck (every two weeks) for Gerszewski and Felkner and a stipend of \$500 every paycheck (every two weeks) for Bailey as Interim Administrator. Carried (7-0).

18. Adjournment.

Motion (Meyers/Wallschlager) to adjourn at 9:03 p.m.

Respectfully submitted,

Darlene Igl  
Village Clerk