

**BROWN DEER VILLAGE BOARD  
AUGUST 7, 2006 MEETING MINUTES  
HELD AT THE BROWN DEER VILLAGE HALL  
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by President Jaberg at 7:00 P.M.

**I. Roll Call**

Present: Village President Jaberg; Trustees: Baker, Boschert, Krueger, Oates, Springman, Schilz

Also Present: Russell Van Gompel, Village Manager; Jesse Thyes, Assistant Village Manager/Community Services Director; Chad Hoier, Park and Recreation Director; Kelli Groholski, Park and Recreation Supervisor; John Fuchs and Rebecca Boyle, Village Attorneys; Kathy Kasza, Treasurer/Comptroller; Chief Steven Rinzel and Lieutenant Robert Halverson, Brown Deer Police Department

**II. Pledge of Allegiance**

**III. Persons Desiring to be Heard**

**A) Presentation of Awards to Lifeguards**

Police Chief Rinzel introduced the lifeguards, Alex Matuzek, Mike Ebel and Adam Hill, who participated in a July 1, 2006 rescue and presented them with awards.

Mike Ebel spoke on behalf of the Pond Staff and expressed his appreciation for a job well done and discussed the actions of all the pond staff members during the situation.

Mr. Hoier thanked the pond staff and discussed the procedures that were followed and noted that Adam Hill will receive his award in a separate ceremony.

President Jaberg thanked the pond staff for their hard work.

**IV. Consideration of Minutes: June 28, 2006 – Joint Meeting with the CDA  
July 17, 2006 – Regular Meeting**

*It was moved by Trustee Schilz and seconded by Trustee Springman to approve the minutes of the June 28, 2006 joint meeting with the Community Development Authority. The motion carried unanimously.*

*It was moved by Trustee Krueger and seconded by Trustee Springman to approve the minutes of the July 17, 2006 regular meeting. The motion carried unanimously.*

**V. Public Hearing**

**A) 2007 Community Development Block Grant Funds – Proposed 2007 Village of Brown Deer Projects**

The public hearing was opened at 7:10 p.m.

Mr. Thyes provided a summary of the two proposed applications for ongoing funding of the senior citizens center and for the handicap accessibility updates for the Village Hall restroom facilities.

No public comment was received.

The public hearing was closed at 7:14 p.m.

**VI. Unfinished Business**

None.

**VII. New Business****A) Update on Emergency Preparedness/NIMS/ICS**

Chief Rinzel discussed the importance of emergency preparedness.

Mr. Van Gompel discussed the online classes that need to be completed in order to be eligible for Department of Homeland Security grant funding.

Lieutenant Halverson summarized the NIMS compliance requirements.

Trustee Oates asked if the online classes were available to the general public. Chief Rinzel stated that even though the classes are available, the program does not have refresher courses. Lieutenant Halverson added that some courses are only accessible to emergency response staff.

**B) Resolution No. 06-, “In the matter of Authorizing an Exception to the Levy Limits for Charges for the North Shore Fire Department Pursuant to 2005 Act 484”**

Mr. Van Gompel introduced the matter and discussed the requirements of Act 484. President Jaberg summarized Glendale’s position in the matter and stated that the North Shore Fire Department has begun work on their 2007 budget.

Trustee Schilz inquired about the budget goals for the fire department. President Jaberg discussed the three scenarios under which the fire department is creating their budget.

Trustee Springman asked if the exception is permanent. Mr. Van Gompel stated that the tax levy cap is scheduled to expire and thus the exception would no longer be required.

Trustee Schilz asked if the resolution would also end. Mr. Van Gompel further clarified the ending of the levy cap and Act 484.

A discussion ensued pertaining to the procedures to exceed the tax levy cap.

Trustee Oates inquired about the consequences of not passing the resolution. Mr. Van Gompel discussed the impacts to all of the North Shore communities and the allocation formula.

*It was moved by Trustee Krueger and seconded by Trustee Boschert to approve Resolution No. 06-, “In the matter of Authorizing an Exception to the Levy Limits for Charges for the North Shore Fire Department Pursuant to 2005 Act 484”. The motion carried unanimously.*

**C) Resolution No. 06-, “A Resolution Accepting the Continuing Participation of the City of Glendale as a Party to the Amended and Restated North Shore Fire Department Agreement”**

Mr. Van Gompel reviewed the matter for the Board and added that all of the North Shore communities need to pass the resolution for it to take effect.

President Jaberg discussed the terms of the North Shore Fire Department’s agreement and Glendale’s consensus to rescind their withdrawal resolution.

A discussion ensued regarding the withdrawal procedure and the budgeting actions that were taken to aid other communities proportionally.

Trustee Oates asked about the original reason for withdrawal. Mr. Van Gompel speculated that the future cost concerns were the reason, however, no formal answer was ever provided by Glendale.

Trustee Schilz asked if Glendale would be brought back in as a full member. Mr. Van Gompel stated that Glendale would again be a full member unless the Fire Department's agreement was to be amended.

*It was moved by Trustee Krueger and seconded by Trustee Boschert to approve Resolution No. 06-, "A Resolution Accepting the Continuing Participation of the City of Glendale as a Party to the Amended and Restated North Shore Fire Department Agreement" The motion carried unanimously.*

#### **D) 2007 Community Development Block Grant Funds – Proposed 2007 Village of Brown Deer Projects**

President Jaberg asked who would oversee the remodeling. Mr. Thyges replied that Bob Premo, along with other staff, would oversee the project.

Trustee Oates asked if there are any Village funds being used. Mr. Thyges stated that the project is intended to be funded through block grants.

Trustee Schilz asked about the funding that was received for 2006. Mr. Thyges provided an update on the status of the bike path project.

President Jaberg asked if funds may be redirected. Mr. Van Gompel stated that it is an option and clarified the reallocation procedure.

Trustee Springman asked what is paid to rent the Algonquin school facilities. Mr. Thyges indicated that exact rent is not a separate line item on the application.

President Jaberg asked if there has been a commitment from the school district to continue using Algonquin. Mr. Van Gompel indicated that a verbal commitment was received.

*It was moved by Trustee Boschert and seconded by Trustee Schilz to approve the submittal of the applications for 2007 Community Development Block Grant Funds subject to the construction project being reviewed prior to beginning. The motion carried unanimously.*

#### **VIII. Departmental Report – Administrative Services Department**

Kathy Kasza, Village Treasurer/Comptroller, gave a presentation on the department's activities. Ms. Kasza discussed the new part-time accountant position, the assessment services request for proposal, the updates to the Village's fiscal policies, online bill processing, and working with the Water Utility to integrate their accounting software with that of the Village.

Trustee Oates asked about the service costs for online tax paying capabilities. Ms. Kasza stated that state statutes require that individuals be charged instead of a general village-wide charge to cover the costs.

Trustee Krueger asked about the potential for remote deposits. Ms. Kasza voiced concerns about an influx of NSF checks, which leaves the village to pay the fees.

#### **IX. Village President's Report**

President Jaberg reported on the following:

Serving as the co-chair of the United Way's Combined Giving Program

**X. Village Manager's Report**

Mr. Van Gompel reported on the following:

Scheduling of the budget workshop dates  
Conditional offer of employment extended for a part-time Electrical/Building Inspector  
Update on the CGI Communications video link program

Trustee Springman inquired about the change orders and local costs associated with the 60th Street project. Mr. Van Gompel discussed the water utility valve relocations, the project schedule, and reviewed the citations that have been issued to motorists traveling on the road while it has been closed.

Trustee Springman also asked for an update on Bradley's Jazz Club. Mr. Van Gompel stated that village staff is still waiting for finalized construction plans.

Trustee Schilz provided an update on the activities of the Granville/Brown Deer Chamber of Commerce.

**XI. Recess into Closed Session pursuant to §19.85(1)(c) Wisconsin Statutes for the following reasons:**

- (c) **Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.**

*It was moved by Trustee Springman and seconded by Trustee Baker to recess into closed session at 8:55 p.m. The motion carried unanimously.*

**XII. Reconvene into Open Session for Possible Action on Closed Session Deliberations**

*It was moved by Trustee Springman and seconded by Trustee Baker to reconvene into open session at 9:20 p.m. The motion carried unanimously.*

**XIII. New Business**

**A) Salary Plan for Non-Represented Employees**

*It was moved by Trustee Baker and seconded by Trustee Springman to approve the Salary Plan for Non-Represented Employees. The motion carried unanimously.*

**XIV. Adjournment**

*It was moved by Trustee Springman and seconded by Trustee Schilz to adjourn at 9:22p.m. The motion carried unanimously.*

---

Russell Van Gompel, Village Manager