

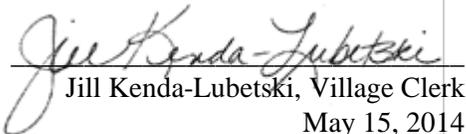
VILLAGE BOARD MEETING
Monday, May 19, 2014
Earl McGovern Board Room, 6:30 P.M.



PLEASE TAKE NOTICE that a meeting of the Brown Deer Village Board will be held at the Village Hall of the Village of Brown Deer, 4800 West Green Brook Drive, Brown Deer, Wisconsin at the above noted time and date, at which the following items of business will be discussed and possibly acted upon:

- I. Roll Call
- II. Pledge of Allegiance
- III. Persons Desiring to be Heard
- IV. Consideration of Minutes: May 5, 2014 – Regular Meeting
- V. New Business
 - A) Liquor License Application for Walgreens #12524, 6020 West Brown Deer Road
 - B) Resolution No. 14-, “In the Matter of Amending Alcohol Beverage Retail Licenses
 - C) Resolution No. 14-, “In the Matter of Waiving Assembly Requirements of Ordinance 9910 Currently Codified As Section 5084 of the Village Code
 - D) 2014 SAN Expansion & Hard Drive Replacement Project - [Finance & Public Works Committee](#)
 - E) 2014 ESC Server Replacement Project - [Finance & Public Works Committee](#)
 - F) 2014 Backup Exec Server Replacement Project - [Finance & Public Works Committee](#)
 - G) 2014 Duty Pistol Replacement - [Finance & Public Works Committee](#)
 - H) 2014 Squad Computer Replacement - [Finance & Public Works Committee](#)
 - I) West Dean Road Reconstruction Bid Results - [Finance & Public Works Committee](#)
 - J) DPW Patrol Truck Replacement 1-ton (2 yd) - [Finance & Public Works Committee](#)
 - K) Urban Forestry Grant Project for 2014 - [Finance & Public Works Committee](#)
 - L) NR216 Annual Report (for 2013) - [Finance & Public Works Committee](#)
 - M) Stormwater Education & Information Program – Sweet Water - [Finance & Public Works Committee](#)
 - N) March 2014 Financial Reports - [Finance & Public Works Committee](#)
 - O) Consideration of April 2014 Vouchers - [Finance & Public Works Committee](#)
- VI. Unfinished Business
 - A) Trustee Committee Assignments
 - B) Ordinance No. 14-, “An Ordinance Amending Section 2-502 of the Brown Deer Village Code Pertaining Building Board Composition”
- VII. Committee Reports

This is an opportunity for Board Members to Report on Respective Committees, Commissions, and Boards of which they serve as a member. Matters that require no action or approval.
- VIII. Committee Appointments
- IX. Village President’s Report
- X. Village Manager’s Report
- XI. Adjournment


Jill Kenda-Lubetski, Village Clerk
May 15, 2014

**BROWN DEER VILLAGE BOARD
MAY 5, 2014 MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by President Krueger at 6:32 P.M.

I. Roll Call

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

Also Present: Michael Hall, Village Manager; Matthew Janecke, Assistant Village Manager; John Fuchs, Village Attorney; Steven Rinzel, Chief of Police; Matthew Maederer, Director of Public Works; Susan Hudson, Treasurer/Comptroller; Dan Bishop, Operations Supervisor; Jill Kenda-Lubetski, Village Clerk; Brian Williams-Van Klooster, Library Director

II. Pledge of Allegiance

III. Persons Desiring to be Heard

A) Brown Deer Junior Woman's Club Representatives

Brown Deer Junior Woman's Club Representatives Carolyn Mitchell and Dorothy Protz, presented to the Village Board the projects that were awarded grant funding. In total, \$9,700 was awarded to the Village and the School District for various projects. Ms. Mitchel announced the Junior Woman's Club will have another Bunco Bash event next year because of how popular it was this year. President Krueger thanked the Club for everything they do for the community.

B) Presentation of Tree City USA Award to the Village of Brown Deer from the Wisconsin Department of Natural Resources

Kim Sebastian, Wisconsin Department of Natural Resources, presented the 17th consecutive Tree City USA Award to the Village Board. Four standards need to be met every year in order to receive the award: having a tree board, a tree care ordinance, a community forestry program with annual budget of at least \$2 per capita, and an Arbor Day observation event. By receiving the award for 17 years in a row really shows a dedication from the elected officials, residents, and staff for trees and natural resource conservation. Not only is the Village receiving the Tree City USA Award for the 17th year in a row, it is receiving the Growth Award for the 2nd year in a row. The Growth Award highlights innovative programs and projects, increased commitment resources for urban forestry, and provides an opportunity to share new ideas, and about only 20 Wisconsin municipalities receive the award.

C) GFOA Award Presentation

Ms. Hudson presented to the Village Board a certificate of achievement for excellence in financial reporting that was awarded to the Village. This is the 14th year the Village has received the award.

D) 4th of July Representative

President Krueger announced he is the representative and announced raffle tickets will be available soon.

**IV. Consideration of Minutes: April 17, 2014 - Joint CDA/Village Board Meeting
April 21, 2014 - Regular Meeting**

It was moved by President Krueger and seconded by Trustee Oates to approve the minutes from the April 17, 2014 - Joint CDA/Village Board Meeting and April 21, 2014 - Regular Meeting. The motion carried unanimously 5-0, with Trustees Baker and Springman abstaining.

V. New Business**A) Liquor License Amendment for Prime Time Sports Bar, 8777 North Deerwood Drive**

Mrs. Kenda-Lubetski reported the Village has received a request from Janet Kassens, owner and proprietor of Prime Time Sports Bar & Eatery, located in the Original Village at 8777 North Deerwood Drive. She is requesting the Premises Description of her current "Class B" Intoxicating Liquor and Intoxicating Beer License be amended to include an outdoor patio. Ms. Kassens would like to start serving alcohol and food on the outdoor patio as soon as possible. Additional landscaping has been added to encircle the patio and Ms. Kassens proposes a post and chain setup to cordon off the areas adjacent to the building that is now "hardscaped" with concrete brick pavers. Mrs. Kenda-Lubetski announced the Police Department has some concerns with the patio enclosure. Chief Rinzel commented that his department has reviewed the proposed changes, and him and his staff consider the patio to be similar to an outdoor beer garden. With that being said he recommends that a licensed bartender be on the patio at all times or have a door added to the north side of the building providing direct access to the patio area.

Attorney Fuchs opined the application for the change was submitted to the Village Clerk in-time to be included in the packet but that not enough time was given to conduct an effective review of the proposed change. He recommended this item be laid over until further review has been conducted.

Trustee Springman asked if a door is added to the north side of the building, then he would recommend the changing of the liquor license so liquor could be served on the patio area. Trustee Baker announced patio hours to serve alcohol have been restricted in other areas of the Village. A brief conversation ensued about having restrictive access to the patio area.

Trustee Baker inquired into the conversations that took place when the patio was being built and if the owners were included in the discussion. Mr. Maederer indicated that both the owners were included in the conversation. Attorney Fuchs added the owners can serve food and nonalcoholic beverages on the patio at this time.

It was moved by Trustee Schilz and seconded by Trustee Baker to table the Liquor License Amendment for Prime Time Sports Bar, 8777 North Deerwood Drive to give Staff more time for further review. The motion carried unanimously.

B) Ordinance No. 14-, "An Ordinance Amending Section 2-502 of the Brown Deer Village Code Pertaining to Building Board Composition"

Mr. Hall announced this ordinance stems from having difficulty finding a Trustee to serve on the Building Board with the departure of former Trustee Weddle-Henning. This ordinance proposes eliminating the requirement for a Village Trustee to serve on the Building Board and then include either a resident or someone from the professional community.

Trustee Baker asked about Trustee Weddle-Henning's requirements of being able to serve on the Building Board. Mr. Hall replied that she did not necessarily have any expertise allowing her to serve on the committee but that she had the general ability to review plans, which made her a good fit for the committee.

President Krueger asked the Board if they have all seen the committee responsibilities of the Board members. President Krueger mentioned Mr. Hall has solicited comments from all the Trustees and this is the result. Mr. Hall detailed the committee assignments, and it did not include a Trustee to serve on the Building Board. Attorney Fuchs clarified that if there is support for not having a Trustee serve on the Building Board then the ordinance shall be passed.

Trustee Springman announce that he was asked if he would like to serve on the Building Board. His response to the question was that he would regrettably serve if the meetings were held at 5:00 p.m. as opposed to 4:00 p.m. to accommodate his work schedule. Mr. Hall added meetings are held at 4:00 p.m. to accommodate the professionals who serve on the committee.

Trustee Schilz expressed his concern with not having a Trustee serve on the committee, because he feels a standard of quality needs to be maintained and a Trustee would help to maintain that standard. He knows there are professionals on the committee but would feel more comfortable if a Trustee was on the committee.

Ralph Morello, owner of Beloit Beverage announced that a Building Board meeting did not take place because a Trustee was not available to serve on the committee and delayed the closing of the purchase for the property. This is the last contingency to close on the sale of the property. Attorney Fuchs opined if the Board would like more time to consider the ordinance being considered that a Trustee can be temporarily appointed until a final decision has been made regarding the composition of the Building Board. President Krueger agreed to attend the Building Board meetings for the time being.

It was moved by Trustee Boschert and seconded by Trustee Baker to table Ordinance No. 14-, “An Ordinance Amending Section 2-502 of the Brown Deer Village Code Pertaining to Building Board Composition” to decide whether or not the committee can meet at 5:00 p.m. and see if a Trustee would like to serve and to temporarily appoint President Krueger to the Building Board. The motion carried unanimously.

C) Waiver of Fees for Eat & Greet on the Street

Mr. Janecke reviewed his memorandum and reported attached are applications for the Parade and Public Assembly, and Transient and Temporary Outdoor Entertainments for the “Eat & Greet on the Street” block party being held in the Original Village on June 7th. The event will be held on Deerwood Drive starting near the intersection of River Lane and continuing to just south of Larry’s Market. This is a Village sponsored event and is requesting the waiving of fees.

Trustee Schilz asked about parking for the event. Mr. Hall responded with all the available parking areas in the Village, and if more parking is needed, overflow parking will be available across Brown Deer Road in the business park. Trustee Oates asked how pedestrians be assisted in crossing Brown Deer Road. Chief Rinzel announced his department has concern with people crossing the road and will provide personnel if needed to help accommodate with crossing. Trustee Oates further asked if people outside of Brown Deer are invited. Mr. Hall responded the event is open to the public.

A brief discussion ensued regarding the details of the event.

It was moved by President Krueger and seconded by Trustee Schilz to approve the waiving of the Parade or Public Assembly, and Transient and Temporary Outdoor Entertainments fees for the “Eat & Greet on the Street” block party. The motion carried 4-2, with Trustees Oates and Springman voting in opposition.

D) Presentation by the Department of Public Works

Mr. Maederer made a presentation regarding the Department of Public Works. His presentation touched on the many services they provide, organizational makeup, how funding is provided, the unique situations they face, upcoming 2014 projects that will be taking place in the Village, and places where his department may see savings by providing additional services currently included in third party contracts. Trustee Boschert commented that Mr. Maederer’s presentation was done very well. He also asked that next year Mr. Maederer include in his report what he sees as future obstacles for the department.

President Krueger asked if his department includes the recycling attendants. Mr. Maederer responded that his departments are responsible for those individuals. Trustee Oates asked about the blinking red stop light on Bradley Road. Mr. Maederer responded he will contact the City of Milwaukee regarding the work on those lights.

VI. Unfinished Business

VII. Trustee Assignments/Committee Appointments

It was moved by President Krueger and seconded by Trustee Schilz to approve the attached list of citizen appointments to Village Committees, Commissions and Boards subject to the final decision for the Building Board Committee Composition. The motion carried unanimously.

VIII. Village President's Report

Village President Krueger reported on the following:
MMSD 30th Street Corridor Project
Sweetwater Conference
ICC discussion on County wide radio system

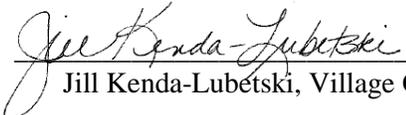
IX. Village Manager's Report

Village Manager reported on the following:
Senior Citizen of the Year presentation on Wednesday
Meeting with the DOT regarding the intersection of Highways 57 & 100 project

Mr. Hall announced that developer Doug Weiss is bring a proposal before the Plan Commission and Mr. Hall is asking the Community Development Authority consider the proposal as a second recommending body to discuss the economic impacts of having a Goodwill at the former Hearthside site. The Village Board was in agreement the Community Development Authority should review the proposal.

X. Adjournment

It was moved by Trustee Springman and seconded by Trustee Awe to adjourn at 7:58 p.m. The motion carried unanimously.



Jill Kenda-Lubetski, Village Clerk



REQUEST FOR CONSIDERATION

COMMITTEE: Village Board
ITEM DESCRIPTION: "Class A" Liquor and a Class "A" Beer License for Walgreen Co's, 6020 West Brown Deer Road
PREPARED BY: Jill Kenda-Lubetski, Village Clerk
REPORT DATE: May 9, 2014
MANAGER'S REVIEW/COMMENTS: <input type="checkbox"/> No additional comments to this report. <input type="checkbox"/> See additional comments attached.
RECOMMENDATION: To consider the Application for a "Class A" Liquor and Class "A" Beer License for Walgreen Co. d/b/a Walgreens #12524 located at 6020 West Brown Deer Road.
EXPLANATION: The Village has received an application for a "Class A" Liquor License and Class "A" Wine License for Walgreen Co. d/b/a Walgreens #12524 at 6020 West Brown Deer Road. Walgreen Co. has submitted a request to appoint Tammy Kachelmeier as the Agent. Ms. Kachelmeier needs to complete a Responsible Beverage Server's course and provide the Village with a copy of his completion certificate. This is a mandatory requirement for the State of Wisconsin criteria to be appointed an Agent. A background check of Ms. Kachelmeier was completed by the Police Department, with the recommendation that Ms. Kachelmeier be considered as Agent. Ms. Kachelmeier currently is the store manager at this location and has served in that capacity since September of 2013. The applicant has paid the Village \$615.00 for these licenses. There is a \$100.00 fee for the beer license, a \$500.00 fee for the liquor license, and a \$15.00 publication fee. The ad appeared in the Legal Section of the Now on May 8, 2014. As a reminder, Walgreens submitted the same type of request in 2010. I have attached a copy of the minutes from the Village Board meetings when this item was on the agenda for consideration on August 2, 2010, as well as when the public hearing was held on August 16, 2010 for your perusal. Pursuant to State Statutes and the Village Code, all changes that pertain to intoxicating liquor licenses, including agent appointments, must be presented for consideration and approved by the Village Board.

**BROWN DEER VILLAGE BOARD
AUGUST 2, 2010 MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by President Krueger at 6:33 P.M.

I. Roll Call

Present: Village President Krueger; Trustees: Baker, Boschert, Oates, Schilz, Springman, Weddle-Henning

Also Present: Russ Van Gompel, Village Manager; Jesse Thyges, Assistant Village Manager/Community Services Director; Chief Steven Rinzel, Brown Deer Police Department; Larry Neitzel, Superintendent of Public Works; Matt Janecke, Administrative Intern; John Fuchs, Village Attorney

II. Pledge of Allegiance

III. Persons Desiring to be Heard

None.

IV. Consideration of Minutes: July 19, 2010 – Regular Meeting

It was moved by Trustee Boschert and seconded by Trustee Springman to approve the minutes of the July 19, 2010 regular meeting. The motion carried unanimously.

V. Unfinished Business

None

VI. New Business

A) Liquor License Application for Walgreens #12524, 6020 West Brown Deer Road

Mr. Van Gompel reviewed the application and the recommendation from the Police Department.

Village President Krueger asked if there would be sales of hard alcohol. The representative from Walgreens indicated that only beer and wine are to be sold at this time. Attorney Fuchs noted that Walgreens has agreed to similar conditions in other communities.

Trustee Schilz asked if the zoning district allowed for liquor sales. Mr. Thyges noted that the Development Agreement does not preclude alcohol sales. Mr. Van Gompel reviewed the Code and noted that the zoning is compatible.

Trustee Weddle-Henning asked about the hours and how many other stores were selling alcohol. The Walgreens representative noted that liquor sales would be from 8:00 a.m. – 9:00 p.m. in accord with State Statutes and added that five local stores have begun liquor sales.

Trustee Springman asked why Pick 'N Save's liquor department was completely separate. Mr. Van Gompel noted that at the time it was established the separation was consistent with other grocery stores in the community.

Trustee Springman inquired about the area of the store in which the liquor would be displayed. The Walgreens representative indicated that it would be on the shelving and in the coolers nearest the photo department in order to allow for direct supervision.

Trustee Schilz opined that public feedback should be gathered on this application prior to Village Board action.

A brief discussion ensued regarding the scheduling of a public hearing to review the liquor license application and to amend the development agreement to govern the sales practices.

It was moved by Trustee Schilz and seconded by Trustee Boschert to table the matter and schedule a public hearing for August 16, 2010 to review the Liquor License Application and to amend the Development Agreement. The motion carried unanimously.

B) Liquor License Agent Change for Applebee's, 9080 North Green Bay Road

Mr. Van Gompel reviewed the application and the recommendation from the Police Department

A brief discussion ensued regarding the collection of fees for the work involved with processing the agent change applications.

It was moved by Trustee Schilz and seconded by Trustee Boschert to approve the Liquor License Agent Change for Applebee's, 9080 North Green Bay Road. The motion carried unanimously.

C) Liquor License Agent Change for Courtyard by Marriott, 5200 West Brown Deer Road

Mr. Van Gompel reviewed the application and the recommendation from the Police Department.

It was moved by Trustee Schilz and seconded by Trustee Boschert to approve the Liquor License Agent Change for Courtyard by Marriott, 5200 West Brown Deer Road. The motion carried unanimously.

D) Discuss Possible Consolidation of Dispatch Services

Mr. Van Gompel reviewed the recent informational survey that had been distributed and noted the general discussions among the North Shore Managers that have been ongoing regarding this topic.

There was a brief discussion to clarify the calls for service calculations and the scheduling of tours of the other dispatch centers.

Village President Krueger noted how well Bayside handled the temporary consolidation due to the recent flooding of the tri-com dispatch center.

Mr. Van Gompel noted that the survey responses will be further clarified and organized for the next meeting.

There was no action taken by the Board.

E) Joint Meeting with Brown Deer Board of Education – August 25, 2010

Mr. Van Gompel confirmed the rescheduling of the joint meeting for August 25, 2010 due to the recent rain events.

VII. Committee Appointments

It was moved by Village President Krueger and seconded by Trustee Boschert to re-appoint Dr. Carrie Weddle to the Board of Health. The motion carried unanimously.

**BROWN DEER VILLAGE BOARD
AUGUST 16, 2010 MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by President Krueger at 6:30 P.M.

I. Roll Call

Present: Village President Krueger, Trustees: Baker, Boschert, Oates, Springman, Weddle-Henning

Also Present: Russell Van Gompel, Village Manager; Jesse Thyges, Assistant Village Manager/Community Services Director; Bridget Souffrant, Treasurer/Comptroller; Nate Piotrowski, Planning/Zoning Specialist; Matt Janecke, Administrative Intern; John Fuchs, Village Attorney

Excused: Trustee Schilz

II. Pledge of Allegiance

III. Public Hearings:

2011 Community Development Block Grant Application

Village President Krueger opened the public hearing at 6:31 p.m.

Janet Cuzner, 8350 North 65th Street, asked about when the grant would be awarded and if a community center would be a possible project. Mr. Thyges indicated that the grants are formally awarded late in the year and that staff continues to research the possibility of a community center.

Village President Krueger closed the public hearing at 6:40 p.m.

Liquor License Application for Walgreens Store, 6020 West Brown Deer Road

Village President Krueger opened the public hearing at 6:41 p.m.

Mr. Van Gompel reviewed the application.

Village President Krueger noted a voicemail message that was received in opposition to the proposal.

Attorney Jenny Yuan, representing Walgreens, introduced the District Manager and the Store Manager along with giving a brief presentation about the proposed liquor license. Attorney Yuan discussed the stipulations that Walgreens is agreeable with: including the liquor sales would be limited to beer and wine, liquor displays would be less than 2% of total shelf space, there would be no sales of single serving containers, sales persons would be a minimum of 21-years old.

Cynthia Brown, 9047 North Silver Brook Lane, spoke in opposition due to the number of other liquor sales establishments already existing, and opined that with only 2% of dedicated shelf space Walgreens would not lose a lot of business if they were not able to sell alcohol.

Juanita Nash, 6300 West Plaza Circle, spoke in opposition of the proposal.

Ken Walls, 8671 North 60th Street, spoke in opposition over concerns of selling alcohol in the same store as prescription drugs are being sold.

Rosalie Uebelacker, 6195 West Plaza Circle, spoke in opposition of the proposal due to past experiences with the former grocery store that sold alcohol.

Percy Heidelberg, 9045 North Silver Brook Lane, spoke in opposition due to concerns with more roadside trash being generated.

Lynn Delahan, 8731 North 60th Street, also spoke in opposition due to concerns with more roadside trash being generated.

D'Ann Malloy, 8942 North Silver Brook Lane, also spoke in opposition due to concerns with more roadside trash being generated.

Don Uebelacker, 6195 West Plaza Circle, asked if the Police Department had raised any concerns in their review of the proposal. Mr. Van Gompel stated that no comments had been received however the applicant had met with the Police Department to discuss the license application.

A brief discussion ensued regarding concerns over preserving the neighborhood. Attorney Fuchs noted that the public hearing is intended to gather public comment on the matter and not to debate the merits of the application with the applicant.

Village President Krueger closed the public hearing at 7:00 p.m.

IV. Persons Desiring to be Heard

A) Representative from Brown Deer Women's Club

D'Ann Malloy discussed the Brown Deer Woman's Club charitable efforts and presented various donations.

Village President Krueger thanked the Woman's Club on behalf of the Village Board.

B) Suzanne Wade, Bronze Water Star Presentation

Ms. Wade reviewed the Water Star program and presented a plaque of recognition to the Village.

IV. Consideration of Minutes: August 2, 2010 – Regular Meeting

It was moved by Trustee Weddle-Henning and seconded by Trustee Springman to approve the minutes of the August 2, 2010 regular meeting with the revision. The motion carried unanimously.

V. Committee Reports

A) Building Board – Trustee Weddle-Henning

Trustee Weddle-Henning discussed the approval of the Häagen-Dazs/Coffee Beanery sign plans and the discussions regarding a garage re-siding along Brown Deer Road.

Trustee Weddle-Henning also provided an update on the status of the 8200 North Teutonia Avenue site.

B) Beautification Committee – Trustee Oates

Trustee Oates reported on the landscape award winners and the discussions about creating an online nomination form.

C) Park and Recreation Committee – Trustee Springman

Mr. Van Gompel provided a brief update regarding the bike trail project.

Trustee Baker inquired about the pricing. Mr. Thyes indicated that the two main issues that drove the higher pricing was mobilization fees and the current petroleum prices.

Trustee Springman inquired about the construction permits. Mr. Thyes noted that the Department of Transportation will re-issue the permits in 2011.

It was moved by Trustee Boschert and seconded by Trustee Oates to reject both of the bids that were received. The motion carried unanimously.

3) Consideration of Vouchers

It was moved by Trustee Boschert and seconded by Trustee Weddle-Henning to approve the payment of the vouchers and to ratify for payment the vouchers due on or before August 16, 2010. The motion carried unanimously.

On other matters from the Finance and Public Works Committee meeting, Trustee Boschert reviewed the discussions about credit card payment services. Ms. Souffrant further discussed the company and the services it could provide.

J) Personnel Committee – Trustee Baker

No report.

VI. Unfinished Business

A) 2011 Community Development Block Grant Application

Trustee Baker inquired about the 2010 grant that was received. Mr. Thyes indicated that approximately \$13,000 was received.

Trustee Oates asked if the funds went directly to the Senior Citizens Club. Ms. Souffrant indicated that the Village receives the grant in order to help cover the Park and Recreation Department's expenses.

It was moved by Trustee Boschert and seconded by Trustee Springman to approve the 2011 Community Development Block Grant application. The motion carried unanimously.

B) Liquor License Application for Walgreens Store, 6020 West Brown Deer Road

Attorney Fuchs noted the various development agreement stipulations that would accompany the liquor license, including: restriction to wine and beer sales only, secured display cases, liquor sales shall not constitute more than 7% of the store's revenue, the authorization shall be reviewed annually, and there is to be no sale of single-serving units.

It was moved by Trustee Weddle-Henning and seconded by Trustee Baker to deny the Liquor License Application for Walgreens Store, 6020 West Brown Deer Road. The motion carried 5-1 with President Krueger voting in opposition.

VII. New Business

A) 2011 Budget Work Sessions

ATTORNEYS AT LAW

JOHN F. FUCHS
COURT COMMISSIONER
REBECCA D. BOYLE
COURT COMMISSIONER

MEMORANDUM

TO: Village President, Village Board
FROM: John F. Fuchs
RE: Resolutions and Ordinance
DATE: May 15, 2014

In order to better facilitate the Eat and Greet on the Street, staff is recommending that we expand all of the alcohol beverage retail licenses. That solves any questions as to persons buying at one establishment, and then walking down the street to see the band or whatever. In addition, and it will be on your next agenda, our Ordinance on Assembly Requirements does not clearly exempt Village sponsored activities. You will receive a clarifying Ordinance, but for this event, I am recommending that you simply waive any assembly permit. The two resolutions are before you.

In the Matter of Amending
Alcohol Beverage Retail
Licenses

Resolution No. 14-_____

WHEREAS, the Village of Brown Deer is cosponsoring an event known as the Eat and Greet on the Street to promote the Original Brown Deer redevelopment in the Village of Brown Deer; and

WHEREAS, the Village Board has determined that promoting the event is in the public interest and shall promote and enhance the economic vitality of the newly redeveloped Original Village area; and

WHEREAS, the Village of Brown Deer has further determined that such celebration will provide social interaction and festive activity within the Village; and

WHEREAS, the Village of Brown Deer has previously issued alcohol beverage retail licenses to the following establishments located within the Original Village redevelopment area: Poco Loco Cantina, River Lane Inn and Prime Time Sports Bar & Eatery, and Larry's Market; and

WHEREAS, the Village Board has determined that it is in the public interest that such businesses provide food and drink to the Eat and Greet on the Street festival on June 7, 2014, between the hours of 4:00 and 8:00 p.m.

NOW, THEREFORE, be it resolved as follows:

1. The liquor license of the Poco Loco Cantina, the River Lane Inn, and the Prime Time Sports Bar & Eatery, and Larry's Market are hereby amended to provide that the premises description of the licensed area shall be all that area as described in the existing license as issued, and in addition thereto, and for only the date and time as herein before set forth, the intersection of W. River Lane and N. Deerwood Drive south to 8655 N. Deerwood Drive as depicted upon the map attached hereto.
2. The Village Clerk shall append a copy of this Resolution to the licenses as on file for each establishment, and further provide a copy to the Village of Brown Deer Police Department and to each license holder for display during the Eat & Greet on the Street event.

PASSED AND ADOPTED by the Village Board of the Village of Brown Deer, this 19th day of May, 2014.

Carl Krueger, Village President

Countersigned:

Jill Kenda-Lubetski, Village Clerk

In the Matter of Waiving
Assembly Requirements of
Ordinance 99-10 Currently Codified
As Section 50-84 of the Village Code

Resolution No. 14-_____

WHEREAS, the Village of Brown Deer is cosponsoring an event known as the Eat and Greet on the Street to promote the Original Brown Deer redevelopment in the Village of Brown Deer; and

WHEREAS, the Village Board has determined that promoting the event is in the public interest and shall promote and enhance the economic vitality of the newly redeveloped Original Village area; and

WHEREAS, the Village of Brown Deer has further determined that such celebration will provide social interaction and festive activity within the Village.

NOW, THEREFORE, be it resolved as follows:

1. The Eat and Greet on the Street festival is determined to be a joint venture between the Village of Brown Deer and local businesses sponsoring, promoting, or located within the area of the Eat and Greet on the Street festival.
2. The applicability of the aforescribed Ordinance is hereby waived as to this event, but only for the conduct of the Eat and Greet on the Street festivities on June 7, 2014.
3. Any and all funds derived by the Village of Brown Deer from donations, revenues, in excess of those revenues generated by and for the specific businesses providing food, entertainment, beverages, or other services, shall be paid over to the Village of Brown Deer, and the Village Board specifically designates those funds as payable into the budget of the Brown Deer Police Department to defray the cost of law enforcement services provided for the event.

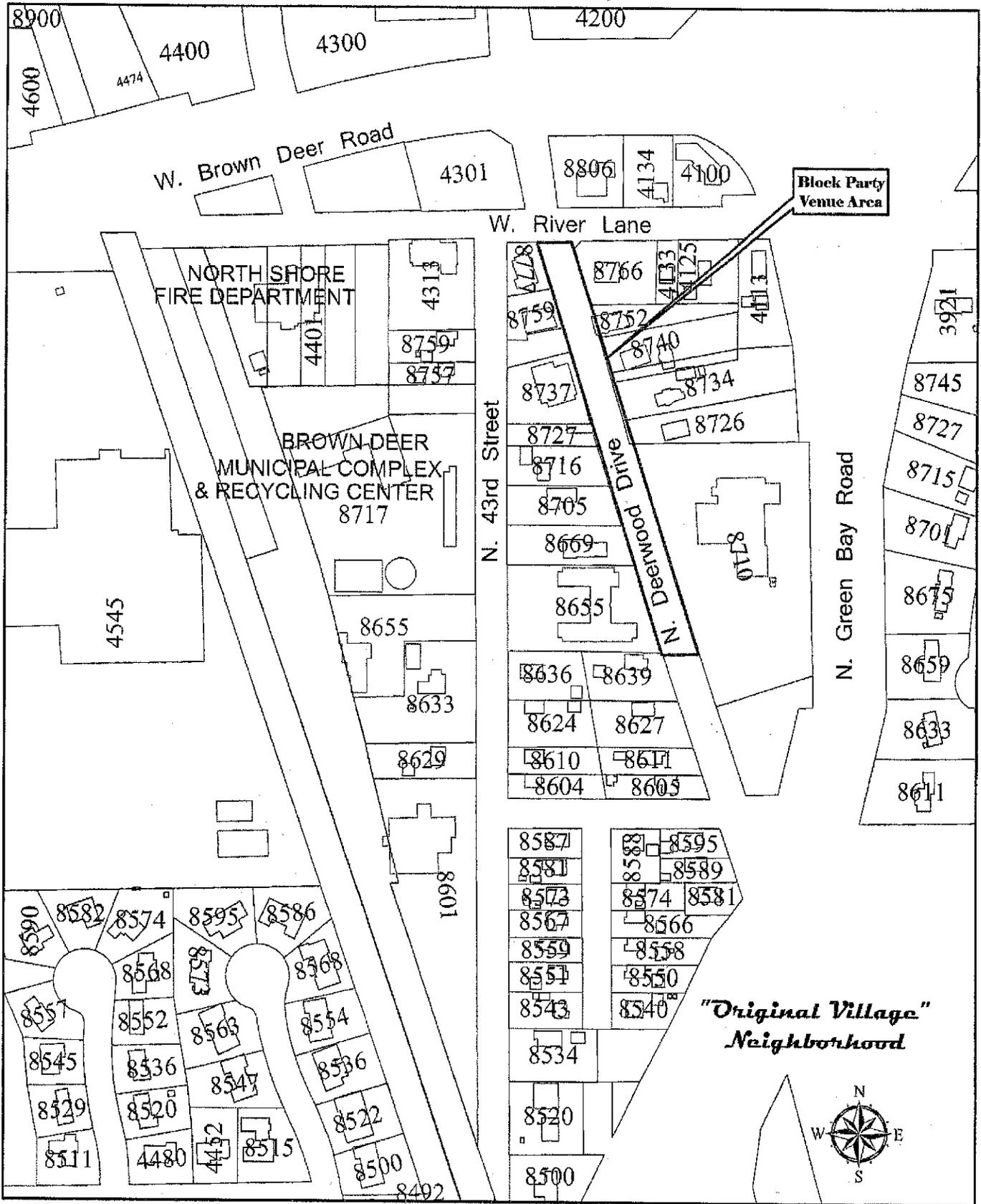
PASSED AND ADOPTED by the Village Board of the Village of Brown Deer, this 19th day of May, 2014.

Carl Krueger, Village President

Countersigned:

Jill Kenda-Lubetski, Village Clerk

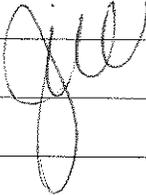
VILLAGE OF BROWN DEER, WI



**SITE PLAN OF
BROWN DEER ORIGINAL VILLAGE AREA
HIGHLIGHTING THE BLOCK PARTY LIMITS
ON N. DEERWOOD DRIVE**



REQUEST FOR CONSIDERATION

COMMITTEE:	Village Board
ITEM DESCRIPTION:	Building Board Composition
PREPARED BY:	Jill Kenda-Lubetski, Village Clerk 
REPORT DATE:	May 1, 2014
MANAGER'S REVIEW/COMMENTS:	<ul style="list-style-type: none"><input type="checkbox"/> No additional comments to this report.<input type="checkbox"/> See additional comments attached.
RECOMMENDATION:	To consider a change to the ordinance for the composition of the Building Board.
EXPLANATION:	<p>We are having trouble finding a Village Trustee to serve on the Building Board because of the requirement for architects and/or building designers. It has been proposed to eliminate the requirement for a Village Trustee to serve on the Building Board.</p> <p>The attached proposed ordinance would effectuate that amendment. It will still require at least two members to be Village residents, and three individuals as architects and/or building designers.</p> <p>Attorney Fuchs has stated that the former wording in the ordinance of two or three members was a little vague.</p> <p>This item is placed on the agenda to initiate a discussion and possibly pass the proposed ordinance change to the composition of the Building Board.</p>

ORDINANCE NO. _____

An Ordinance Amending Section 2-502 of the Brown Deer Village Code Pertaining to
Building Board Composition

The Village Manager and the Board of the Village of Brown Deer, Milwaukee County, Wisconsin, do herewith ordain as follows, to-wit:

SECTION I

A. Section 2-502 of the Brown Deer Village Code is hereby amended to provide as follows:

Sec. 2-502 Composition.

The building board shall consist of five members, three of whom shall be architects or building designers. At least two members of the building board shall be village residents.

SECTION II

All ordinances or parts of ordinances contravening the terms and provisions of this ordinance are hereby to that extent repealed.

SECTION III

This Ordinance shall take effect upon passage and publication as provided by law, and the Village Clerk shall so amend the Brown Deer Code, and shall indicate the date and number of this amending ordinance therein.

PASSED AND ADOPTED by the Village Board of the Village of Brown Deer, this

_____ day of _____, A.D. 2014.

Carl Krueger, Village President

Countersigned:

Jill Kenda-Lubetski, Village Clerk



Committee/Board/Commission Reappointment Form

Thank you for your involvement with the Village of Brown Deer. To assist in processing your re-appointment, please complete the top section of the form and sign. To offer additional comments, feel free to complete any other lines on the form. As you may recall, the Village President recommends all citizen appointments to the Village Board of Trustees for approval. Any information provided may further support your re-appointment.

Name: (as you like to be addressed) Elizabeth Smith
Address: 6001 W Donges Ln Phone No: cell 414-378-1142
E-Mail: esmith91@mcw Years as Brown Deer Resident: 16
day 414-955-4130

What Village committee(s) are you currently serving on? Beautification

Would you like to be re-appointed? (circle one) Yes No

Signature: Elizabeth C. Smith Date: 5/5/2014

Applicant information is subject to public release under state law.

Optional additional information:

Why are you interested in serving with this particular group: _____

Qualifications for serving on this group: _____

Other Community Involvement: _____

Occupation / Employer: _____

Family Details: _____

Leisure Activities / Hobbies: _____



Committee/Board/Commission Reappointment Form

Thank you for your involvement with the Village of Brown Deer. To assist in processing your re-appointment, please complete the top section of the form and sign. To offer additional comments, feel free to complete any other lines on the form. As you may recall, the Village President recommends all citizen appointments to the Village Board of Trustees for approval. Any information provided may further support your re-appointment.

Name: (as you like to be addressed) Mike Hawes

Address: 8417 N. 50th St. Brown Deer WI 53223 Phone No.: 414-581-8900

E-Mail: onefadmaw@yahoo.com Years as Brown Deer Resident: 13 (not exactly sure)

What Village committee(s) are you currently serving on? Park + Rec

Would you like to be re-appointed? (circle one) Yes No

Signature: Mike Hawes Date: 4-10-14

Applicant information is subject to public release under state law.

Optional additional information:

Why are you interested in serving with this particular group: _____

Qualifications for serving on this group: _____

Other Community Involvement: _____

Occupation / Employer: _____

Family Details: _____

Leisure Activities / Hobbies: _____

**BROWN DEER PARK AND RECREATION COMMITTEE
MAY 6, 2014 MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order at 7:00 p.m.

I. Roll Call

Present: Richard Goehre, Mike Hawes, Marie Lieber

Absent: Gary Springman

Also Present: Chad Hoier, Park and Recreation Director
Mark Thompson, Recreation Supervisor

II. Persons Desiring to be Heard

III. Consideration of Minutes: March 4, 2014

It was moved by Ms. Lieber and seconded by Mr. Goehre to approve the minutes of the March 4, 2014 meeting as corrected. The motion carried.

IV. Unfinished Business

V. New Business

A) Winter/Spring Program Registration Report

Mr. Hoier reported that the Department received 679 program registrations for the 2014 Winter/Spring program season. The 679 registration 82 registrations less than number of registration collected over the same time period in 2013. Mr. Hoier stated that swim lesson registrations and Kid Ltd. registrations are the reasons for the decrease. Mr. Thompson stated that school district cancelled 3 of the 5 scheduled Kids Ltd. nights because rescheduling athletic events in the Field House due inclement weather cancellations.

Mr. Thompson also report that there is a shortage of American Red Cross Water Safety Instructors in the area and the Department is going through the recruitment process to increase the number of Water Safety Instructor on staff. He is also trying to obtain the Water Safety Instructor Teacher certification so we can hold our own WSI Classes to aid in the recruitment of WSI's.

B) Pond Spring Project Report

Mr. Hoier reported on the status of the platform replacement project, replacement of water circulation lines, recirculation pump replacement and the painting of the concession stand building. Comments and questions followed.

VI. Administrative Report

A) Department Update

Mr. Hoier and Mr. Thompson updated the Committee on the status of the current ongoing programs and meetings attended during the month of April. Discussion followed.

VII. Committee Reports.

VIII. Scheduling of Next Meeting

A) June 3, 2014

Committee agreed to schedule its next meeting for Tuesday, June 3, 2014.

VIII. Adjournment

Upon proper motion, the meeting was adjourned at 8:15 p.m.

Chad Hoier, Park and Recreation Director

**BROWN DEER BEAUTIFICATION COMMITTEE
MAY 6, 2014 MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by Chairperson Quirk at 6:34 p.m.

I. Roll Call

Present: Julie Quirk, Beverly Lieven, Trustee Bob Oates, Elizabeth Smith, Kathleen Schilz
Also Present: Erika Petras, Department of Public Works, Matthew Maederer, Director of Public Works
Excused: Marie-Claude Milot

II. Persons Desiring to be Heard

A) Representative from the 4th of July Committee

Beverly Lieven informed the committee members she would be distributing 4th of July raffle tickets to them on Saturday May 10, 2014.

III. Consideration of Minutes: March 11, 2014 - Regular Meeting

It was moved by Julie Cook-Quirk, and seconded by Elizabeth Smith to approve the April 15, 2014 regular meeting minutes. The motion carried unanimously.

IV. Review of Submitted Landscape Plans

None.

V. Report of Staff/Committee Members

Ms. Quirk reminded committee members to follow Robert's Rules of Order during meetings, and suggested that landscape plan reviews take place at 7:00 p.m. to allow for committee discussion prior to the plan presentation.

Ms. Quirk informed committee members that the Brown Deer Junior Women's Club had given a check for \$200 to the Beautification committee.

Ms. Petras noted a change to the meeting schedule, the July meeting will take place July 15th, not July 9th as originally posted.

Mr. Maederer updated the committee on progress in the Original Village. Ms. Quirk inquired about road conditions for Arbor Day; Mr. Maederer informed her that there would be complete access to the Arbor Day celebration. Mr. Maederer stated that Emerald Ash Borer treatment would begin in June, and that because treatments would be done by DPW staff, twice as many trees would be treated. Trustee Oates inquired which DPW staff member would be doing the treatments, Mr. Maederer confirmed that DPW Laborer Allen Kraft would be doing the work.

VI. Unfinished Business**A) Arbor Day/ Earth Day/ Keep Greater Milwaukee Beautiful Clean-Up Day/
Migratory Bird Day**

Trustee Oates inquired what the Arbor Day trees were; Mr. Maederer stated that the tentatively selected trees were a Bur Oak, a Triumph Elm and a Swamp White Oak. Trustee Oates informed the committee that he had secured donations from Pick 'n Save and U.S. Bank to cover donuts and other refreshments.

Ms. Schilz volunteered to pick up coffee, Ms. Lieven will get juice and Ms. Smith will pick up water from KGMB. Ms. Schilz stated that Applebees Restaurant refused to post the Arbor Day Poster, Ms. Petras stated that BP Gas Station refused as well.

Ms. Quirk asked that all committee members arrive at 9 a.m. on Saturday to assist with event set-up.

B) Landscape Awards

Ms. Petras stated that the Community Center was reserved for Tuesday September 16, 2014 for the Landscape Awards/ Adopt-a-Flowerbed recognition event.

Committee members selected judging areas, with Ms. Cook-Quirk suggesting that if a committee member was unable to judge their area that they reach out to Ms. Milot to take care of it for that judging period.

Ms. Lieven described updates to the judging form and check list, she will email the updated forms to the committee members.

Nominations including photos are due at the June meeting.

VII. Adjournment

It was moved by Beverly Lieven and seconded by Julie Cook-Quirk to adjourn. The motion carried unanimously at 7:25 p.m.

Erika S. Petras
Department of Public Works

**MINUTES OF THE MEETING OF THE
BROWN DEER BUILDING BOARD
HELD AT THE VILLAGE HALL –
4800 WEST GREEN BROOK DRIVE
ON THURSDAY MAY 8th, 2014**



The meeting was called to order at 4:15 p.m.

I ROLL CALL

Present: Chairman Lavern Nall, Tony Enea, Betty Bennett, Carl Kruger - BD Village President

Excused:

Also Present: Shelley Gorman, Bldg. Insp. Assist; Nate Piotrowski – Community Development Director, Heidi Schaefer from SignWorks of WI, Robert Herman – Metro Storage, and (3) Gentlemen from Beloit Beverage.

II PERSONS DESIRING TO BE HEARD

None

III CONSIDERATION OF MINUTES

It was moved by Betty Bennett and seconded by Tony Enea to approve the March 21st, 2014 minutes. The motion carried unanimously.

IV OLD BUSINESS

None

V PLANS SUBMITTED FOR CONSIDERATION

The following items were on the Agenda for review:

1. SignWorks of WI – Sisters of the Sorrowful Mother Signage – 8858 N. 60th St.

Heidi Schaefer, the representative from SignWorks of WI, explained that she had been working with Nate Piotrowski on the design and color scheme for the sign since the Village has requirements for multi-tenant signs. Nate Piotrowski then explained to the Board that normally for this size of a sign, it could be approved internally by the Village Staff, but since the Sisters wanted to introduce another color to the sign, it had to go in front of the Board for approval.

Heidi explained that she had shown the Sisters numerous color design ideas options for their sign, but since the sign was a medium to dark blue and hard to see, the Sisters wanted the background to be white with their blue logo and black lettering to help it stand out and be more easily seen.

The Board reviewed the submission and even though they understand the guidelines of a multi-tenant sign, since only Levine Dental and the Sisters of the Sorrowful Mother are the only tenants in the building, and the situation that the Sisters are concerned about, the majority of the Board had no issues with the introduction of the white background with black lettering, overall design, dimensions, materials or location. Betty Bennett was not oppose to the sign, but was concerned that by the Board approving the submission, it may set precedence in the future to for multi-tenants to oppose the guidelines set by the Village.

The Board agreed by a majority of three votes out of four to approve the sign design submittal. Betty Bennett chose to abstain from voting on the matter.

2. Metro Storage – Building and Signage Design – 4059 W. Bradley Rd.

Building: Mr. Robert Herman explains to the Board the plans that they have for redoing the Beloit Beverage site location and changing it from a beverage distribution center to a Metro Storage facility with approximately 480 storage units. Some units will have a temperature controlled section that you can drive into, as well as an ambient (outside) area.

Mr. Herman continues to explain that they are keeping the original building, but giving it a reface by stripping away the existing exterior and updating it. They will also be adding a clock tower on the NW corner of the building. The clock tower area will be constructed as a pop out façade about 10” inches to a foot in depth, covered with either full bricks or half bricks, depending on the engineering specs required. The clock tower will also have a new aluminum roof.

They are leaving the existing tarred/gravel low-pitched roof on the rest of the building and highlighting the edges with Forest Green galvanized trim.

The facility will be enclosed with black ornamental iron fencing with entrance/exit gates located around for easy access and loading/unloading.

Mr. Herman showed the Board examples of other Metro facilities that have been constructed to show them what the final project will look like.

The colors for the new facility are as follows:

- Main Building: Casa Blanca SW7571 (cream white)
- Main Building/Office/Clock Tower area: Medium Brown Face brick with a Forest Green Metal Roof
- Storage Buildings: Doors, Fascia & Gutters: Forest Green
- Storage Buildings: Metal panels: White (gray white)
- Storage Buildings: Split-face Block – White
- Storage Buildings: Roof – Galvanized Metal (silver/gray color)
- Ornamental Iron Fencing: Black
- Windows: Clear Glass with white aluminum trim
- Window Awnings: Same material and color as roof trim: Forest Green

Tony Enea inquires if the footprint of the original building is increasing because it looks like they are coming out a lot farther. Mr. Herman explains that it will not be increasing the building because the corner where the clock tower will be already exists and it will stay the same, except for the clock tower façade. It will be designed and built to give the illusion of depth but not actually change the footprint.

Chairman Nall inquires if the setbacks will be any less. Mr. Herman explains that to help support the clock tower façade, he will need to add about eight inches (8”) protruding from the building to help support the structure.

Chairman Nall inquires about the colors of the buildings; will the security lighting be on poles or on the buildings, and where are the waste receptacles/dumpsters be located. Mr. Herman explains that the buildings will be two colors each; the main office building will be Casa Blanca SW7571 (cream white). The storage buildings will have white block on each end of the buildings with white (gray white) metal panels with Forest Green on the doors, fascia, gutters, window awning and roof trim. The down spouts will be white to match the color of the buildings. There will be motion sensor security light around the facility mounted on the buildings. They do not use pole lighting and they have included cut sheets of the actual fixtures they are using in the submission. The waste receptacles/dumpsters are located at the back of the facility in an enclosed area.

Chairman Nall & Tony Enea ask about the material that the window awnings on the building are made of. Mr. Herman explains that they are made out of vinyl and at night illuminate when the lights are on.

The Board agrees that they do not want vinyl used because of the harsh weather we have and that over time it will break down look worn and need to be replaced more quickly. The Board agrees that the window awnings need to be made out of the same material as the green metal roof or an aluminum material of the same color, so that the project has the same color throughout and the consistency is the same.

Chairman Nall inquires about the size/dimensions of the clock face in relation to the drawings that is to be used in the clock tower. The Board is concerned that the rendering of the clock is smaller and not an appropriate size for the space allocated for it and the color to be used behind the clock. Carl Kruger, BD Village President and Betty Bennett also inquire about how the clock is to be lit and run. Mr. Herman explains that it is lit from inside and is electric powered. He also states that the renderings picture is smaller than the actual clock that will be used and shows the Board other Metro Storage actual pictures that have a clock that is the correct size for the allotted space.

The Board inquires about the HVAC units that will be used on the roof and their location. Mr. Herman explains that there will be units on the roof, the number unknown at this time; and it will all depend on what is required by the State code and the HVAC contractor for the size of the area in question. They will be placed as close to the center of the building as possible to be hidden from street view. Chairman Nall asks if there is a parapet wall around the roof and Mr. Herman says yes but it is very low.

The Board likes the Metro Storage design and use of the former Beloit Beverage site, and unanimously approves the submission with some conditions for approval.

- The clock is to be fitted with approximately two thirds (2/3) diameter clearance from brick in the allotted space.
- The window awning material is to be made out of the same material as the green metal roof or an aluminum material of the same color.
- The fascia brick sample will be brought back to the Board for final approval after it is chosen for purchase.
- The roof top HVAC units will not be more than five feet (5') tall in height.
- The light gray EIFS color shown on the plans surrounding the front office area will not be light gray, but will be the same color as the building EIFS color: Casa Blanca SW7571 (cream white).

Signage: The Board reviews the four signage submissions. All signs will be illuminated from the inside. The frames will be made of an aluminum material and all raceways will match the color of the buildings.

- The main monument sign is approximately 51 sq. ft., double-sided sign built on a brick base with an electronic message board. It will be located at the front entrance of the facility on the corner of Teutonia and Bradley Dr., with an east/west orientation. It is approximately 12'-11" in height and 7'-1" in width.
- The next sign is a ground sign located at the back side entrance of the facility. It is approximately 35 sq. ft., double-sided, built on a brick base with no message board. It is on a timer so the illumination will not run all night. It is approximately 9'-11" in height and 7'-1" in width.
- The next sign is a 100 sq. ft. attached wall sign on the west elevation of the building. It is built on a raceway that matches the color of the building. The sign is green in color by day and white by color by night.
- The last sign is a 72 sq. ft. wall sign on the north elevation of the building (front office area). It is built on a raceway that matches the color of the building. The sign is green in color by day and white by color by night.

The sign are made out of 3/16" translucent white #2447 Plexiglas, the trim and lettering colors are as follows:

- 3M 3635-222 Dual Color Film Paint PMS 357C Green to match #M 3630-76 Holly Green
- Trim caps are 1" black aluminum with 5" deep returns.
- Illuminated with 120V white LED lights

The Board has no issues with the design, colors, or locations of the signage and unanimously approves the signage submissions.

VII ADJOURNMENT

The meeting was adjourned at 5:28 p.m.

The next regularly scheduled meeting is May 19th, 2014.

Shelley Gorman

Shelley Gorman, Admin. Assistant Building Department
Village of Brown Deer

BROWN DEER LIBRARY BOARD
May 12, 2014 MEETING MINUTES
HELD AT THE BROWN DEER PUBLIC LIBRARY
5600 WEST BRADLEY ROAD
(Unapproved)

The meeting was called to order by Board President Lutz at 5:02 P.M.

I. Roll Call

Present: Board President Lutz and Board members: J. Baker, E. Bennett, W. Jabas, K. Lewis-Williams
Also Present: Brian Williams-Van Klooster, Library Director

II. Persons Desiring to be Heard

None.

III. Consideration of Minutes:

- a. April 14, 2014 – Regular Meeting

It was moved by W. Jabas and seconded by J. Baker to approve the minutes of the April 14, 2014 regular meeting. The motion carried unanimously.

IV. Unfinished Business

- a. None

V. Report of Library Director

- a. Director's Report

E. Bennett inquired about the reasons for street sign additional electrical costs. The Library Director explained that the costs represent the need for a second dedicated circuit to the new sign for the electronic message center otherwise the 5 year warranty would be voided. She noted that Lemberg is a sign and electrical company and should not have missed the need for 2 separate circuits at the time of job quoting. J. Baker echoed these sentiments. The Board inquired about what other additional work was included in this increase. The Director stated that the contractor says both boring and trenching for the second line are nearly equal in cost, hence boring was quoted. W. Jabas asked if Village DPW could be employed to do some work if trenching is the primary cost increase factor. The Director noted that a cost would still be borne by the Village in either scenario. J. Baker expressed concern about this overage and noted that the Village has given Lemberg a large amount of business in the recent past. The Board reviewed previously quoted sign designs that were lower in price as a way to reduce the project cost. The Director was instructed to consult with Village Staff for advice, then pursue an adjustment to the cost increase with the current sign design before settling for less expensive designs.

The Library Director also highlighted Library staff's participation in Brown Deer Elementary's S.T.e.A.M. Day on 5/2, and noted that two recent bans of teen patrons have significantly reduced incidents of disruptive library behavior after school.

- b. Usage Report

The Library Director presented a revised format for the Monthly Usage Report that includes graphical representations of circulation, visits and computer use. Board members were mixed in their preference for the original grid format versus the graphical format. W. Jabas said she liked being able to see trends over time with the graphical format. A. Lutz asked if the new format took more time to prepare. The Director said it did not. He also noted that both formats could be kept since the graphical format is automatically generated from the grid, and the data only needs to be entered once. The Board agreed to have both formats in the packet moving forward.

- c. Revenue/Expense Report

The Library Director noted that the Report was missing income of \$108, 111 from Reciprocal Borrowing, making the net of revenues and expenditures look overspent. He assured the Board that the money was indeed in the Library's account but that the report was generated incorrectly. This will be corrected for the next report.

VI. Report of Friends of the Library

W. Jabas said that the Friends Plant Sale pickup is Saturday 5/17 and the Book Sale is August 21-23. Next Friends of the Library meeting is scheduled for July 10th at Wendy Jabas' house.

VII. New Business

a. Resignation of Library Assistant (LA)

Effective May 30 the Library will lose a part time LA. The Director presented the option of creating a new position called Desk Clerk as an alternative to hiring another LA. This position would not have the processing or acquisitions responsibilities of an LA, and would be required to work more nights and weekends than the LAs. A. Lutz asked if the new position would reduce the Library's flexibility to expand responsibilities to capable staff in this position, the Director said that it would. The Director distributed a draft job description for approval and said that the wage offered, as well as the title, would be in-line other local libraries. The Director also noted that this will give him the ability to post for either an LA or a Desk Clerk and would make the final decision within the week.

It was moved by J. Baker and seconded by W. Jabas to approve the Desk Clerk job description. The motion carried unanimously.

a. Consideration of Vouchers:

April 2014 (New format) – President Lutz informed the Board that the new Voucher format was presented to her and J. Baker by the Director after last month's meeting. She said she asked to have the new format included with this month's packet for Board review. She explained how to read the new format, and shared that this format is automatically generated by the Village's accounting software. This saves at least 2 hours of library staff time in preparing the old report, which was manually transcribed from the data already contained in the accounting software report.

It was moved by W. Jabas and seconded by J. Baker to approve the payment of the April 2014 vouchers in their new format. The motion carried unanimously.

b. Board member terms

Members referred to packet page 15. W. Jabas and President Lutz noted that they have both requested and received reappointment until 2017. K. Lewis-Williams' had not received a reappointment inquiry letter and said that she had not previously gone through the reappointment process that other Board members described. President Lutz asked if School Board administration had handled this duty. President Lutz offered to contact Village Board President Krueger to inquire about the process for reappointing the School representative to the Library Board.

c. Discussion/Approval re: Street Sign electrical cost increase

J. Baker reiterated the Board's desire to have the Library Director discuss this cost increase with Lemberg Electric and bring the outcome to the Board at the next meeting.

VIII. Adjournment

Next meeting: June 16, 2014.. *It was moved by W. Jabas and seconded by E. Bennett to adjourn at 6:03 P.M. The motion carried unanimously.*



Brian Williams-Van Klooster, Library Director
March 13, 2014

BROWN DEER TRAFFIC AND PUBLIC SAFETY COMMITTEE

MAY 8, 2014 MEETING MINUTES

HELD AT THE BROWN DEER VILLAGE HALL

4800 WEST GREEN BROOK DRIVE

BROWN DEER, WISCONSIN

The meeting was called to order by Trustee Boschert at 6:30 PM.

I. ROLL CALL

Present: Trustee Boschert, Trustee Awe, Mike Kass, Alicia Lemke, Bob Wazniak, Neil Wood

Not Present: Roger Gordon

Also Present: Michael Hall, Village Manager; Steven Rinzel, Chief of Police; Matthew Maederer, Department of Public Works Supervisor; Nancy Hoppe, Executive Secretary to Chief of Police

II. PERSONS DESIRING TO BE HEARD

Trustee Boschert introduced recently elected Trustee Jamie Awe as the second Trustee appointed to the committee. All the members introduced themselves and provided a brief background and Trustee Awe provided a background of himself and his family.

III. CONSIDERATION OF MINUTES: April 10, 2014 Meeting

It was moved by Mr. Wazniak, and seconded by Mr. Kass to approve the April 10, 2014 meeting minutes. The motion carried unanimously.

IV. REPORT OF STAFF/COMMITTEE MEMBERS

Chief Rinzel advised the Police Department was are in the final process of hiring the last empty patrol officer position and the candidate would be starting May 29 and that a desk officer will be starting June 8th.

Matthew Maederer reported that several Village signs are being repaired from general damages. He further stated that River Lane and Deerwood Drive will be closed down for a period of time for brick paving; with the projected end date of May 16th and the northern end of the original

Village will be completed by the end of May. He also reported that the downed sign at West Tower Avenue and North 60th Street will be repaired in the near future.

Mr. Hall advised the search firm that is conducting the hiring process for the position of Chief of Police is currently on track and a July 1st offer of hire date is planned.

V. OLD BUSINESS

A. Traffic Concerns – North Carlotta Lane and West Glenbrook Road

Chief Rinzel distributed information that was gathered by the Armadillo apparatus that was in place at North Carlotta Lane and West Glenbrook Road. The average speed in the 85th percentile was 28 miles per hour (outgoing). On West Glenbrook Road the median speed is 34 mph. Mr. Wazniak did not see any issues with this intersection as it was all within reason. No action at the intersection is needed at this time.

B. Traffic Concerns – North 60th Street and West Tower Avenue

Chief Rinzel distributed information gathered at North 60th Street and West Tower Drive. Trustee Boschert advised that this Committee has been looking at this particular intersection for about two years. 33,000 vehicles passed through the area in an eight day period. Trustee Awe opined he found it hard to believe the average speed was only 37 miles per hour. Mr. Wazniak explained how a roadway is perceived by both drivers and the Department of Transportation for driving. Trustee Awe stated he had timed northbound traffic and in approximately 12 seconds a car travels from West Bradley Road to West Tower Avenue. Mrs. Lemke opined once Wal-Mart is opened in the fall, North 60th Street is going to become more heavily traveled.

Mr. Maederer provided pricing on solar powered radar information to add to the existing signage and the costs would be \$9,200 to \$9,990. He further stated they had looked at a pedestrian presence sensor kit that would be \$8,000. Mr. Maederer stated that a study should be completed by an outside concern to work with the committee. He reported that he did receive a quote from Ayres Associates in the amount of \$16,500; however the study could not be completed until 2015 for review. Discussion on the amount of roadway needed to merge took place

The Committee directed staff to budget for 2015 for a CIP project for review and it was the consensus of the committee that North 60th Street traffic concerns would be an issue that will be revisited numerous times.

VI. NEW BUSINESS

None.

VI. ADJOURNMENT

It was moved by Mrs. Lemke and seconded by Mr. Wazniak to adjourn at 7:31 PM. The motion carried unanimously.



Steven C. Rinzel, Chief of Police