

**BROWN DEER VILLAGE BOARD
JANUARY 18, 2016 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: Awe, Schilz, Springman, Boschert, Baker, Oates

Also Present: Michael Hall, Village Manager; John Fuchs, Village Attorney; Erin Hirn, Assistant Village Manager/Deputy Clerk; Michael Kass, Chief of Police; Nate Piotrowski, Director of Community Development; Matthew Maederer, Director of Department of Public Works; Susan Hudson, Treasurer/Comptroller; Jill Kenda-Lubetski, Village Clerk

Excused:

II. Pledge of Allegiance

III. Persons Desiring to be Heard

III. Consent Agenda – All items listed under Consent Agenda are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Trustee so requests, in which event the item will be removed from the general order of business and considered at this point in the agenda.

A) Consideration of Minutes: December 18, 2015 Regular Meeting

B) November 2015 Financial Report

C) December 2015 Vouchers

It was moved by President Krueger and seconded by Trustee Baker to approve A, B, and C of the consent agenda. The motion carried unanimously.

IV. New Business

A) Liquor License (Beer and Wine Only) for Appethai, 3900 West Brown Deer Road, Suite 110

Mrs. Kenda-Lubetski acknowledged the application for a beer and wine only license with the possibility for in the future obtaining a full liquor license. Chief Kass commented that there were no issues from the police department regarding the issuance of the liquor license for Appethai.

It was moved by Trustee Springman and seconded by Trustee Baker to approve Liquor License (Beer and Wine Only) for Appethai, 3900 West Brown Deer Road, Suite 110. The motion carried unanimously.

B) Approve Contract with Hometown Express to Provide Printing, Distribution, and Design of “Our Brown Deer Magazine”

Mr. Hall discussed the cost analysis when looking at our current costs of \$42,000 with advertising revenue of \$18,000 - \$24,000 and a contribution from the school of \$6,000 per year. This has the village paying about \$17,000 - \$20,000 each year. Express News is a business within Brown Deer who would offer these same services to the village for a very low cost. It is the village intentions to change vendors in order to save money. There has been outside discussion with the school district regarding the change and

their participation in the magazine. President Krueger asked if the school district was part of the contract the village has with Barb Caprile. Mr. Hall verified that the school/school board was not involved in the contract between the village and the vendor. Further discussion ensued. Express News then gave a brief presentation. Trustee Schilz asked about quality of the magazine they will be produced. Mr. Hall verified that there will be no change in the quality of the magazine. Trustee Springman requested that a date should be set to when we will put this topic in the agenda. Trustee Baker expressed concern of a 5 year contract and that there should be a clause regarding the quality of the paper remain the same. Mr. Hall explained the reasoning for the 5 year contract clause was only to keep prices the same for that length of time and informed the board that we could include a quality clause within the contract. Mr. Hall verified that he and Attorney Fuchs would review and update the contract as well as meet with the School District. President Krueger determined that the issue would be put on the agenda for the next board meeting on February 1, 2016 for further discussion and then on the February 15, 2016 agenda for a final decision.

It was moved by President Krueger and seconded by Trustee Awe to defer approval of the Contract with Hometown Express to Provide Printing, Distribution, and Design of "Our Brown Deer Magazine" for 1 month with further discussion at the next board meeting. The motion carried unanimously.

C) Approve Contract with Inland Real Estate Partners (Colliers) for Business Market Analysis and Outreach Strategy services

Mr. Hall gave an introduction to Colliers regarding their intentions of business analytics and business outreach for the village. Colliers gave a brief presentation.

It was moved by Trustee Springman and seconded by Trustee Baker to approve the Contract with Inland Real Estate Partners (Colliers) for Business Market Analysis and Outreach Strategy services. The motion carried unanimously.

V. Village President's Report

- MMSD meeting
- Fire Department meeting where Lynn is retiring
- ICC meeting talking about the EMS agreement

VI. Village Committee Chairperson Report

- Trustee Oates gave an update on the Beatification Committee regarding their idea of creating a garden tour modeled after Wauwatosa's Garden Tour. This would be put on by the Junior Women's Club and co-sponsored by the Beautification Committee. They are currently looking for volunteers.

VII. Village Manager's Report

- Will be meeting with Marquette on the 25th giving a presentation to the marketing class.
- Update on Lighthouse planning on having tours in March and a ribbon cutting in May

VIII. Recessed into Closed Session pursuant to §19.85(1) (c) Wisconsin Statutes for the following reasons:

It was moved by Trustee Springman and seconded by Trustee Awe to recess into Closed Session at 7:44 p.m. The motion carried unanimously.

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

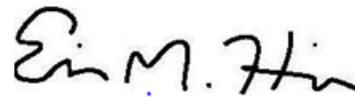
a. Village Manager Goals 2015/20016

IX. Reconvene into Open Session for Possible Action on Closed Session Deliberation

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

X. Adjournment

It was moved by Trustee Springman and seconded by Trustee Schilz to adjourn at 7::59 p.m. The motion carried unanimously.



Erin M. Hirn, Assistant Manager/Deputy Clerk