

**BROWN DEER VILLAGE BOARD  
OCTOBER 17, 2011 MEETING MINUTES  
HELD AT THE BROWN DEER VILLAGE HALL  
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by Trustee Baker at 6:35 P.M.

**I. Roll Call**

Present: Trustees: Baker, Boschert, Oates, Springman, Weddle-Henning

Excused: Village President Krueger; Trustee Schilz

Also Present: Russell Van Gompel, Village Manager; Matt Janecke, Assistant Village Manager; Chief Steven Rinzel, Brown Deer Police Department; Captain John Graeber, Brown Deer Police Department; John Fuchs, Village Attorney; Nate Piotrowski, Community Services Director; Larry Neitzel, Operations Superintendent

**II. Pledge of Allegiance**

**III. Persons Desiring to be Heard**

**IV. Consideration of Minutes: October 3, 2011 – Regular Meeting**

*It was moved by Trustee Oates and seconded by Trustee Boschert to approve the amended minutes of the October 3, 2011 regular meeting. The motion carried unanimously.*

**V. Committee Reports**

**A) Building Board – Trustee Weddle-Henning**

Trustee Weddle-Henning reported the Building Board had two items to consider at their last meeting. The first item was a plan review for the Shop on Sherman wall sign, 7979 North Sherman Boulevard. The other item for consideration was the Jewish Family Services State approved plans. Both projects were approved, however, changes have to be made to the retaining wall, railing types, hardware, and covered area of the Jewish Family Services Apartment Building and Community Center at 4375 West Bradley Road.

**B) Beautification Committee – Trustee Oates**

Trustee Oates reported they had a short meeting and discussed the 2012 and 2013 Arbor Day projects. One of the projects that is up for improvement is the entrance area to the 1884 Brown Deer school house. He also noted the fundraising effort that was currently going on in coordination with Flower Power Fundraising. He also mentioned that this year's landscape awards winners were recognized at the September 27th recognition ceremony.

**C) Park and Recreation Committee – Trustee Springman**

Trustee Springman said Park and Recreation Director Chad Hoier is working with the Milwaukee Admirals on scheduling Brown Deer Night for February 10th. The night would be capped off with a performance from the University of Wisconsin – Madison marching band after the game.

Trustee Springman mentioned the proposed referendum by the Brown Deer School District and with the new construction would be the elimination of one of the softball fields used for the Park and Recreation softball leagues. The Brown Deer School District was asked if they intend to put up lights so the remaining fields could be used at night, and they stated it is not in the plans to do so. Trustee Springman asked if the lights could be considered the 2012-2017 Capital Improvement Plan Budget.

Trustee Springman gave an update on the Community Center project

**D) 4<sup>th</sup> of July Committee – Village President Krueger**

No meeting.

**E) Traffic and Public Safety – Trustee Boschert**

Trustee Boschert gave an overview of the Traffic and Public Safety Committee meeting, and stated a large discussion took place on overnight parking. He mentioned the Police Department has decided to use Smart Interactive Media to develop their overnight parking software for the Village's website. This should take care of about 80% of requests for overnight parking and that other requests will most likely be made by individuals who do not regularly use the internet but instead will make requests by phone.

**F) Library Board – Trustee Baker**

Trustee Baker mentioned the HVAC project has been delayed but work was still being performed and should be finished relatively soon.

Trustee Baker also mentioned the MCFLS agreement had been signed.

**G) Community Development Authority – Village President Krueger**

No meeting.

**H) Plan Commission – Village President Krueger**

**1) Conditional Use Permit – Used Car Sales and Garage, 4102 W. Bradley Road**

Mr. Piotrowski reviewed the proposal and the recommendation from the Plan Commission. He noted there were no favorable comments from businesses owners or residents.

Trustee Baker described the project and also mentioned that there were no favorable comments received from business owners or residents. Mr. Piotrowski noted that a used car sales lot was inconsistent with the TID and the Plan Commission unanimously recommended denial of the conditional use permit for a used cars sales and public garage.

*It was moved by Trustee Baker and seconded by Trustee Boschert to deny the Conditional Use Permit for the Used Cars Sales and Garage, 4102 W. Bradley Road. The motion carried unanimously.*

**2) Review Sub-Area Plans**

Mr. Piotrowski reviewed the plans. The sub-area plans are a subset to the Comprehensive Plan put in place in 2008. Staff has had the opportunity to rethink ideas and would like to make amendments to the Comprehensive Plan to allow for more development to occur. If approved, he will bring the bonds to market on November 21st for the Village Board to adopt that night.

Trustee Oates asked if URS created the plan. Mr. Piotrowski said that they had, along with the Comprehensive Plan adopted in 2008.

Trustee Springman hoped the plan would address the former Sammy's location. Trustee Baker clarified that the sub-area plan for that location allows for more retail or housing, but there is not much more detail other than that.

*It was moved by Trustee Baker and seconded by Trustee Weddle-Henning to approve the Sub Area Plans. The motion carried unanimously.*

**I) Finance and Public Works Committee – Trustee Oates**

Trustee Oates noted the Committee's discussions about the ribbon cutting, crack sealing project, the 47th Street construction project postponed until spring, and the selling of two Department of Public Works trucks.

Mr. Van Gompel gave a short explanation on General Obligation Bonds and introduced Phil Hohlweck of Robert W. Baird. Mr. Hohlweck gave a presentation on the Village's Capital Financing Plan and debt issuance. A discussion ensued about the specifics of the plan.

**1) Initial Resolution Authorizing \$610,000 General Obligation Bonds for Water System Improvements.**

*It was moved by Trustee Oates and seconded by Trustee Boschert to approve the Initial Resolution Authorizing \$610,000 General Obligation Bonds for Water System Improvement. The motion carried unanimously.*

**2) Initial Resolution Authorizing \$190,000 General Obligation Bonds for Sewerage Projects.**

*It was moved by Trustee Oates and seconded by Trustee Boschert to approve the Initial Resolution Authorizing \$190,000 General Obligation Bonds for Sewerage Projects. The motion carried unanimously.*

**3) Initial Resolution Authorizing \$580,000 General Obligation Bonds for Capital Improvements Relating to Dispatch Consolidation.**

*It was moved by Trustee Oates and seconded by Trustee Boschert to approve the Initial Resolution Authorizing \$580,000 General Obligation Bonds for Capital Improvements Relating to Dispatch Consolidation. The motion carried unanimously.*

**4) Initial Resolution Authorizing \$50,000 General Obligation Bonds for Parks and Public Grounds Projects.**

*It was moved by Trustee Oates and seconded by Trustee Springman to approve the Initial Resolution Authorizing \$50,000 General Obligation Bonds for Parks and Public Grounds Projects. The motion carried unanimously.*

**5) Resolution Providing for the Sale of \$1,430, General Obligation Corporate Purpose Bonds**

*It was moved by Trustee Oates and seconded by Trustee Weddle-Henning to approve the Resolution Providing for the Sale of \$1,430,000 General Obligation Corporate Bonds. The motion carried unanimously.*

A discussion ensued on the Private Property Infiltration/Inflow Program. Mr. Neitzel said he is reviewing other municipalities' programs.

## 6) Consideration of Vouchers

*It was moved by Trustee Oates and seconded by Trustee Boschert to approve the payment of the vouchers and to ratify for payment the vouchers due on or before October 17, 2011. The motion carried unanimously.*

### J) Personnel Committee – Trustee Baker

Trustee Baker reported on the committee's review of the Personnel Manual, specifically changes to overtime, definition of full time employees, and clothing allowances for Water Department and Public Works employees in preparation of the AFSCME contract expiring at the end of the year.

Mr. Van Gompel gave the planned outline for when he thinks the Personnel Manual will be considered by the Village Board.

## VI. Unfinished Business

None.

## VII. New Business

### A) Liquor License Agent Change for Pick 'N Save, 9200 N. Green Bay Road

Mr. Van Gompel gave a brief history of the request.

*It was moved by Trustee Baker and seconded by Trustee Springman to approve the Appointment of John Joseph Wiman as Agent for the Class "A" Intoxicating Liquor License and Class "A" Beer License held by Mega Marts, Inc., d/b/a Pick 'N Save Store #6867. The motion carried unanimously.*

### B) Street Sign Design Approval

Mr. Neitzel gave a brief overview of the design presented to the board, he noted that there are a few designs and colors the new Federal Manual of Uniform Traffic Control Devices would allow. Trustee Boschert said he liked the design with "Brown Deer" in the logo. A brief discussion ensued about designs and preferences.

*It was moved by Trustee Boschert and seconded by Trustee Oates to approve the Street Sign Design approved by WDOT for the Village. The motion carried unanimously.*

### C) Requests for Extended Holiday hours by various Retailers

Mr. Janecke explained a letter was sent out asking for retailers to submit their holiday hour requests in a timely manner. He suspects a majority of the requests have been submitted and a few more are expected before the holiday shopping season. Lowe's submitted a request for holiday hour changes but there request will not be considered because they no longer have business operations in Brown Deer.

#### 1) Special Holiday Hour Requests – Burlington Coat Factory

*It was moved by Trustee Weddle-Henning and seconded by Trustee Springman to approve the special request from Burlington Coat Factory for extended Holiday Hours as identified in their September 9, 2011 request. The motion carried 4-1 with Trustee Oates in opposition.*

**2) Special Holiday Hour Requests – Bath & Body**

*It was moved by Trustee Weddle-Henning and seconded by Trustee Springman to approve the special request from Bath & Body for extended Holiday Hours as identified in their September 28, 2011 request. The motion carried 4-1 with Trustee Oates in opposition.*

**3) Special Holiday Hour Requests – Walgreen's**

*It was moved by Trustee Weddle-Henning and seconded by Trustee Springman to approve the special request from Walgreen's for extended Holiday Hours as identified in their September 26, 2011 request. The motion carried 4-1 with Trustee Oates in opposition.*

**4) Special Holiday Hour Requests – Factory Card and Party Outlet**

*It was moved by Trustee Weddle-Henning and seconded by Trustee Springman to approve the special request from Factory Card and Party Outlet for extended Holiday Hours as identified in their September 21, 2011 request. The motion carried 4-1 with Trustee Oates in opposition.*

**5) Special Holiday Hour Requests – Kohl's Department Store**

Mr. Janecke noted that in the past the earliest a retail business was allowed to operate was 4:00 a.m. A 3:00 a.m. start time was requested in 2010 for the day after Thanksgiving and denied in the past.

*It was moved by Trustee Weddle-Henning and seconded by Trustee Springman to approve the special request from Kohl's Department Store for extended Holiday Hours as identified in their September 28, 2011 request, with the exception of a 3:00 a.m. start time on November 25, 2011. The motion carried 4-1 with Trustee Oates in opposition.*

**VIII. Village President's Report**

None.

**XI. Village Manager's Report**

Mr. Van Gompel reported on the following:

Shop on Sherman is putting in requests for Alcohol and Tobacco  
Lowe's closing down their business and removing their signs early that morning in the Village  
Staff is reviewing the final agreements for the new construction at Bradley Crossing

**X. Adjournment**

*It was moved by Trustee Springman and seconded by Trustee Boschert to adjourn at 8:15 p.m. The motion carried unanimously.*

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Russell Van Gompel, Village Manager