

**BROWN DEER VILLAGE BOARD
OCTOBER 19, 2015 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, And Oates

Also Present: Michael Hall, Village Manager; Colette Reinke, Village Attorney; Erin Hirn, Assistant Village Manager; John Fuchs, Village Attorney; Nate Piotrowski, Director of Community Development; Jill Kenda-Lubetski, Village Clerk

II. Pledge of Allegiance

III. Persons Desiring to be Heard

Deanne Malloy from the Brown Deer Women's Club is celebrating their 60th anniversary. They have promoted and improved many areas of the community.

Trustee Schilz congratulated the group and thanked them for their services as well as gave his condolences on the passing of Helen Witte.

IV. Consideration of Minutes: October 5, 2015 Regular Meeting

It was moved by Trustee Oates and seconded by Trustee Awe to approve the amended minutes from the October 5, 2015 - Regular Meeting. The motion carried unanimously.

V. New Business

A) Liquor License Change of Agent—Courtyard by Marriott, 5200 West Brown Deer Road

Mrs. Kenda-Lubetski introduced Angela Cleland, the new agent at the Courtyard by Marriott. There were no further questions from the board.

It was moved by President Krueger and seconded by Trustee Schiltz to approve the Liquor license Change of Agent—Courtyard by Marriott, 5200 West Brown Deer. The motion carried unanimously.

B) Review and Approve a Development Agreement with Aldi, Inc. for a Grocery Store at 6720 W. Brown Deer Road

Mr. Piotrowski described the history with Aldi going through the building board and the CDA. There was a discussion regarding operation times. Mr. Piotrowski did acknowledge that the business hours do differ then most agreements. Trustee Borschert then asked if they are allowed to review the development agreement after approval. Attorney Fuchs verified that it would be possible. Trustee Borschert also asked about the security system. Mr. Piotrowski explained that the police department has reviewed their security system and agree that it is up to standards. The security plan will be brought back to the board before giving Aldi an occupancy permit. President Krueger wants Officer Cadock to be aware that the board would prefer to have cameras in the parking lot. Trustee Baker also wanted more information to the incident on 8.26.2015 where a woman from Mequon was robbed in the parking lot at Aldi's current location. Attorney Fuchs verified that this information would be made available.

It was moved by President Kreuger and seconded by Trustee Oates to review and approve a Development

Agreement with Aldi, Inc. for a Grocery Store at 6720 W. Brown Deer Road subject to the directives of the board to bring back information regarding the above mentioned processes and information regarding the investigation that has been requested. The motion carried unanimously.

C) Outsourcing Part-Time Accountant Position and Contract for New Auditor Services

Mr. Hall went over the decision making when looking at the part-time accountant position. It was determined to contract this position which will also be saving the village \$10,000.

It was moved by Trustee Oates and seconded by Trustee Baker to approve Outsourcing Part-Time Accountant Position through Clifton Larson, & Allan and Contracting Sikitch for New Auditor Services. The motion carried unanimously.

D) Recommendation to Sell and Market Public Works Facility, 8717 North 43rd Street

Mr. Hall described the need to sell and market the public works facility now that it has been approved to create a new DPW building. The strategic plan is to sell the land for \$1 taking into consideration the different proposals that may come before the board. This same method has been done in Mequon and has been very affective. Mr. Piotrowski noted that this would help in place of TIF assistance due to the potential need to take down the current building. Further discussion ensued on decision making process and the methods used by Mequon. Attorney Fuchs verified that all decision will be at the board's discretion.

It was moved by Trustee Springman and seconded by Trustee Baker to approve the Recommendation to Sell and Market Public Works Facility, 8717 North 43rd Street. The motion carried unanimously.

E) Review and Recommendation of 2016-2021 Comprehensive Outdoor Recreation Plan

This item has been put on hold until the November 16, 2015 board meeting.

F) Approve Purchase of an Email Exchange Licenses

Mrs. Hirn discussed the need to have a new email system to the village currently not being compliant with state statute. This email system will start January 1, 2016 and will start saving all email for the required seven year period. There was further discussion regarding the need for trustees to save personal and village related emails on their village issued iPad. Attorney Fuchs verified that he will look further into this and village staff will come up with a plan to handle whatever the decision may be. Mrs. Hirn also commented that she would look into making training on new email system.

It was moved by President Krueger and seconded by Trustee Schilz to approve Purchase of Email Exchange Licenses. The motion carried unanimously.

G) Approve Purchase of a Skid-Steer Loader Replacement

Mr. Hall discussed the need for a new skid-steer loader. There will be a discount because of preordering the item. Once this item is delivered the older skid-steer will be sold.

It was moved by Trustee Boschert and seconded by Trustee Oates to approve the Purchase of a Skid-Steer Loader Replacement not to exceed \$43,616. The motion carried unanimously.

H) Approve Purchase of a Toolcat Replacement

Mr. Hall discussed the toolcat which is in similar condition to the skid-steer. The same brand of equipment so that they can continue using their accessories. This toolcat has broken down multiple time

while plowing sidewalks.

It was moved by Trustee Boschert and seconded by Trustee Oates to approve Purchase of a Toolcat Replacement not to exceed \$44,205. The motion carried unanimously.

I) Approve Purchase of a 5-Yard Truck (#76) Replacement

Mr. Hall discussed the need of a replacement plow truck. A study was done within the North Shore regarding trucks per plow route which shows that we have the least amount of trucks per plow route.

It was moved by Trustee Awe and seconded by Trustee Boschert to approve Purchase of a 5-Yard Truck (#76) Replacement for the complete price of \$156,954. The motion carried unanimously.

J) August 2015 Financial Report

Mr. Hall reviewed the financial report.

K) September 2015 Vouchers

It was moved by Trustee Oates and seconded by Trustee Boschert to approve the September 2015 Vouchers. The motion carried unanimously.

VI. Village President's Report

- ICC met and would like to have the North Shore Fire Department come and make a presentation
- Fire Department met and went over financials
- Committee Vacancies are prevalent, next Magazine will address volunteering in committees

VII. Village Committee Chairperson Report

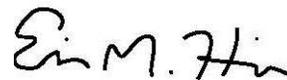
None

VIII. Village Manager's Report

- Feasibility study is online
- Budget workshop on Wednesday at 6:00 pm
- Budget will get approved on November 16, 2015
- League of Municipalities Conference next week at which Michael and Erin will be in attendance
- There has been an \$11 million dollar decrease in assessed rates

IX. Adjournment

It was moved by Trustee Springman and seconded by Trustee Schilz to adjourn at 8:00 p.m. The motion carried unanimously.



Erin M. Hirn, Assistant Village Manager