

**BROWN DEER VILLAGE BOARD
MAY 18, 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, Baker, Boschert, Oates, Schilz, Springman

Also Present: Michael Hall, Village Manager; John Fuchs, Village Attorney; Erin Hirn, Assistant Village Manager; 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; Brian Williams-Van Klooster, Director of Brown Deer Library; Ann Christiansen, Director of North Shore Health Department

II. Pledge of Allegiance

III. Persons Desiring to be Heard

Ann Griffin, representing the 4th of July Committee, appeared to distribute 4th of July raffle tickets to the Village Board members to sell.

IV. Consideration of Minutes: May 4, 2015 Regular Meeting

It was moved by Trustee Schilz and seconded by Trustee Boschert to approve the minutes from the May 4, 2015 - Regular Meeting. The motion carried, with Trustee Springman abstaining.

V. Unfinished Business

None.

VI. New Business

A) New "Class B" Liquor License for Millonzi's Entertainment Group, LLC d/b/a Zi's Sports Pub & Eatery

Ms. Kenda-Lubetski stated that the Village has received an original application for a "Class B" Intoxicating Liquor and Class "B" Beer License from Millonzi's Entertainment Group, LLC. The license desired is currently held by Prime Time Sports Bar & Eatery, 8777 North Deerwood Drive. The Village has received a letter signed by Dale and Janet Kassens, owners of Prime Time Sports Bar & Eatery, stating they would like to surrender the "Class B" Intoxicating Liquor and Class "B" Beer License to Torrey Millonzi. Ms. Kenda-Lubetski said a background check was completed by the Brown Deer Police Department, with the recommendation that Torrey Millonzi is acceptable to serve in the capacity as the Agent for the liquor license issued to this property. It will be necessary for Mr. Millonzi to take a Responsible Beverage Servers Course and submit a Certificate of Completion to the Village before a liquor license can be issued.

Torrey and Joelle Millonzi were in attendance to answer any questions. There were no questions posed to the Millonzi's regarding this pending sale.

It was moved by President Krueger and seconded by Trustee Oates to transfer and grant a New "Class B" Liquor License for Millonzi's Entertainment Group, LLC d/b/a Zi's Sports Pub & Eatery at 8777 North Deerwood Drive. The motion carried unanimously.

B) Approve a Memorandum of Understanding between the School District and the Village of Brown Deer to Market 7841 North 47th Street

Mr. Piotrowski described the details of how this will be a 6 month agreement with RFP, a well known commercial brokerage firm. They will be representing both properties with the intent to sell with a 6% commission on sale of property. This would be a contract with a marketing plan in hopes to draw interest to the Bradley West, Algonquin, and Lighthouse properties. Mr. Hall explained the memorandum of understanding the village has written in conjunction with this contract which details that once the properties are sold the school district would then get their assessed amount before any of the sale goes to the village. Trustee Oates asked if there is anything we can do if RFP isn't producing wanted results. Attorney Fuchs said that case would constitute as an allowable termination. Trustee Baker asked if properties could be sold independently which Attorney Fuchs verified based on the separate listing contracts. Mr. Piotrowski continued to explain how these properties would be listed along with the surrounding properties including the Bradley West properties. It was determined that both agreements, the listing and the memorandum of understanding, need to be agreed on tonight due to a school district meeting next Tuesday May 26th. Trustee Schilz asked if the school would be under any state constraints to prevent them from agreeing to this memorandum. Mr. Piotrowski explained they would only need a resolution which has already been signed last year. Trustee Springman asked about the distribution of sale if the properties sell. Mr. Fuchs went on to discuss the formula and reasoning behind the contract decisions. Mr. Piotrowski continued to express the reasoning of trying to foster the options of redevelopment in this specific area and that with all three properties being marketed together; there might be more interest than if marketed individually. It was clarified that this listing does not require any money up front and that RFP only gets a profit if they sell the properties. It was also clarified by both Attorney Fuchs and Mr. Hall that final decisions will not be made without board approval. Attorney Fuchs made clear that if the board doesn't agree with the Algonquin properties appraisal, there is an opportunity to discontinue the contract.

It was moved by President Krueger and seconded by Trustee Schilz to approve a memorandum of understanding between the School District and the Village of Brown Deer to market 7841 North 47th Street amended to include approval of the listing contract. The motion carried unanimously.

C) Resolution No. 15- “Amending the Village Parking Prohibition Table under Section 62-51(c) of the Village Code which adds On-Street Parking Restriction (west side) for North 42nd Street from Ruth Place to Dead-End”

Trustee Boschert explained the issues on 42nd Street that was brought to the Traffic and Public Safety Committee about parking and the narrowness of the road that affects residents getting in and out of their driveways. There were four choices: change the neighboring policies, restrict street parking on either the east or west side, eliminate parking on both sides of street, and widening the roadway. The Committee recommended to the board to eliminating parking on the west side of the street. Trustee Boschert also mentioned that Mr. Maederer would be painting dashes on the curbs in order to show where cars should park. Trustee Boschert went on to recommend that Mr. Maederer does not paint the curbs at this time. Mr. Maederer thought that was a reasonable recommendation and that we should wait and observe to see if the problems continue.

It was moved by Trustee Boschert and seconded by Trustee Awe to approve Resolution No. 15- “Amending the Village Parking Prohibition Table under Section 62-51(c) of the Village Code which adds On-Street Parking Restriction (west side) for North 42nd Street from Ruth Place to Dead-End”. The motion carried unanimously.

D) Ordinance No. 15-, “An Ordinance Creating Section 62-53 of the Brown Deer Village Code Pertaining to Parking Prohibited”

An Ordinance is required to make a prohibited parking sign enforceable by Chief Kass.

It was moved by Trustee Schilz and seconded by Trustee Oates to approve Ordinance No. 15-, “An Ordinance creating Section 62-53 of the Brown Deer Village Code pertaining to parking prohibited”. The motion carried unanimously.

E) Ordinance No. 15-, “An Ordinance Creating Section 14-64 of the Brown Deer Village Code Pertaining to the Renewal of Class A Fermented Malt Beverage and Intoxicating Liquor Licenses and Class B Fermented Malt Beverage and Intoxicating Liquor Licenses”

Ms. Kenda-Lubetski is proposing a fee of \$100.00 for those who are late turning in their liquor license renewal applications. The deadline for renewals is the 20th of May. Trustee Springman asked when liquor licenses expired. Ms. Kenda-Lubetski stated that the expiration of licenses is 12:00 (Midnight) on the 30th of June.

It was moved by President Krueger and seconded by Trustee Schilz to approve Ordinance No. 15-, “An Ordinance creating Section 14-64 of the Brown Deer Village Code pertaining to the renewal of Class A Fermented Malt Beverage and Intoxicating Liquor Licenses and Class B Fermented Malt Beverage and Intoxicating Liquor Licenses”. The motion carried unanimously.

F) Presentation by the Brown Deer Library

Mr. Hall described the performance measurements that will be shown in each presentation as a template. Mr. Williams-Van Klooster made a presentation regarding the Brown Deer Library. After reviewing the mission statement he reviewed the annual goals. The annual goals include: planning a 5-year comprehensive plan by December, increasing community partnership, 14 new desktop computers, and four laptop computers which stay in the library. He reviewed the revenues and expenses as well as the organizational chart, including other areas of village staff that contribute to their success. Funding primarily comes from reciprocal borrowing and property taxes. One item that continues to decrease is the reciprocal borrowing which is determined by circulation. Expenses primarily are for staff, material / services, and operations. Highlights of activities went into the specific outputs for the library which were listed in his presentation. The average total expenditures per capita is \$44.43, which is pretty close to Brown Deer \$44.50. There are many libraries that rely heavily on tax levy, where Brown Deer Library relies more on reciprocal borrowing. The library continues to conduct a survey and strive that at least 75% helped improve individual’s quality of life.

Trustee Springman wanted to know when the hours were increased in the library and which libraries are primarily funded by tax levy. Mr. Williams-Van Klooster stated that 2014 was when the hours increase took place and that he would look into which libraries were primarily funded by tax levy. Trustee Awe wanted to know if decreased circulation and PC use was pretty average throughout public libraries. Mr. Williams-Van Klooster stated the decrease in library use has been going on since 2006 statewide. President Krueger also asked about the relationship between the Education Foundation and the Library. Mr. Williams-Van Klooster helps financially support the 1,000 books before kindergarten. A brief discussion took place regarding the future of libraries. Trustee Awe commended the library for their kid activities and outreach.

G) Presentation by the North Shore Health Department

Ms. Christiansen made a presentation regarding the North Shore Health Department. After going through their mission statement, Ms. Christiansen went through the department organization chart as well as their annual goals. She also described the areas of revenue which include permits, tax levy, grants, and clinic fees and then the expenses which primarily fall in the following categories: expenses, wages,

administrative charges (rent, etc.), and fringe benefits. She described 10 areas that the health department focuses on including: monitoring health, informing/educating/empowering community members, linking people to healthcare, ensuring a competent workforce, mobilizing partnership, developing policies, diagnosing and investigation diseases, enforcing laws, and advancing the science of the health department. Ms. Christianson went on to describe the specific ways that the North Shore Health Department provides all these services to the seven North Shore communities. Performance measure is disease prevention and control, the goal is 100% of disease investigation of category 1 diseases. Discussion about TB compliance and the state requirements was discussed with questions from Trustee Oates. A discussion took place regarding drug use, in specific heroin, in the North Shore. There are discussions being held between all communities to see where the problems lie and what might need to take place in the future.

H) Review and Comment on the WPDES 2015 Annual Report for the Activities of 2014

Mr. Maederer explained the 2014 activity report. This report will be available for public viewing in the Brown Deer Library. Mr. Maederer went through the means by which we accomplished the requirements set up by bringing Sweet Water to a public event for education, changing drain inlets from stencils to disks for knowledge of storm water drain locations, 12 rain gardens on private property to promote storm water quality reduction, rain barrel art event, routine checks testing water quality, storm sewer map updates which will be incorporated in GIS system, water quality and detention from post construction locations, pollution prevention by monitoring DPW yard, trying to use less road salt, and currently have 38% storm water reductions. Mr. Maederer also reviewed last year's projects.

VII. Committee Appointments

President Krueger reviewed four new proposed committee appointments. These include: Mr. Don Raba for the Beautification Committee, Ms. Alicia Lemke for Traffic & Public Safety, Mr. Bob Wazniak for Traffic & Public Safety, and Ms. Marge Jaberg for Board of Appeals.

It was moved by President Krueger and seconded by Trustee Boschert to approve all four of the committee appointments. The motion carried unanimously.

VIII. Village President's Report

- MMSD adopted resolution regarding total destruction of Estes Park Dam, 1.7 million would be charged to county residents if the dam was repaired.
- 20th anniversary of the consolidation of the fire department with a possible event in October

IX. Village Manager's Report

- Update on Feasibility Study, presentation to come from Bray Architects as well as a tour at the police department next board meeting at 5:00 pm and then another tour the meeting after at DPW 5:00 pm.
- Darby the Deer
- Request from Trustee Boschert to make an agenda item regarding property maintenance.

X. Adjournment

It was moved by Trustee Springman and seconded by Trustee Schilz to adjourn at 8:29 p.m. The motion carried unanimously.


Jill Kenda-Lubetski, Village Clerk