

**BROWN DEER VILLAGE BOARD  
MAY 17, 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, Oates, Schilz, Springman

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

Excused: Trustees Boschert and Weddle-Henning

**II. Pledge of Allegiance**

**III. Persons Desiring to be Heard**

Village President Krueger distributed raffle tickets on behalf of the 4th of July Committee.

**IV. Consideration of Minutes: May 3, 2010 – Regular Meeting**

*It was moved by Trustee Schilz and seconded by Trustee Oates to approve the minutes of the May 3, 2010 regular meeting. The motion carried unanimously.*

**V. Committee Reports**

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

No report.

**B) Beautification Committee – Trustee Oates**

Trustee Oates reported on the Arbor Day activities, the review of the Tri-City Bank landscaping plan, the ceremony planning for the landscaping awards, and the committee's fund raising efforts.

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

There was no committee meeting held, however, Trustee Springman updated the Board on the status of the School District's swimming pool.

A brief discussion ensued regarding the timeframe and the costs for closure and repair of the pool.

The Village Board requested a report from the Park and Recreation Director on the status of the swimming lessons program.

**D) 4th of July Committee – Village President Krueger**

President Krueger noted that pricing was approved for the food and beverages.

Trustee Oates asked if tickets were going to be used for purchasing food at the event. President Krueger indicated that they would.

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

No meeting.

**F) Library Board – Trustee Baker**

Trustee Baker reported on the installation of additional security cameras, the plant and book sales, the receipt of the Gates Foundation funds, and the ongoing capital improvement discussions.

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

The next CDA meeting is scheduled for May 19th.

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

**1) Ordinance No. 10-, “An Ordinance Amending the Village of Brown Deer Village Code, Section 121-156 to Reduce the Minimum Lot Width and Corner Lot Area Requirement in the R-1 Residential District”**

Mr. Piotrowski reviewed the proposed code changes with the Board along with the Plan Commission’s favorable recommendation.

Trustee Oates asked what caused the need for the changes. Mr. Piotrowski stated that staff noticed the inconsistencies while reviewing a recent certified survey map request.

*It was moved by Village President Krueger and seconded by Trustee Schilz to adopt Ordinance No. 10-, “An Ordinance Amending the Village of Brown Deer Village Code, Section 121-156 to Reduce the Minimum Lot Width and Corner Lot Area Requirement in the R-1 Residential District”. The motion carried unanimously.*

**2) Certified Survey Map for a land division at 6667 W. Floral Lane**

Mr. Piotrowski reviewed the proposal and noted the favorable recommendation from the Plan Commission.

*It was moved by Village President Krueger and seconded by Trustee Schilz to approve the Certified Survey Map for a land division at 6667 W. Floral Lane. The motion carried unanimously.*

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

**1) Bids for 2010 Asphalt Paving Project**

Ms. Souffrant briefly discussed the bid that were received and the overall project budget.

Trustee Baker asked why only one bid was received. Mr. Thyges noted that only a few contractors are able to handle projects of this size and scope.

Trustee Springman inquired about the crack-sealing program. Mr. Thyges indicated that the project is a separate bid package that has been distributed.

Trustee Schilz inquired about the amount of savings that is realized through joint bidding. Mr. Thyges indicated that some savings has been realized, however, not as much as originally anticipated.

Trustee Springman asked if the School District was invited to participate in the joint bid. Mr. Thyse indicated that the bidding was for road projects; therefore, the School District was not included in the discussions. Mr. Van Gompel did note that there is a provision that could allow the School District to take advantage of the bid pricing if the contractor is agreeable.

*It was moved by Trustee Oates and seconded by Village President Krueger to award the 2010 Asphalt paving Project contract to Payne and Dolan in an amount not to exceed \$229,404.74. The motion carried unanimously.*

## **2) Identity Theft Program**

Ms. Souffrant reviewed the policy proposal and the Federal requirements that are driving the project.

Trustee Schilz asked how day-to-day operations would be affected. Ms. Souffrant noted that the primary changes would be to how particular types of paperwork are filed.

*It was moved by Trustee Oates and seconded by Village President Krueger to approve the Identity Theft Program policy. The motion carried unanimously.*

## **3) Consideration of Vouchers**

*It was moved by Trustee Oates and seconded by Trustee Schilz to approve the payment of the vouchers and to ratify for payment invoices due on or before May 17, 2010. The motion carried unanimously.*

### **J) Personnel Committee – Trustee Baker**

No report.

## **VI. Unfinished Business**

### **A) Discuss Steps and Information Needed to Consider Dispatch Services Options**

Mr. Van Gompel reviewed the matter and noted that there have been discussions among the North Shore municipal managers about a full consolidation of dispatch services. Mr. Van Gompel requested further direction from the Board.

Trustee Schilz noted that information comparing the technology plan for the Brown Deer dispatch center versus what would be needed for consolidation.

Trustee Baker asked for additional information about the financial comparisons and the source of the numbers that were originally provided. Trustee Baker also voiced his concern with consolidating dispatch services due to the fact the Brown Deer is unique from other North Shore communities.

A brief discussion ensued pertaining to the level of service that is expected and what the effects of a consolidated dispatch center may be.

Trustee Baker asked if Brown Deer could host a joint dispatch center. Mr. Van Gompel noted that space would be the primary obstacle.

*It was the consensus of the Board to schedule a tour of other dispatch centers and presentations from Bayside and Tri-Comm about their proposals.*

**VII. New Business**

None.

**VIII. Committee Appointments**

The Board reviewed the three applications and discussed the applicant's qualifications.

*It was moved by Village President Krueger and seconded by Trustee Schilz to appoint Galyn Bennett and Susan Glowinska to the Finance and Public Works Committee. The motion carried unanimously.*

**IX. Village President's Report**

Village President Krueger reported on the following;

Attending the North Shore Fire Department meeting and the audit review  
Attending the ICC meeting and the discussions about a health insurance cooperative

**X. Village Manager's Report**

Mr. Van Gompel reported on the following:

Bill Hoffmann was elected as the Board of Review Chairman and the open book schedule  
Attending the UW-Extension open house event  
Village audit has been completed.

**XI. Recess into Closed Session pursuant §19.85(1)(e) Wisconsin Statutes for the following reasons:**

- (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

*It was moved by Trustee Springman and seconded by Trustee Baker to recess into closed session at 7:50 p.m. The motion carried unanimously.*

*It was moved by Trustee Springman and seconded by Trustee Baker to reconvene into open session at 8:57 p.m. The motion carried unanimously.*

**XII. Adjournment**

*It was moved by Trustee Springman and seconded by Trustee Schilz to Adjourn at 8:58 p.m. The motion carried unanimously.*

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Russell Van Gompel, Village Manager