



**BROWN DEER VILLAGE BOARD
MAY 2, 2022 MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by President Montgomery at 6:30pm.

I. Roll Call

Present: Village President Montgomery, Trustees Booker, Johnson, Owens, Quirk, Siegrist, and Thompson

Also Present: Village Attorney Polk, Village Manager Burkart, Community Development Director Piotrowski, Public Works Director Maederer and Village Clerk Brustmann

II. Persons Desiring to be Heard

Fred Lange, 8414 N. Meadowside Court, Brown Deer, stated he is a 25-year resident, and very thrilled to hear about the plans for Ten Mile Park. Mr. Lange expressed a need for a sidewalk along N. Teutonia Avenue from Dean Road/Meadowside subdivision, underneath the railroad tracks and connecting to the Oak Leaf Trail and Original Village for safety precautions.

Ruth Brye Braden, 8594 N. 59th Street, Brown Deer, stated she is a 35-year resident, current Library Board President & a member of the Friends of the Library. Ms. Brye Braden addressed her concerns with Ordinance 22-02 amendment (Item D) and supports a Village Trustee to continue as a member of the Library Board. Ms. Brye Braden recommended Trustee Quirk for appointment.

III. Elected Officials & Staff Reports

No discussion or action was taken.

IV. Consent Agenda

- A) Consideration of Minutes – April 18th, 2022
- B) Consider Appointing Angela Waters to the Milwaukee County Economic Development Land Sales
- C) Consider 2022-23 Village Board of Trustee Appointments to Village Boards, Committees, and Commissions
- D) Consideration of a Temporary Class “B” / “Class B” License for Fermented Malt Beverages at the Brown Deer Fourth of July Celebration

It was moved by Trustee Siegrist and seconded by Trustee Thompson to approve the consent agenda as presented. The motion carried unanimously.

V. New Business

- A) **Present Proclamation for North Shore Health Department and Introduce New Director Becky Rowland**

Health Director Becky Rowland introduced herself to the Village Board and presented Interim Health Director Kathy Platt with a proclamation recognizing her extraordinary commitment to the North Shore Health Department and to the public during her transitional role.

B) Update and Possible action on American Rescue Plan (ARPA) Funding Allocation for Ten Mile Park (API Site) Buildout

Community Development Director shared that for many years the Village discussed turning the former API storage site into a new public park. As a part of the Capital Improvement planning process of 2021 the use of \$926,736 of American Rescue Plan (ARPA) funding was identified for the purpose of clearing this site and to start building out a trailhead/restroom facility. The Board approved a \$27,000 contract with Kapur Engineers and RINKA architects to prepare plans for the site and restroom facility, with an estimated construction budget of \$833,555.00. An additional \$100,000.00 for site demolition, grading, and clearing of the site is not included in the budget estimate. Building out park improvements would entail additional cost and Village staff has been seeking out new funding sources.

It was moved by Trustee Quirk and seconded by Trustee Booker to reaffirm the use of \$926,736 for the build out of Ten Mile Park and an authorization for staff to continue to explore and submit for grant opportunities to complete the project. The motion carried unanimously.

C) Review & Comment on the WPDES NR216 and MMSD Ch. 13 Annual Report for the Activities for Calendar Year 2021

Director of Public Works/Village Engineer Maederer stated the Village submitted a joint application with the other North Shore communities for a WI Pollutant Discharge Elimination System Permit to the DNR. This North Shore group was reissued a permit and is required to submit an annual report to the DNR for its review to determine progress on the implementation of the storm water management program to ensure compliance.

D) Consider Ordinance 22-02 Amending, Sec. 2-547 of the Brown Deer Village Code regarding Creating and Composition of the Library Board

In 2019, the Village Board approved a change to the ordinance that required one Village Trustee to be appointed to the Library Board. President Montgomery made a request to review this action and determine if the Village Board would like to go back to the original language, which did not require a Village Trustee appointment to the Library Board. Discussion followed regarding representation of Village Trustees on all committees and Trustees aiding in communication amongst committees, commissions, or boards.

It was moved by Trustee Thompson and seconded by Trustee Booker, with Trustees Quirk and Siegrist opposing, to approve Ordinance #22-02 Amending Sec. 2-547 of the Brown Deer Village Code regarding creating and composition of the Library Board. The motion carried 5-2.

E) Consider Communications & Marketing Coordinator Position

Village Manager Burkart noted the Village has a need for additional resources to improve our communications and marketing efforts. There is a vacant .75 FTE position within the budget to create

this position. The Personnel Committee did review the job description at its April 2022 meeting and recommended the position proceed to the Village Board for consideration.

It was moved by Trustee Owens and seconded by Trustee Siegrist to move to authorize staff to hire for the Communications and Marketing Coordinator position. The motion carried unanimously.

F) Consider Resolution 22-05 Declaring International Migratory Bird Day in the Village of Brown Deer

President Montgomery read verbatim Resolution No. 22-05 declaring International Migratory Bird Day in the Village of Brown Deer.

It was moved by Trustee Thompson and seconded by Trustee Siegrist to adopt Resolution No. 22-05 Declaring International Migratory Bird Day in the Village of Brown Deer. The motion carried unanimously.

G) Discuss and Possible Action on Approving Village Manager Evaluation Form and Goals for 2022-23

Village Manager Burkart noted the Personnel Committee reviewed the evaluation form and goals and made recommendations to the Village Board for their consideration.

It was moved by Trustee Siegrist and seconded by Trustee Booker to approve the Village Manager evaluation form and goals for the 2022-23 period. The motion carried unanimously.

H) Consider Electing a Vice Chair for the Village Board for 2022-23

President Montgomery stated the Village Board currently does not have a Vice Chair. The elected Vice Chair would serve as Chair if the President were absent over the next 12 months.

It was moved by Trustee Owens and seconded by Trustee Thompson, with Trustee Booker abstaining, to nominate Trustee Booker to serve as Vice Chair for the 2022-23 Village Board meetings. The motion carried 6-0.

I) Consider Appointing and Swearing-In Caren Brustmann as Interim Treasurer

Village Manager Burkhart stated the Village will need an Interim Treasurer during this period of transition. Village Clerk Caren Brustmann is being recommended to serve as the Interim.

It was moved by Trustee Quirk and seconded by Trustee Thompson to appoint Caren Brustmann as Interim Treasurer. The motion carried unanimously.

VI. Recess into Closed Session pursuant to Wis. Stat. §19.85(1)(c) for the following reasons:

(c) To consider, employment, promotion, compensation, or performance valuation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

1. Discussion on Separation Agreement with former Treasurer / Comptroller

It was moved by Trustee Thompson and seconded by Trustee Quirk to recess into Closed Session pursuant to Wis. Stat. §19.85(1)(c) for the following reasons: to consider, employment, promotion, compensation, or performance valuation data of any public employee over which the governmental body has jurisdiction or exercises responsibility specifically discussion on separation agreement with former treasurer/comptroller. The motion carried unanimously.

VII. Reconvene into Open Session for Possible Action on Closed Session Deliberations

1. Consider Separation Agreement with former Treasurer / Comptroller Susan Hudson

It was moved by Trustee Thompson and seconded by Trustee Booker to reconvene into open session. The motion carried unanimously.

It was moved by Trustee Thompson and seconded by Trustee Siegrist, with Trustee Johnson abstaining, to approve the separation agreement with former treasurer/comptroller Susan Hudson. The motion carried 6-0.

VII. Adjournment

It was moved by President Montgomery to adjourn at 8:10 p.m.

s/ Caren Brustmann
Caren Brustmann
Village Clerk