

**BROWN DEER VILLAGE BOARD
MAY 6, 2019 MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by Village President Wanda Montgomery at 6:30 P.M.

I. Roll Call

Present: Village President Wanda Montgomery; Village Trustees: Quirk (6:40), Schilz, Spencer, Wedward

Also Present: Michael Hall, Village Manager; Jill Kenda-Lubetski, Village Clerk; John Fuchs, Village Attorney; Mike Kass, Chief of Police; Erin Hirn, Assistant Village Manager; Susan Hudson, Comptroller; Nate Piotrowski, Community Services Director

Excused: Village Trustee Jeff Baker

II. Pledge of Allegiance

III. Persons Desiring to be Heard

Village President Montgomery read a statement of gratitude and appreciation for the residents' support throughout her campaign for Village President.

IV. Consent Agenda

- A) Consideration of Minutes: April 15, 2019 – Regular Meeting
- Consideration of Minutes: April 29, 2019 – Special Meeting

It was moved by Trustee Schilz and seconded by Trustee Wedward to approve the consent agenda items. The motion carried unanimously.

V. New Business

A) Review and Consideration of Limited Use License for a Parklet at 8752 North Deerwood Drive

Mr. Piotrowski stated the owner of Kurt Schulz's Deli on Deerwood Drive, Brian Kennedy, is requesting permission to establish a "parklet" directly in front of his business. He said the seating area would consist of the three parking spaces adjacent to the deli. The area would be an elevated deck with tables, chairs and an area for bicycles. The parklet would be for the Spring/Summer months only, May through September. The owner is hoping to have large boulder-type rocks placed on each corner of the parklet.

A discussion ensued regarding parking concerns from Zi's, tables and chairs being chained together to avoid theft, removal for the winter months, PVC fencing around the area, and insurance approval.

It was moved by Trustee Schilz and seconded by Trustee Wedward to approve the Limited Use License for a Parklet at 8752 North Deerwood Drive, as amended. The motion carried unanimously.

B) Discussion and Possible Action to Fill Vacant Village Trustee Seat

President Montgomery stated that due to her winning the seat of Village President, there is a vacant Village Trustee seat.

Attorney Fuchs advised there are three ways to fill the vacancy: 1) leave vacant; 2) hold a special election which would be held in April of 2020 for the remainder of the term of one year; 3) Appointment by a majority of the Village Board members.

Trustee Wedward asked if they should wait for Trustee Baker to be in attendance and decide?

Attorney Fuchs referred to Option No. 3 (a majority of the Village Board members).

Trustee Quirk recommended Gary Springman to fill the vacant seat.

Trustee Wedward agreed and commented that it makes sense since he finished third in the April election and has experience as an elected official.

President Montgomery stated she would like the opportunity for others to apply to fill the vacant seat.

As Trustee Baker will not be in attendance at the May 20, 2019 meeting, this item will need to be addressed at the June 3, 2019 Village Board meeting, as the very first item of business on the agenda.

It was moved by President Montgomery and seconded by Trustee Schilz to table (sic lay over) the Vacant Village Trustee Seat to the June 3, 2019 Village Board meeting. The motion carried unanimously.

C) Trustee Committee/Commission/Board Assignments

The Village President stated that due to no action being take for Item 5(B), she would not be making any Trustee recommendations.

Trustee Quirk requested that any committee/commission/board members that resign put their intentions in writing and submit to the Village.

It was moved by President Montgomery and seconded by Trustee Spencer to table (sic lay over) Trustee Committee/Commission/Board Assignments to the June 3, 2019 Village Board meeting. The motion passed unanimously.

D) Selection of Committee/Commission/Board Chairperson

Mr. Hall stated the Village Board determines the Chair person for the Finance & Public Works Committee, Traffic & Public Safety Committee, and the Personnel Committee.

Because there was no action taken at this meeting regarding the vacant Village Trustee seat, there was no action taken to select a Chair person for these three committees.

It was moved by Village President Montgomery and seconded by Trustee Wedward to table (sic lay over) the Selection of Committee/Commission/Board Chairpersons. The motion carried unanimously.

E) Committee Appointments

Trustee Quirk stated that we have one too many candidates for the Beautification Committee. She said there is only one vacancy and she proposed that the Village Board table the Chris Loebach nomination and move forward and confirm the appointment of Kathleen Schilz, as she was a founding member of the Committee.

Attorney Fuchs stated that the Beautification Committee can have a maximum of seven (7) voting members.

President Montgomery stated that Beautification Committee member Brad Kral was resigning from the committee and, therefore, there would be an opening for both individuals. She said that she has been contacting all individuals that serve on more than one committee/commission/board and asking them to resign to serve on only one so that other individuals can also volunteer and serve the community.

Trustee Schilz offered a brief explanation of the Community Development Authority (CDA). A discussion

ensued regarding the responsibilities of the CDA, including the review of legal matters, TIF funds, blighted areas, redevelopment projects, and the nature of the CDA is more technically involved.

Trustee Quirk questioned Laura Grisson and her background for serving on the Plan Commission.

Trustee Schilz asked if Carla Teat believed she had the technical background to serve on the CDA.

Mr. Renee Booker offered a brief explanation of his background and work history.

It was moved by Trustee Quirk and seconded by Trustee Wedward to appoint Nicole Robbins to the Board of Review, Renee Booker to the Plan Commission and Priscilla Hightower Thompson to the Tourism Commission. The motion carried unanimously.

It was moved by Village President Montgomery and seconded by Trustee Quirk to table (sic lay over) the other nominations to the June 3, 2019 Village board meeting. The motion carried unanimously.

VI. Village President's Report

President Montgomery stated she has been very busy. She said she summarized her activities in a report dated May 6. She advised all to refer to and read the report, which is included with the Weekly Packet for today's meeting.

VII. Manager's Report

- Mr. Hall said the Ethics Complaint filed by Jim Farmer was not on this meeting's agenda because none of the 10 named in the complaint requested indemnification.
- He said a meeting was held regarding moving forward with the API site.
- He said a meeting is scheduled for May 23, 2019 with OPN regarding the Library Vision.
- He reminded all that the Volunteer Appreciation Dinner is Friday, May 17, 2019.
- He said all are welcome to join the Arbor Day celebration on Saturday, May 11, 2019.
- He said a joint meeting with the school district, police department and Village Hall staff is scheduled for May 13, 2019, regarding assisting residents that are in need within the community.

Trustee Schilz asked if was possible to contact the Bublr Bike organization to see if we could get a bike rental location in the Village.

Mr. Piotrowski stated he contacted the Bublr Bike folks about two years ago and they had no interest to place a rental location in the Village of Brown Deer. He said the decision is based on population and ridership; however, he will contact them again and see if they would be interested in placing a rental location near the Oak Leaf Trail.

VIII. Adjournment

It was moved by Trustee Wedward and seconded by Trustee Quirk to adjourn at 7:13 p.m. The motion carried unanimously.