

Village of Elm Grove Board of Trustee Meeting Minutes

**DRAFT**

Board of Trustee Call to Order:

The meeting was called to order at 7:34PM.

Roll Call:

PRESIDENT PALMER  
TRUSTEE CORNELL  
TRUSTEE DOMASZEK - absent  
TRUSTEE HAAS  
TRUSTEE KRESSIN  
TRUSTEE MICHALSKI  
TRUSTEE SAYAS  
DAVID DEANGELIS, VILLAGE MANAGER  
HECTOR DE LA MORA, VILLAGE ATTORNEY  
TOM HARRIGAN, ZONING ADMINISTRATOR  
MICHELLE LUEDTKE, VILLAGE CLERK/DEPUTY TREASURER

The Pledge of Allegiance was recited.

- 1.) Public Hearing – none.
- 2.) Public comments – please note comments read into record are included in the minutes. Comments emailed to Village Board members, but not read aloud, are not included.

Marj Kozlowski – 1225 Vista View Drive – Update on the operation of the Elmbrook Senior Taxi. Covid continues to have an impact. Business is going up. About 400 rides so far. 55% seniors, 45% disabled adults. 70% of normal ridership. The senior center wheel programs are still not open from the county. Most of their rides are for appointments training, medical, and grocery. CDC still says masks in the vehicles. They added a full time employee. First one in 28 years. Goal is to focus on ridership. Work on efficiency. They received the 2<sup>nd</sup> round of PPE. Their two largest foundation supporters supplied additional funds. One new sponsor – Waterstone Bank. Try to contain costs. Key factor is getting those senior dining facilities open. Thank you for the continued support. It is much appreciated. The challenge going forward is no more PPE funds. If there is anything extra, they can use help going into next year. They were good coming out of the pandemic. They hope to get back up to 1000 rides per month. They use software that tracks all of these rides which allows her to give all of these numbers.

Richard Schaefer - 13165 Lee Court – He would like to talk about St Mary’s. Lived here over 40 years. Raised 4 kids here. Got on the website and looked at what was passed 5-10 years ago for the comprehensive master plan for Elm Grove. Quote from page 62 “need to retain the character of existing neighborhoods and downtown commercial area”. In surveys, a theme was retaining and preserving existing conditions. He doesn’t believe the numbers of adding all of those new residents on 32 acres. The other thing that is coming to his attention is a lot of younger families in his neighborhood and they are concerned about the overabundance of apartment dwelling. What it would cost to the schools and police. And the cost to implement. The construction period alone is at least 2-3 years. The traffic would be a major concern. Especially on Watertown Plank Road. Consider taking it to an advisory referendum. It would be easily to place it on the April ballot.

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Susan Freedy – 840 Curtis Drive – Past president and past trustee. She had heard comments about the school sisters. Thinks we need to develop the property. She has concerns about how it is now. Pristine residential community. We have apartment buildings came in before the incorporation and the new one out on Bluemound Road. Believes this divides the community with things like the pool. The castle is made of sandy colored brick. There is no continuity. It is trying to tie to the watermark but is mostly brown board with some stone. The landscaping is prairie grass to eliminate maintenance. She looked at the Chadwick development near Fox Point. The grass was not prairie grass – it was chunk stuff. We have an apartment building on Bluemound Road. She would like to know the percentage rented. Out of a three story building she believes there to be five units rented. We cannot rent this one, but we would like to build another apartment complex. What is the purpose of bringing this in? It is much too dense. She believes this will not bring volunteers to this community. This is an extended stay as far as she is concerned. She is concerned about the potential for a change of setback from twenty down to ten. We have declined folks for one foot. On green meadow they have an eight foot side setback. This is a pocket community. Changing the ordinance to meet one developer is wrong. She really thinks this is a negative on values around there area. And it brings Elm Grove down a peg. Her other point is about the TIF. Her understanding that water, sewer, roads go under TIF – but not underground parking. This is not a residential problem. She believes they need to look at this better. It should be high class condos and prestige homes. Not parking people into the apartments. Have the public hearing sooner rather than later. Listen to your constituents.

Heather Weber – 13445 Tosca Court – President of the Elm Grove Business Association. They have had 10 new business members - 30% increase. They do ribbon cuttings and would love to have village board attendance at those events. Also have holiday open house on November 13<sup>th</sup>. Only one day this year - Saturday. No Friday. Horse drawn wagons and sancta. Calendar coming out soon. Walk-the-Plank event at the end of October. They want to encourage businesses to take advantage of those joint opportunities.

Susie Stewart - 12980 W Bluemound Road - The idea that we have land does not mean we have to stick things in it. The amount of the subsidy doesn't work. Her units are replacing water heaters every 2-5 years. People are deciding not to come to Elm Grove because of the water. Until you get your basics taken care of, these other things should garner more of your attention. With her experience in IL, a builder there received breaks and it did not help the community. She echoes the sentiments of the other speakers asking for more thought.

**Hearing no one else present or on Zoom who wished to speak – the public comment period was closed.**

3.) Approval of Agenda

**MOTION BY TRUSTEE CORNELL, SECOND BY TRUSTEE MICHALSKI, TO APPROVE THE AGENDA AS PRESENTED.**

**ALL WERE IN FAVOR. MOTION CARRIED.**

4.) Approval of Minutes

- a. 2021-08-23 Board of Trustee DRAFT Minutes.

**MOTION BY TRUSTEE MICHALSKI, SECOND BY TRUSTEE SAYAS, TO APPROVE THE**

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**MINUTES AS PRESENTED.**

**ALL WERE IN FAVOR. MOTION CARRIED.**

- b. 2021-09-20 Committee of the Whole DRAFT Minutes.

**MOTION BY TRUSTEE CORNELL, SECOND BY TRUSTEE SAYAS, TO APPROVE THE MINUTES AS PRESENTED.**

**ALL WERE IN FAVOR. MOTION CARRIED.**

- 5.) Report of the Village President - Neil H. Palmer

- a. Review and possible action on the appointment of Natalie Schneider to the Plan Commission. Term to end 5/1/2023.

**MOTION BY PRESIDENT PALMER, SECOND BY TRUSTEE MICHALSKI, TO APPROVE THE APPOINTMENT OF NATALIE SCHNEIDER TO THE PLAN COMMISSION. TERM TO END 5/1/2023.**

**ALL WERE IN FAVOR. MOTION CARRIED.**

President Palmer has another candidate for the Plan Commission – Sarah Wynia Smith. We will likely have a special meeting for her appointment. More information to come.

- 6.) Report of Fire Chief - David Kastenholtz

- a. August Fire Department Report.

- 7.) Report of Police Chief - James Gage

- a. August Police Department Reports.

- 8.) Report of EMS Director - Dr. Jon Robinson

- a. No report.

- 9.) Report of Village Clerk - Michelle Luedtke

- a. Review and possible action for a Special Event Permit for the Elm Grove Business Association's first annual Walk-the-Plank Business Trick-or-Treat Event.

Trustee Haas is concerned about closing the roads for the time listed. And if all businesses have signed on to this closure.

Heather Weber from the Elm Grove Business Association indicated not all businesses have signed on. The businesses she has talked to are fine with that. She has an amendment. They will not need Elm Grove Street

Trustee Haas asked about the parking lot. Ms. Weber indicated they chose not to go into the parking lot for the safety of kids and their family. Because of the crossing of the roads and railroad. They can keep it tighter if the road is closed. They are bringing pop up tents for those located outside the closure. All of those would be allowed within the area.

Trustee Haas added info about the car show and how it didn't work well.

President Palmer added that if you move it to the parking lot, the grocery store is still open. There would still be traffic.

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Trustee Haas said you would have put up barricades anyway.

Ms. Weber wants to highlight the number of businesses and does not think that can be accomplished by placing them in the parking lot.

Trustee Sayas asked how many businesses have signed up. Ms. Weber said 15 so far. She would like to see 30. She also indicated the car show closed different roads.

Trustee Haas indicated it was a Sunday and this would be a Saturday. Ms. Weber feel this is a great opportunity to get people to come in and shop. Increase sales for these businesses.

Trustee Cornell added that the Park & Shop with the restaurant, the 890 building, etc. - the parking lot is packed.

President Palmer believes it will be easy to get around based on their new map.

Ms. Weber has sent out the letter per the application requirements.

President Palmer clarified that there will be six business buildings included. Ms. Weber added with the change of the map, four businesses no longer impacted.

Manager DeAngelis asked how many letters were sent. Ms. Weber said 180. Zoning Administrator Harrigan confirmed.

Ms. Weber indicated no one has sent her any concerns over the closure.

Trustee Sayas asked what the best way to promote street closures: Signage. Banner.

President Palmer added that like other events that close roads, this is not a major inconvenience. This is pretty minor.

Trustee Haas believes this will impact the street and businesses. The other events are on Sunday or holiday when traffic flow to businesses is less.

President Palmer indicated that even with those events there are still detour signs.

Trustee Sayas thinks advanced notice would be fair for road closures.

Ms. Weber indicated a postcard mailing would be sent to everyone with the road closure. As soon as they can afford it with donations.

Attorney De la mora confirmed the Certificate of Insurance has been included and is acceptable.

**MOTION BY MICHALSKI, SECOND BY TRUSTEE KRESSIN, TO APPROVE THE SPECIAL EVENT PERMIT FOR THE ELM GROVE BUSINESS ASSOCIATION'S FIRST ANNUAL WALK-THE-PLANK BUSINESS TRICK-OR-TREAT EVENT.**

**ALL WERE IN FAVOR. MOTION CARRIED.**

10) Report of Village Manager - David DeAngelis

- a. Review and possible action for the Elmbrook Humane Society Yearly Services Agreement.

Manager DeAngelis introduced and recommended the item. There is no increase in fees.

**MOTION BY TRUSTEE HAAS, SECOND BY TRUSTEE SAYAS, TO APPROVE THE ELMBROOK SOCIETY YEARLY SERVICES AGREEMENT.**

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**ALL IN FAVOR. MOTION CARRIED.**

Manager DeAngelis referred to the attached memo with an updated project status list. There will be another Committee of the Whole meeting when additional financial information is available later in the week for the Mandel TIF and Public Hearing.

President Palmer asked for changes to be made to the project status list: item 3 should be 'proposed' TID 3, clarify what TID 2 is "storm water"

Trustee Haas asked about relocation and the appraisal. He wanted to know if the cost of purchasing the Martizing building included the cost of toxic waste remediation.

Manager DeAngelis confirmed. Trustee Haas asked what the costs would be. Manager DeAngelis indicated Attorney De La Mora's office staff is working with a 3<sup>rd</sup> party entity to figure out the cost. This would be covered by insurance. Trustee Haas asked if the insurance cost would be with the previous owner. Manager DeAngelis confirmed.

President Palmer added that a seller cannot sell the property with contamination. They are aware that they are going to have to pay for that.

Trustee Haas clarified with the public that we can't just cover it over in this section given the project we are trying to complete.

Manager DeAngelis detailed a report from DNR. He forwarded the report to appraiser and legal counsel. There has been some change over in the DNR office, but we should have all of the required information in the final appraisal report.

Trustee Kressin asked if it is just land value or with all of the remediation. Manager DeAngelis indicated it would be the value as a developable site.

Manager DeAngelis continued with his report. Highland Avenue is done and paved. Shouldering will be completed the rest of the week and then striping. Mt. Kisco will be closed for two days for storm water. San Fernando is closed now. Highland will have grading and storm water there. The road will be open with a flagger. This is all part of the North Avenue work.

11.) Report of Village Attorney – Hector De La Mora

- a. Attorney De La Mora had no report at this time.

12.) Report of Standing Committees - Please review the minutes on our website for more details.

1. Plan Commission - Trustee Michalski
  - i. At their last meeting, there was a review request for a special exemption – an addition to a legal nonconforming structure; attaching a deck to the back of the home. This item was approved. The next item request for approval of CSM for the School Sisters property. Going through the related items for the planned development overlay, there was no action at this time. They are waiting for the public hearing to be scheduled. At this time, the commission unanimously found them to be compliant. For more information, please see the minutes on our website.
2. Library Board - Trustee Sayas

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- i. Fall programming will move indoors and if needed will be held virtually. The FOEGL books sale will be held again this year as well as Lights of Love at the Village Park. The library is on budget and have recently accepted an anonymous \$5,000 donation for staff development needs. The library has reviewed final draft for facilities request and have updated their fines. For more information, please see the minutes on our website.
- 3. Public Works - Trustee Kressin
  - i. No meeting, no report.
- 4. Public Safety - Trustee Sayas
  - i. No meeting, no report.
- 5. Legislative - Trustee Domaszek
  - i. Review and possible action on an Ordinance for Chapter 65 of the Municipal Code; record retention for video recordings.

**MOTION BY TRUSTEE HAAS, SECOND BY TRUSTEE SAYAS, TO APPROVE AN ORDINANCE FOR CHAPTER 65 OF THE MUNICIPAL CODE; RECORD RETENTION FOR VIDEO RECORDINGS.**

**ALL IN FAVOR. MOTION CARRIED.**

President Palmer indicated the video posting has been encountering issues with syncing the audio and video. The Village staff is working on it. To make the sound better, we will try recording off of Zoom. We will figure something out.

- ii. Review and possible action on an Ordinance for Chapter 19 of the Municipal Code; election wards and reporting units.

**MOTION BY TRUSTEE HAAS, SECOND BY TRUSTEE CORNELL, TO APPROVE AN ORDINANCE FOR CHAPTER 19 OF THE MUNICIPAL CODE; ELECTION WARDS AND REPORTING UNITS.**

**ALL IN FAVOR. MOTION CARRIED.**

- iii. Review and possible action on an Ordinance for Chapter 106 of the Municipal Code; the description and value of work for building permits.

**MOTION BY TRUSTEE HAAS, SECOND BY TRUSTEE MICHALSKI, TO APPROVE AN ORDINANCE FOR CHAPTER 106 OF THE MUNICIPAL CODE; THE DESCRIPTION AND VALUE OF WORK FOR BUILDING PERMITS.**

**ALL IN FAVOR. MOTION CARRIED.**

Trustee Kressin asked why we are looking to add this. Manager DeAngelis indicated the issue comes with the value of assessment for construction to be completed. The contractor does not reflect actual value with what they spend. This will help them report it as a true and actual expense thus allowing the

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assessor to give the property a better, more accurate value. The city of Brookfield currently does this and it has been working well for them.

President Palmer added it was not unusual for the contractor to put a plug number in there and not the actual developer amount. This does not aid the assessor in knowing the true and actual value.

6. Park and Recreation – Trustee Cornell
  - i. They talked about the pool house renovation. A preliminary draft list was compiled of what is needed to be completed with several estimated costs. We are waiting on additional numbers. Fall programming has begun. Winterizing of the pool and splash pad has been going well. Jerod will be working on replacing basketball hoops. For more information, please see the minutes on our website.
7. Administrative and Personnel - Trustee Michalski
  - i. No meeting, no report.
8. Finance and Licensing - Trustee Haas
  - i. Review and Act on Vouchers.

**MOTION BY TRUSTEE HAAS, SECOND BY TRUSTEE SAYAS, TO APPROVE THE VOUCHER LISTS AS SUBMITTED.**

**ALL WERE IN FAVOR. MOTION CARRIED.**

Capital budget meetings have begun. Trustee Haas went over the budget calendar.

13.) Other Business – none.

14.) Adjournment

There was no further business.

**MOTION BY TRUSTEE CORNELL, SECOND BY TRUSTEE MICHALSKI, TO ADJOURN THE MEETING.**

**ALL WERE IN FAVOR. MEETING ADJOURNED AT 8:35PM.**

Minutes transcribed by: Michelle Luedtke

Minutes Approved on: