

Village of Elm Grove Board of Trustee Meeting Minutes

**DRAFT**

Board of Trustee Call to Order:

The meeting was called to order at 7:31 pm.

Roll Call:

- PRESIDENT KOLESKI
- TRUSTEE SHEPHERD
- TRUSTEE STUCKERT
- TRUSTEE SCHINDLER
- TRUSTEE SAYAS
- TRUSTEE CASTILE
- TRUSTEE – VACANT

- DAVID DEANGELIS, VILLAGE MANAGER
- HECTOR DE LA MORA, VILLAGE ATTORNEY
- KATHERINE GEHL, ASST. VILLAGE MANAGER/ZONING ADMINISTRATOR
- SANDEE POLICELLO, VILLAGE CLERK/DEPUTY TREASURER

The Pledge of Allegiance was recited.

- 1.) Public Hearing – 12500 W. Bluemound – Better Coworks.  
No comments. Closed at 7:33 pm

**HEARING NO ONE PRESENT WHO WISHED TO SPEAK – THE PUBLIC COMMENT PERIOD WAS CLOSED AT 7:33 PM.**

- 2.) Public comments –  
Mary Inden - 14745 Watertown Plank Rd., spoke regarding the daylighting project. She is speaking to the size of the project, now estimated at \$5 million. She is not opposed to opening the creek. It has grown into a massive project. Traffic can affect businesses. She had a business that lost a couple hundred thousand dollars when the bridge was reconstructed. This will affect our businesses. She would like to have the landowners shown the extent of the change to the parking situation using barricades. This will require a referendum – citizens need to be shown the effects of the project. We have 6’ pathways now. Do we need a 12’ pathway? It will use up space. Shred Day is an event that is held in that parking lot. She would like it demonstrated to the residents and the business owners what the project will look like. She asked when the referendum would be held. The ingress and egress next to Zisters she views as a safety concern that could go to the Public Safety Committee.

President Koleski asked that residents making public comment send their comments to the Village Manager so that it can be assigned to a committee. He said we have started to collect resident email addresses and we are working toward establishing communications with residents.

**HEARING NO ONE ELSE PRESENT OR ON ZOOM WHO WISHED TO SPEAK – THE PUBLIC COMMENT PERIOD WAS CLOSED.**

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3.) Approval of Agenda

**MOTION BY TRUSTEE KOLESKI, SECOND BY TRUSTEE SAYAS, TO APPROVE THE AGENDA AS PRESENTED.**

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

4.) Approval of Minutes

- a. March 27, 2023 - Village Board of Trustee DRAFT Minutes.

**MOTION BY TRUSTEE SAYAS, SECOND BY TRUSTEE SCHINDLER, TO APPROVE THE MINUTES AS AMENDED.**

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

- b. April 12, 2023 - Village Board of Trustee Special Meeting DRAFT Minutes.

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

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

- c. April 19, 2023 - Committee of the Whole Meeting DRAFT Minutes.

**MOTION BY TRUSTEE SCHINDLER, SECOND BY TRUSTEE SAYAS, TO APPROVE THE MINUTES AS AMENDED.**

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

5.) Report of the Village President – Jim Koleski

- a. Review and act on Resolutions of Appreciation for former President Palmer and Trustees Michalski and Cornell.

Presented Koleski presented Neil Palmer with a Resolution of Appreciation.

- b. Review and possible action of Spring 2023 Committee Nominations.

An updated list of Spring 2023 Committee Nominations was provided to the Board just prior to the meeting. The changes include Wesley Parkin coming off the Recreation Committee, Frank Lorenz as chair of the Board of Appeals, one citizen member of the Sustainability Committee will step down to allow for Trustee Castile to be a voting member, Aaron Duch is added to the Board of Appeals due to Tim Clark’s resignation.

President Koleski said this was a record year for residents volunteering to serve; he thanked the community for their support.

**MOTION BY TRUSTEE SCHINDLER, SECOND BY TRUSTEE CASTILE, TO APPROVE THE SPRING 2023 NOMINATIONS AS PRESENTED.**

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

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- 6.) Report of Fire Chief - David Kastenholtz
  - a. March Fire Department Report
- 7.) Report of Police Chief – Jason Kubiak
  - a. March Police Department Report
- 8.) Report of EMS Director - Dr. Jon Robinson
  - a. No report.
- 9.) Report of Village Clerk – Sandee Policello
  - a. Review and possible action on Resolution 042423B for Elm Grove Special Events 2023.

**MOTION BY TRUSTEE STUCKERT, SECOND BY TRUSTEE SHEPHERD, TO APPROVE RESOLUTION 042423B FOR ELM GROVE SPECIAL EVENTS 2023.**

**ALL IN FAVOR. MOTION CARRIED.**

- 10.) Report of Village Manager - David DeAngelis
  - a. Review and possible action regarding appointment of a Village Trustee to fulfill the vacancy created by the election of the new Village President.

Mr. De Angelis presented a draft notice of vacancy and application form to the Board with an application deadline of May 11, 2023. A special Board of Trustee meeting will be scheduled to interview the applicants and proposed dates for the meeting were provided.

**MOTION BY TRUSTEE STUCKERT, SECOND BY TRUSTEE SCHINDLER TO APPROVE THE PROCESS TO APPOINT A TRUSTEE FOR PRESIDENT KOLESKI’S SEAT, TERM ENDING APRIL 2024.**

**ALL IN FAVOR. MOTION CARRIED.**

- b. Amendment to Section 80-2 of the Municipal Code, Conduct of Meetings changing the Village Board’s meeting date and time to the 4<sup>th</sup> Tuesday of the month with the meeting commencing at 7:00 pm.

Mr. De Angelis said moving the Board meetings to Tuesdays will allow for better meeting preparation. The change will be in effect for the May meeting.

**MOTION BY TRUSTEE SAYAS, SECOND BY TRUSTEE STUCERT TO APPROVE THE PROPOSED AMENDMENT TO SECTION 80-2 OF THE MUNICIPAL CODE, CONDUCT OF MEETINGS.**

**ALL IN FAVOR. MOTION CARRIED.**

Mr. De Angelis informed the Board that the Police and Fire Commission has started the process to replace the Fire Chief after his retirement. They have chosen to do an internal search.

The recreation manager position is still open. An offer was made to an applicant and was declined as she is continuing her education.

The Arbor Day celebration will take place on Saturday, April 29<sup>th</sup> from 11 am – 2 pm.

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The Lt. Governor will be here along with food trucks and vendors.

Mr. De Angelis read a letter that he gave President Koleski this afternoon, his retirement is effective August 1, 2023. He recommends that the Board seek proposals from firms to do a search for his replacement. De Angelis said proposals could be returned by mid-May for review later that month. The Board said that it sounded reasonable. De Angelis was given direction by the Board to send the notice out to firms with a May 10<sup>th</sup> deadline for proposals. President Koleski said De Angelis has been an incredible resource to the Village and himself and he is disappointed that it will not continue. He appreciates his service.

Trustee Sayas asked that the recreation job posting be updated so that it can be shared.

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.

- a. Plan Commission - Trustee Michalski

President Koleski presented the Plan Commission update. Regarding Better Cowork, Attorney de la Mora prepared some thoughtful comments the Conditional Use Permit application. The application was approved with amendments regarding storage of snow removal equipment in the winter months and a minor modification of parking stalls to 236 from 235. The Building Board has asked for some painting of the bridge to make it consistent with the changes that are proposed – this was approved.

There was a presentation by St. Mary’s Visitation for the Adoration Chapel. It will have two secure entrances and be manned continually. This was approved as well.

- i. Review and act on request for a Conditional Use Permit for Better Cowork LLC, dba Better Cowork Elm Grove, pursuant to Sections 335-86 and 335-24C(9) for the operation of a co-working office at 12500 W. Bluemound Road.

President Koleski said the hours of operation will be 5 am to 11 pm. Attorney de la Mora did an extensive search for ordinances throughout the United States, finding none that address this specific activity. There was a paring down of what makes sense for activities for a co-working environment. The applicant, Alex, appeared in person. He is a resident of Elm Grove and is looking to improve the building and use a business plan that accelerated during COVID. He has been in real estate for 25 years. He said most co-working businesses do not have a limitation on hours; he thinks he can live with what has been approved; if he has a good experience he may come back and request an extension to midnight; a lot of users have day jobs and he doesn’t want them to feel squeezed for time.

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**MOTION BY TRUSTEE SAYAS, SECOND BY TRUSTEE STUCKERT, TO APPROVE A PLAN OF OPERATION AND CONDITIONAL USE PERMIT FOR BETTER COWORK PURSUANT TO §335-86 AND §335-24C(9) FOR THE OPERATION OF A CO-WORKING OFFICE AT 12500 W. BLUEMOUND ROAD.**

**ALL IN FAVOR. MOTION CARRIED.**

- b. Library Board - Trustee Sayas
  - i. For additional information, please see the minutes for 4/17/23 on the website. Report given to the Board. The Friends of the Elm Grove Library informed the Library Board that Bookie Cookie is looking to make a comeback this Memorial Day. May 5<sup>th</sup> the library will be closed for staff training. Trustee Sayas presented Q1 stats that were provided by the Librarian.
  
- c. Public Works – Trustee Schindler
  - i. For additional information, please see the minutes for 4/10/23 on the website. Report given to the Board. Trustee Schindler gave an update regarding the Gebhardt Road reconstruction. The May 8th meeting was moved to May 15th. On Earth Day 40 volunteers are needed to clean the creek area.
  
- d. Public Safety - Trustee Sayas
  - i. No meeting. Trustee reported that the Elm Grove Community Foundation donated funds for the purchase of a speed trailer. Requests can be made to the Police Department to have the trailer placed in their neighborhood.
  
- e. Legislative - Trustee Michalski
  - i. No meeting, no report.
  
- f. Park and Recreation – Trustee Cornell
  - i. No meeting, no report.
  
- g. Administrative and Personnel - Trustee Stuckert
  - i. No meeting, no report.
  
- h. Finance and Licensing – Trustee Koleski
  - i. Review and act on Resolution 042423A to advance funds for TID #2 project costs. President Koleski said this allows the Village to recover payments made by the Village from the TIF for costs related to the daylighting project, such as the purchase of the One Hour Martinizing property as well as the purchase of land from the railroad. The Committee voted unanimously to recommend approval by the Board.

**MOTION BY TRUSTEE STUCKERT, SECOND BY TRUSTEE CASTILE, TO APPROVE THE RESOLUTION 042423A ADOPTION TO ADVANCE FUNDS FOR TID #2 PROJECT COSTS.**

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

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- ii. Review and act on vouchers.

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

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

17.) Other Business – none.

18.) Adjournment

**MOTION BY TRUSTEE SHEPHERD, SECOND BY TRUSTEE SAYAS, TO ADJOURN THE MEETING.**

**ALL WERE IN FAVOR. MEETING ADJOURNED AT 8:37 PM**

Minutes transcribed by: Sandee Policello

Minutes Approved on: