

Village of Elm Grove Board of Trustee Meeting Minutes

**DRAFT**

Board of Trustee Call to Order

The meeting was called to order by the Clerk at 7:32PM.

Roll Call:

PRESIDENT PALMER

TRUSTEE IRWIN

TRUSTEE HAAS

TRUSTEE MICHALSKI

TRUSTEE DOMASZEK

TRUSTEE CORNELL

TRUSTEE KRESSIN

DAVID DE ANGELIS, VILLAGE MANAGER

CHRIS KOEHNKE, VILLAGE ATTORNEY

TOM HARRIGAN, ZONING ADMINISTRATOR

MICHELLE LUEDTKE, VILLAGE CLERK

The Pledge of Allegiance was recited.

1.) Public Hearing – none.

2.) Public comments

Mary Inden – 14745 Watertown Plank Rd – The village calendar for the Business Association was just delivered. All of the flower photos were taken in Elm Grove. If you have not received this, please let them know. The post office received some back from carriers. Mary will leave some at the Village Hall. Over the past 25 years, we have had volunteer recognition events and opportunities. We agreed we would honor them every 5 years. We have not done this for 2020. We need to encourage more volunteerism. The fire department needs recruits. Other committees need recruits. Mary encourages the Village to show appreciation in 2021 since the year is over. We need to stay on the 5 year calendar.

**Hearing no one else present or on Zoom who wished to speak – public comments were closed.**

3.) Approval of Agenda

**MOTION BY TRUSTEE HAAS, SECOND BY TRUSTEE DOMASZEK, TO APPROVE THE AGENDA AS PRESENTED.**

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

4.) Approval of Minutes

a. 2020-11-23 Board of Trustee DRAFT Minutes.

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

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

- b. 2020-12-02 Special Board of Trustee DRAFT Minutes

**MOTION BY TRUSTEE IRWIN, SECOND BY TRUSTEE DOMASZEK, TO APPROVE THE DRAFT 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 Frank Falsetti to the Building Board.
- b. Review and possible action on the appointment of Bret Roge to the Building Board.

**MOTION BY PRESIDENT PALMER, SECOND BY TRUSTEE KRESSIN, TO APPROVE THE APPOINTMENTS OF FRANK FALSETTI AND BRET ROGE TO THE BUILDING BOARD.**

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

Trustee Cornell asked if these were the only two applicants.

Trustee Domaszek indicated they tried to find others.

Trustee Irwin indicated she had a female interested in applying.

Trustee Domaszek asked Trustee Irwin to send him the name. President Palmer echoed that sentiment.

Trustee Kressin also reached out to folks.

- 6.) Report of Fire Chief - David Kastenholtz

- a. November Fire Department Report

- 7.) Report of Police Chief - James Gage

- a. November Police Department Reports

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

- a. No report.

- 9.) Report of Village Clerk - Michelle Luedtke

- a. No report.

- 10.) Report of Village Manager - David De Angelis

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- a. Review and possible action on the engagement letter from Von Briesen & Roper, S.C. for services in 2021.

Manager De Angelis indicated the contract has a decrease in the retainer, but an increase in the hourly rate.

**MOTION BY TRUSTEE HAAS, SECOND BY TRUSTEE KRESSIN, TO APPROVE THE ENGAGEMENT LETTER FROM VON BRIESEN & ROPER, S.C. FOR SERVICES IN 2021.**

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

Manager De Angelis updates:

- 1.) The decorations in the downtown area have been placed.
- 2.) The ice rink arrived last week Friday. With the cold temps coming soon, we hope to have some ice. This will be on the tennis courts with existing lights.
- 3.) We are working on the daylighting grants. We are awaiting final paperwork for those. The cost of daylighting will be approximately \$4M.
- 4.) We received final paperwork today for the streambank stabilization project. The cost of the streambank will be approximately \$400,000.
- 5.) Working with Interfluve to get the final details out for their contract.
- 6.) We received the 3 LED speed signs we ordered. These will be placed hopefully before the ground freezes.
- 7.) We are still dealing with CoVID. We have had national attention with the School Sisters site. A number of sisters are still ill. We hope they recover. We don't get as much data as we used to get. We only have two employees out with CoVID. We applied for first responder vaccinations. Dr. Robinson has been able to get our site to be a location for inoculation. We are waiting to see how many doses we get. We expect them at the end of the year, beginning of the year.
  - a. Trustee Haas and President Palmer would like to know if we can get the School Sisters bumped up on the list for the vaccine.
  - b. Trustee Irwin also wants the village to reach out.
  - c. Trustee Michalski indicated he will help with the letter to the health department.

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8.) At 4:25pm this afternoon we received the Mandel proposal for the School Sisters property. This will be placed on the website in the coming days.

11.) Report of Village Attorney - Chris Koehnke

a. Attorney Koehnke had no report at this time.

12.) Report of Standing Committees

a) Plan Commission - Trustee Michalski

- i. The Woman's Club was approved for a plan of operation.
- ii. Vantage Financia was also approved. This will replace the Ray's Auto location.
- iii. Please review the minutes on our website for more details.

b. Library Board - Trustee Irwin

- i. The meeting was pushed up.
- ii. Lights of Love had a great turnout. FOEGL has set up a stock donation program. They are also identifying and selling rare books.
- iii. Eight libraries in the Bridges Library system completely closed to the public but are running curbside. We are still on limited operating hours. They are looking at shifting hours around to have weekend hours based on incoming comments. All programs are still being completed during daytime business hours.
- iv. They will be reviewing the library bylaws in the coming weeks.
- v. Please review the minutes on our website for more details.

c. Public Works - Trustee Kressin

- i. No meeting, no report.

d. Public Safety - Trustee Cornell

- i. No meeting, no report.

e. Legislative - Trustee Domaszek

- i. No meeting, no report.

f. Park and Recreation - Trustee Irwin

- i. There was a private instructor asking to be able to use the park for his personal business. There is an ordinance which prohibits this, however, the Park and Rec Committee was intrigued by the idea. There will be more discussion.

1. President Palmer would like the Tennis Club involved in this discussion. He also indicated this has been taken up in the past with no change in the existing ordinance because it crowds out

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citizen use of the park. President Palmer would like a copy of the rules and regulations to be sent to the trustees.

2. Trustee Haas indicated this would require an ordinance change. We will need a standard to judge not only this application, but future applicants. Trustee Haas also indicated these rules and regulations were not on the agenda as their own item. These rules and regulations should also be posted by the rink itself.
3. More information and discussion to come.
  - ii. A new bench proposal was approved for along the playing fields and volleyball courts. Five are two-sided and one is one-sided.
  - iii. The committee reviewed the rules and regulations for the ice-rink which included regular skate time and hockey practice.
  - iv. The Recreation Director will be going back to school for paramedic classes. Check the Village website for date changes of upcoming meetings.
  - v. Please review the minutes on our website for more details.
- g. Administrative and Personnel - Trustee Michalski
  - i. John's Disposal asked for a change in the Village contract to reflect the increase in service during COVID and the change in gas prices. This was approved.
  - ii. There was a closed session about non-represented salaries.
  - iii. Please review the minutes on our website for more details.
- h. Finance and Licensing - Trustee Haas
  - i. Review and Act on Vouchers.

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

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

Please see the minutes on our website for more detailed information.

- 13.) Other Business – Trustee Domaszek encouraged a resident to reach out to Manager De Angelis regarding items Trustee Domaszek would like to be a part of - including grants, path funding, etc.

Trustee Haas indicated any other streets not high on the list for paths would need to go to the Public Safety Committee.

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President Palmer added he would like to have a combined special meeting to discuss which streets should and should not be on the list based on safety, priority, finance, and other factors.

Trustee Kressin indicated the need for the pathways. The biggest question is budget and financing.

Trustee Cornell echoed the combined special meeting idea. How do we continue the conversation and workout other ways we can fund these projects.

Trustee Haas wants us to look at the cost of each path before we talk about grants. Some of these grants are well over \$1M.

Trustee Domaszek recognized Trustee Haas' article in the paper which he feels is the catalyst that started these conversations.

President Palmer brought the conversation back around to the ad hoc meeting to discuss paths in greater detail to and to encourage the progress.

14.) Closed Session - May convene into closed session pursuant to Wis. Stat. ss.19.85 (1) (c) to consider employment and compensation over which the governmental body has jurisdiction and exercises responsibility, more specifically to consider non-represented salaries for 2021.

**MOTION BY PRESIDENT PALMER, SECOND BY TRUSTEE HAAS, TO CONVENE INTO CLOSED SESSION.**

**ROLL CALL VOTE: YAY – PALMER, HAAS, IRWIN, KRESSIN, MICHALSKI, DOMASZEK, CORNELL. MOTION CARRIED**

15.) Open Session - May convene into open session to take action on any closed session items.

**MOTION BY PRESIDENT PALMER, SECOND BY TRUSTEE HAAS, TO CONVENE INTO OPEN SESSION AT 8:26PM.**

**ROLL CALL VOTE: YAY – PALMER, HAAS, IRWIN, KRESSIN, MICHALSKI, DOMASZEK, CORNELL. MOTION CARRIED.**

Closed Session Action Item:

**MOTION BY TRUSTEE HAAS, SECOND BY TRUSTEE IRWIN, TO APPROVE THE NON-REPRESENTED SALARIES FOR 2021 AS LISTED.**

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**ALL IN FAVOR. MOTION CARRIED.**

16.) Adjournment

There was no further business.

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

**ALL WERE IN FAVOR. MOTION CARRIED. MEETING ADJOURNED AT 8:27PM.**

Minutes transcribed by: Michelle Luedtke

Minutes Approved on: