

Village of Elm Grove Board of Trustee Meeting Minutes

Board of Trustee Call to Order:

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

Roll Call:

PRESIDENT PALMER  
TRUSTEE CORNELL  
TRUSTEE DOMASZEK  
TRUSTEE HAAS  
TRUSTEE KRESSIN  
TRUSTEE MICHALSKI  
TRUSTEE SAYAS  
DAVID DE ANGELIS, VILLAGE MANAGER  
CHRIS KOEHNKE, 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.  
**Hearing no one 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. 2021-03-26 Board of Trustee DRAFT Minutes.  
**MOTION BY TRUSTEE HAAS, SECOND BY TRUSTEE MICHALSKI, TO APPROVE THE DRAFT MINUTES AS PRESENTED.**  
**ALL WERE IN FAVOR. MOTION CARRIED.**
  - b. 2021-04-26 Board of Trustee DRAFT Minutes.  
**MOTION BY TRUSTEE MICHALSKI, SECOND BY TRUSTEE SAYAS, TO APPROVE THE DRAFT MINUTES WITH THE INCLUSION OF THE LIST OF APPOINTMENTS.**  
**ALL WERE IN FAVOR. MOTION CARRIED.**

Village of Elm Grove Board of Trustee Meeting Minutes

- c. 2021-05-13 Board of Trustee DRAFT Minutes.  
**MOTION BY TRUSTEE SAYAS, SECOND BY TRUSTEE CORNELL, TO APPROVE THE DRAFT MINUTES AS PRESENTED.**  
**ALL WERE IN FAVOR. MOTION CARRIED.**
- d. 2021-05-19 Board of Trustee DRAFT Minutes.  
**MOTION BY TRUSTEE MICHALSKI, SECOND BY TRUSTEE SAYAS, TO APPROVE THE DRAFT MINUTES AS PRESENTED.**  
**ALL WERE IN FAVOR. MOTION CARRIED.**
  
- 5.) Report of the Village President - Neil H. Palmer
  - a. No report tonight.
  
- 6.) Report of Fire Chief - David Kastenholtz
  - a. April Fire Department Report
  
- 7.) Report of Police Chief - James Gage
  - a. April 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 on Special Event Permit for Darby Koehne.  
Trustee Cornell clarified this is not a school sponsored event.  
**MOTION BY PRESIDENT PALMER, SECOND BY TRUSTEE SAYAS, TO APPROVE THE SPECIAL EVENT PERMIT FOR DARBY KOEHNE WITH THE CLARIFICATION THAT THE CLOSING IS FROM WATERTOWN PLANK RD TO A DRIVEWAY NORTH OF 1205 WALNUT.**  
**ALL IN FAVOR. MOTION CARRIED.**  
  
  - b. Review and possible action on Special Event Permit for the Elm Grove Car Show.  
Mr. Frank Lorenz 14505 Club Court - They are taking over for Waller Angler. They have one glitch. Their insurance certificate has not been approved. He is sure this can be resolved within 7 days. Would like a tentative approval pending an acceptable certificate of approval.  
**MOTION BY PRESIDENT PALMER, SECOND BY TRUSTEE MICHALSKI, TO APPROVE THE SPECIAL EVENT PERMIT FOR THE ELM GROVE CAR SHOW PENDING THE RECEIPT OF AN ACCEPTABLE CERTIFICATE OF INSURANCE.**  
**ALL IN FAVOR. MOTION CARRIED.**

Village of Elm Grove Board of Trustee Meeting Minutes

10.) Report of Village Manager - David De Angelis

a. Review and possible action regarding Covid-19 restrictions.

Manager De Angelis referred to the items attached to the packet. The items put in place last year should be reviewed and potentially removed. Manager De Angelis has spoken with EMS Director Johnson regarding the ongoing preventative items.

President Palmer asked for clarification on the role of the County. Mr. De Angelis indicated the County left information up to the individual municipalities. Trustee Michalski indicated the County is going to lessen their stance on the precautions tomorrow.

President Palmer spoke about taking the items in Manager De Angelis's memo individually. They spoke about the staff, mask wearing, the precautions, and the pool.

Trustee Cornell indicated the reservation system worked well but is unsure if we need it anymore.

Trustee Kressin looked at other municipalities. They are going back to their normal routines. He would like to go back to the normal policy.

President Palmer indicated if someone is more comfortable wearing a mask, they can.

Trustee Kressin added the kids are not wearing masks around their friends and have been in school since September. Trustee Domaszek agreed.

Trustee Cornell indicated St. Mary's followed Elmbrook's lead and it is optional.

**MOTION BY TRUSTEE KRESSIN, SECOND BY TRUSTEE SAYAS, TO LIFT COVID-19 RESTRICTIONS.**

**ALL IN FAVOR. MOTION CARRIED.**

b. Review and possible approval of pedestrian pathway cost evaluation by Ruckert & Mielke.

Manager De Angelis referred to the items in the packet. He had them break highland into two components. Total amount for all is \$28,695. The Board can complete this in total or by section. We can continue to discuss this at the

**Village of Elm Grove Board of Trustee Meeting Minutes**

Committee of the Whole meeting in the future, but should get this moving if we want any of the paths to begin within the next year.

President Palmer indicated the value of spending this money is that no matter when we want to move forward, the only thing we would need to do is plug in the material pricing. We will already know the challenges. This information would be able to be shared with the ad hoc committee. There are pathways in the Village that would be difficult to have completed because of topography, easements, private property, or other utility items.

Manager De Angelis indicated there may be places where paths are not physically able to do it. It would be cheaper to do it on the edge of the pavement vs onto the grass.

Trustee Kressin is concerned about the safety of some of the pathways. He saw someone ditch their bike into the grass as a car was coming. Even on pavement might not be the best idea.

President Palmer added this will give us some guidance as to where it is not possible to be building off road. We expect them to address these kinds of issues. This includes the slopes on Highland. Trustee Domaszek agreed.

Trustee Kressin asked for a safety rating for the pathways or some sort of grade.

President Palmer added Highland is a different animal than the Juneau pathway.

Manager De Angelis added this would come out of the pathway fund.

Trustee Cornell asked how quickly this can be completed. Manager De Angelis indicated about 30 days.

President Palmer spoke about the order of 1-6 on the list and moving them around. Trustee Cornell asked to have the items taken back to the ad hoc committee to review the listing.

Trustee Kressin would like to discuss this as the Committee of the Whole.

President Palmer indicated the study may not be completed by the time we have the Committee of the Whole.

**MOTION BY PRESIDENT PALMER, SECOND BY TRUSTEE MICHALSKI, TO APPROVE REQUESTED EXPENDITURE OF \$28,695. WITH MANAGER DE ANGELIS TO REPORT BACK WHEN HE HEARS MORE.**

**ALL IN FAVOR. MOTION CARRIED.**

**Village of Elm Grove Board of Trustee Meeting Minutes**

Additional Items: Appraisers are swamped right now so we will not have anything back for the Martinizing building will not be available until about August.

He and Tom Harrigan sat in on a meeting about recording the meetings. Unless there is any objection, we will be recording the meetings from here going forward.

President Palmer asked that a policy be brought to the Admin and Personnel meeting; how long we keep, what meetings we keep, etc. So we can tell people who will ask us. And make these items available to the public.

Trustee Haas added we would need to keep items which include litigation items.

The last item from Manager De Angelis is Spectrum Cable and raising their pedestals for the paths. Otherwise it is moving forward well. The retaining wall is completed. There will be road side edge flattening.

11.) Report of Village Attorney – Chris Koehnke

- a. Attorney Koehnke 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. Met twice this past month. They had continued discussion for the School Sisters. Miller Marriott construction spoke about the single family homes both on Red Barn and the extension neighborhood to the south. The PowerPoint presentation from Miller Marriott is available. They also talked about emergency services for the School Sisters property. We have an overall staff issue and the group running the EMS department is aging out. This should be moved to public safety on how to recruit. Please see the minutes on our website for more details.
2. Library Board - Trustee Sayas
  - i. The Library Board hours for the weekdays are returning June 1<sup>st</sup>. They are replacing the mask item with a recommendation. The number of people allowed in the library at one time will also be increased on June 1<sup>st</sup>. In person outside programs will resume. Please see the minutes on our website for more details.
3. Public Works - Trustee Kressin
  - i. No meeting, no report.
4. Public Safety - Trustee Sayas

**Village of Elm Grove Board of Trustee Meeting Minutes**

- i. No meeting, no report.
  - ii. President Palmer asked Trustee Sayas to bring up the deer culling program at their next meeting.
5. Legislative - Trustee Domaszek
- i. Review and possible action on Ordinance for Chapter 243 - Right of Way and Public Use.

**MOTION BY TRUSTEE DOMASZEK, SECOND BY TRUSTEE HAAS, TO APPROVE AN ORDINANCE FOR CHAPTER 243 – RIGHT OF WAY AND PUBLIC USE.**

**ALL IN FAVOR. MOTION CARRIED.**

Another Ordinance that was discussed revolving around the keeping of bees. This was sent back to staff with questions.

6. Park and Recreation – Trustee Cornell
- i. There were several items on the agenda. One was tree damage that was visible this spring. They are going to try signage and social media posts. Talked about the 2015 Park and Open Space plan. This needs to be re-examined. There is a subcommittee for this. They talked about waste removal from the park. Summer and 4<sup>th</sup> of July planning is underway. One member asked for an ordinance for conceal carry ordinance in the park.
7. Administrative and Personnel - Trustee Michalski
- i. No meeting, no report.
8. Finance and Licensing - Trustee Haas
- i. Review and act on 2020 Audited Financial Statements.

Thank you to Dave De Angelis and Monica Hughes for your outstanding contributions to this excellent audit year.

**MOTION BY TRUSTEE HAAS, SECOND BY TRUSTEE SAYAS, TO ACCEPT THE 2020 AUDITED FINANCIAL STATEMENTS.**

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

- ii. Review and possible action on 2021-2022 Licenses; Liquor, Cigarette, Dance

**MOTION BY TRUSTEE HAAS, SECOND BY TRUSTEE MICHALSKI, TO APPROVE THE 2021-2022 LICENSES; LIQUOR, CIGARETTE, DANCE.**

Village of Elm Grove Board of Trustee Meeting Minutes

License Type(s)	Business Name DBA	Business Address	Agent
Class B Combo	Available		
Reserve Class B Combo	Available		
Reserve Class B Combo	Available		
Reserve Class B Combo	Available		
Class B - Beer and Class C Wine	Board and Brush	13475 Watertown Plank Rd	Gin Kennedy
Class B Combo	Elm Grove Woman's Club	13885 Watertown Plank Rd	Lisa Armitage
Dance	Elm Grove Woman's Club	13885 Watertown Plank Rd	Lisa Armitage
Class A Combo	Fazio's Sweet Moments Sweet Life	13425 Watertown Plank Rd	Cynthia Karrels
Cigarette	Jilly's	15340 W Bluemound Rd	Jon Zimmerman
Class A - Beer	Jilly's	15340 W Bluemound Rd	Jon Zimmerman
Class A Combo	Kettle Range Meats	13402 Watertown Plank Rd	Mark Bearce
Dance	O'Donoghue's	13225 Watertown Plank Rd	Jamie O'Donoghue
Class B Combo	O'Donoghue's Irish Pub	13225 Watertown Plank Rd	Jamie O'Donoghue
Cigarette	Otto's Wine and Spirits	15380 Watertown Plank Rd	Keith Luebke
Class A Combo	Otto's Wine and Spirits	15380 Watertown Plank Rd	Keith Luebke
Cigarette	Sendik's	13425 Watertown Plank Rd	Theodore Balistreri
Class A Combo	Sendik's	13425 Watertown Plank Rd	Theodore Balistreri
Class B Combo	Silver Spur	13275 Watertown Plank Rd	Ivan Cicla
Class B Combo	Sunset Playhouse	700 Wall St	Ann Mather
Cigarette	Walgreen's	15350 W. Bluemound Rd	Katherine Berger
Class A Combo	Walgreen's	15350 W. Bluemound Rd	Katherine Berger
Class B Combo	Western Racquet Club	1800 Highland Dr	Timon Corwin
Cigarette	WLC Enterprises-BP	13395 Watertown Plank Rd	Judy Schwartz
Reserve Class B Combo	Yamato Sushi House	12900 W Bluemound Rd	Duan Mei Lu
Class B Combo	Zister's (EGD LLC)	13425 Watertown Plank Rd	Dan Zierath
Dance	Zister's (EGD LLC)	13425 Watertown Plank Rd	Dan Zierath

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

- iii. Review and possible action on Operator's Licenses.

**MOTION BY TRUSTEE HAAS, SECOND BY TRUSTEE CORNELL, TO APPROVE THE OPERATOR'S LICENSES FOR ASHLEY BARR AND MARK BEARCE.**

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

- iv. 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.**

13.) Other Business – None.

14.) Adjournment

There was no further business.

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

Monday, May 24, 2021

7:30 PM

Village of Elm Grove Board of Trustee Meeting Minutes

**ALL WERE IN FAVOR. MOTION CARRIED. MEETING ADJOURNED AT 8:43PM.**

Minutes transcribed by: Michelle Luedtke

Minutes Approved on: 6/28/21