

Village of Elm Grove Board of Trustee Meeting Minutes

Board of Trustee Call to Order:

The meeting was called to order by Village Manager Thomas Harrigan at 7:04 PM.

MOTION BY TRUSTEE STUCKERT, SECOND BY TRUSTEE CASTILE, TO NOMINATE TRUSTEE SCHINDLER AS PRO-TEM CHAIR IN THE ABSENCE OF PRESIDENT KOLESKI. ALL WERE IN FAVOR. MOTION CARRIED 6-0.

Roll Call:

- PRESIDENT KOLESKI - ABSENT
- TRUSTEE SHEPHERD
- TRUSTEE STUCKERT
- TRUSTEE SCHINDLER
- TRUSTEE SAYAS
- TRUSTEE CASTILE
- TRUSTEE HILLMANN

- TOM HARRIGAN, VILLAGE MANAGER
- HECTOR DE LA MORA, VILLAGE ATTORNEY
- KATHERINE GEHL, ASST. VILLAGE MANAGER/ZONING ADMINISTRATOR

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.*

Tom Michalski – 1785 Wedgewood Drive E

Mr. Michalski is a Representative of the State of Wisconsin Assembly. He is present before the Board to present the 2023-2024 Blue Book. The Blue Book was first published in 1853 as a manual for legislators and is now a useful tool for residents. Mr. Michalski can provide anyone with a Blue Book by contacting his Assembly Office.

Mr. Michalski also spoke representing the Elmbrook Rotary to present the 7th Annual Business Person of the Year award. Nominations for the Business Person of the Year awards will be a majority or operating head of a for-profit or nonprofit business, live or have a business in Brookfield or Elm Grove, be service minded, exhibit community involvement, and show effective leadership. A Committee reviews all nominations. The deadline to submit nominations to the Elmbrook Rotary website will be October 14th and the winner will be announced on October 27th. Beyond accolades the winner will also be awarded \$200 to donate to a charity of their choice.

Mary Inden – 14745 Watertown Plank Road

Ms. Inden spoke regarding the Underwood Creek Daylighting project. Ms. Inden stated that she is in favor of the project but is concerned with the size, scope, and cost of the current plan. Safety

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should be the absolute priority and she is concerned with the ingress/egress near Zisters. Ms. Inden would like the proposed configuration to be marked in the parking lot for the public to visualize.

Trustee Sayas asked Village Manager Harrigan if an upcoming Committee of the Whole meeting could start at the project site for the Board to visualize.

Tim Broerman – 13865 Stonefield Court

Mr. Broerman resides on Stonefield Court and believes there is an ongoing issue with speed in the Village, specifically on Sunnyslope Road. Mr. Broerman has had interactions with Elm Grove Police and has attended the most recent Public Safety meeting. Mr. Broerman does not believe speed data that was presented at the last Public Safety meeting accurately reflects the speed issues on the road.

Mary Inden – 14745 Watertown Plank Road

Ms. Inden stated she lives on Watertown Plank Road and sees the same issues with excessive speed. She does not believe the current location of the speed sign on Watertown Plank Road accurately shows the speed at which drivers are traveling.

3.) Approval of Agenda

Village Manager asked the Board to consider amending the agenda to move the discussion/action item related to Private Property Inflow/Infiltration to the next item on the agenda to be mindful of two representatives from Milwaukee Metropolitan Sewerage District (MMSD) in attendance.

MOTION BY TRUSTEE SHEPHERD, SECOND BY TRUSTEE SAYAS, TO APPROVE THE AGENDA MOVING ITEM 12C TO THE NEXT ITEM 4. ALL WERE IN FAVOR. MOTION CARRIED 6-0.

4.) Review and action on recommendation to approve the PP/II construction bid to Mid City Corporation, in the amount of \$498,900

Village Manager Harrigan introduced the item and explained that dollars were allocated to the Village by MMSD to participate in the Private Property Inflow/Infiltration project in the amount of \$430,000. The project was bid out and the low bid from Mid City Corporation came in at a total cost of \$620,000. The Village has been working with representatives from MMSD who have provided the Village with assurances that there is several ways for the funding gap to be filled. These representatives attended the last Public Works/Utilities Committee meeting and there was confidence amongst the Committee members that these funding mechanisms can be done. The expiration on the current bid from Mid City Corporation is October 7th.

Pro tem Chair Schindler stated that there were concerns at the August Public Works/Utilities Committee meeting about funding so it was tabled until the September meeting. The Executive Director of MMSD met with Village staff and also attended the Public Works/Utilities Committee meeting and gave assurances that funding is available.

Jerome Flogel with MMSD was in attendance. He noted that increased costs is a trend that they have seen with projects in other municipalities. However, there are several options for Elm Grove to fill the current funding gap. Elm Grove has about \$82,000 in the bank with MMSD that can be

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used to fill part of the gap for this project. Elm grove also has funding allocated for another project that has not yet been started in the amount \$30,000 that can be used. The Village will also be receiving another allocation from MMSD in 2024, which will be approved in October, for an anticipated amount of about \$40,000. There are also other opportunities for Elm Grove to get additional funding to fill gaps or for new projects that requires an application. This would be put together by MMSD if the other funding mechanisms don't cover the gap.

Trustee Hillman asked about the \$30,000 funds for a future project. Mr. Flogel stated it is \$30,000 that was allocated for a project but it hasn't yet started. Trustee Hillmann about the possibility that we run into a shortfall for that project and what would happen. Village Manager Harrigan said monies would come out of the Village's Sewer Fund to cover it.

MOTION BY TRUSTEE SHEPHERD, SECOND BY TRUSTEE CASTILE, TO APPROVE THE PP/II MID CITY CONSTRUCTION BID IN THE AMOUNT OF \$498,900 RESULTING IN A TOTAL PROJECT COST OF \$619,750. ALL WERE IN FAVOR. MOTION CARRIED 6-0.

5.) Approval of Minutes

- a. July 24, 2023 – Committee of the Whole DRAFT Minutes.
- b. August 22, 2023 – Board of Trustees DRAFT Minutes
- c. August 23, 2023 – Committee of the Whole DRAFT Minutes
- d. September 20, 2023 – Special Board of Trustees DRAFT Minutes

MOTION BY TRUSTEE STUCKERT, SECOND BY TRUSTEE SAYAS, TO APPROVE THE MINUTES OF THE JULY 24, 2023 AS AMENDED. ALL WERE IN FAVOR. MOTION CARRIED 6-0.

MOTION BY TRUSTEE SAYAS, SECOND BY TRUSTEE HILLMANN, TO APPROVE THE MINUTES OF THE AUGUST 22, 2023 AS AMENDED. ALL WERE IN FAVOR. MOTION CARRIED 6-0.

MOTION BY TRUSTEE SAYAS, SECOND BY TRUSTEE STUCKERT, TO APPROVE THE MINUTES OF THE AUGUST 23, 2023 AS PRESENTED. ALL WERE IN FAVOR. MOTION CARRIED 6-0.

MOTION BY TRUSTEE SAYAS, SECOND BY TRUSTEE STUCKERT, TO APPROVE THE MINUTES OF THE SEPTEMBER 20, 2023 AS PRESENTED. ALL WERE IN FAVOR. MOTION CARRIED 6-0.

6.) Report of the Village President – Jim Koleski

None.

7.) Report of Fire Chief – Brian Naylor

- a. August Fire Department Report

8.) Report of Police Chief – Jason Hennen

- a. August Police Department Report

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Trustee Stuckert asked why there was a jump in traffic complaints. Village Manager Harrigan stated he would check with Chief Hennen and report back.

Trustee Castile asked what is the definition of traffic offences versus traffic stops is and why there is a difference. Village Manager Harrigan stated he will check with Chief Hennen and report back.

9.) Report of EMS Director – Dr. Jon Robinson

None.

10.) Report of Village Clerk

None.

11.) Report of Village Manager – Thomas Harrigan

- a. Resolution 092623: Review and possible action on the Wisconsin Department of Natural Resources Urban Forestry Grant Program

Village Manager Harrigan explained that this Resolution is a Resolution that is committing \$3,000 of Village funds to match a Department of Natural Resources grant to plant trees along Gebhardt Road if awarded. The Village has done similar Resolutions in the past and there are funds available to commit for the grant match.

MOTION BY TRUSTEE SAYAS, SECOND BY TRUSTEE HILLMANN, TO APPROVE RESOLUTION 092623. ALL WERE IN FAVOR. MOTION CARRIED 6-0.

- b. Review and possible action on engagement with Ruckert & Mielke for the purpose of engineering and design for the pedestrian pathway to be located between North Avenue and Gebhardt Road on Highland Drive

Village Manager Harrigan explained that the Board gave staff direction at the last Committee of the Whole meeting to engage engineering firm Ruckert & Mielke for the purpose of beginning engineering and design for the pedestrian pathway on Highland Drive from North Avenue to Gebhardt Road. The proposed action tonight is just to formalize that directive.

MOTION BY TRUSTEE STUCKERT, SECOND BY TRUSTEE SHEPHERD, TO ENGAGE RUEKERT & MIELKE FOR THE PURPOSE OF ENGINEERING AND DESIGN FOR THE PEDESTRIAN PATHWAY TO BE LOCATED BETWEEN NORTH AVENUE AND GEBHARDT ROAD ON HIGHLAND DRIVE. ALL WERE IN FAVOR. MOTION CARRIED 6-0.

- c. Update on the municipal water extension from the City of Wauwatosa and traffic detour

Village Manager Harrigan noted that we are anticipating the Watertown Plank Road detour to begin tomorrow, September 27th, as the project progresses from Wauwatosa to Elm

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Grove. Notice has been posted to social media and adjacent property owners have been sent letters. The most popular concern that we have heard is from residents wanting to make sure they will still have access to their properties. These residents will have access to their properties although they may have to take alternate routes. Elm Grove Business Association signage was installed today to inform motorists that businesses along Watertown Plank Road are “Open for Business” during construction.

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

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 – President Koleski

The Plan Commission did not meet. No report.

B. Library Board – Trustee Castile

Trustee Castile explained that the main issue the library is currently facing is budget and financing for payroll. Multiple long-term employees have left leaving the library without a number of necessary staff. The library has noted that their current pay rates are below industry standards and are looking to increase salaries to bring them closer to market levels. The library will also be asking for two additional staff as we head into budgeting for 2024.

C. Public Works – Trustee Schindler

Trustee Schindler explained that the Public Works/Utilities Committee approved a 90-day trial of textile recycling containers to be placed on Village property for the purpose of reducing refuge in the Village. There will be one bin placed in the Public Works Yard and one bin placed outside the Police Department entrance.

The Public Works Committee discussed the recent PASER ratings that were completed. These ratings are completed on a bi-annual basis, last done in 2021. The Public Works Committee uses these ratings to prioritize future road reconstruction. The focus will be on roads rated as a 3 or 4.

The Public Works Committee approved a change in the meeting time for the Public Works/Utilities Committee. The meetings will now be held at 5:30 PM. This change will go into effect for the upcoming meeting on October 9th.

D. Public Safety – Trustee Sayas

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Trustee Sayas noted that the Public Safety Committee recognized two individuals who came before the Committee expressing their concerns for public safety around Tonawanda Elementary School during the Watertown Plank Road detour by installing “No Parking” signs and additional traffic signage in the area. The Police Department will also be monitoring the area closely. An article will also be put in Tonawanda’s newsletter to inform parents of the increased traffic and to drive safely.

The Committee also discussed increased traffic and speeds on Westover Road. There have been concerns that buses and parents taking their kids to school are speeding through the area and the Police Department has asked the school to notify parents and buses of the speed concerns.

Traffic sign data and speed concerns on Sunnyslope Road was also discussed at the Public Safety Committee. Data pulled off the speed sign showed cars traveled at an average speed is 26.38mph with 80% traveling below 30mph, 12.3% traveling between 6-10mph over the 25mph posted speed limit, and 2.6% traveling in excess of 10mph of the posted speed limited. Speed enforcement was done in the area between September 1st and September 12th. During this time 13 traffic stops were made and 11 citations were issued.

Safety concerns for detour route on Watertown Plank Road were also discussed. A speed trailer was placed on Elmhurst Parkway and will eventually be moved closer to 124th to make motorists aware of their speed earlier in the detour.

Concerns for coyotes in the Village were also discussed; however, the Committee was in agreement that trapping and relocating the coyotes would not solve the problem. The Public Safety Committee will be doing outreach to teach safety measures as it relates to coyotes.

E. Legislative – Trustee Stuckert

The Legislative Committee did not meet. No report.

F. Park and Recreation – Trustee Shepherd

Trustee Shepherd gave an update on the Recreation Committee meeting. Trustee Shepherd announced that the Village has hired a recreation manager, Mr. Logan Kein, who started on September 26th. Mr. Kein has experience will project management, law enforcement, and logistics. At the last Recreation Committee meeting the Committee received an end of season pool report and summer program report. The Committee was in agreement that additional efforts should be taken to advertise for pool programs as the Village has recently made large investments in the pool. The Committee also requested staff to re-engage with other communities for programs like has been done in the past. The Recreation Committee also received a fall program update.

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The Finance & Licensing Committee approved funding for the reconstruction of the village's basketball court. Village Staff are currently obtaining bids.

G. Administrative and Personnel – Trustee Stuckert

The Administrative and Personnel Committee did not meet. No report.

H. Finance and Licensing – President Koleski

1. Project Updates and Financial Report

In the absence of President Koleski, Trustee Schindler explained that there is \$46,000 in ARPA funds that will be rolled over to next year and will need to be committed. Current projects are going according to the budget plan. Next Thursday, October 5th, will begin the weekly budget workshops as the Finance & Licensing Committee works to finalize next year's budget.

2. Review and act on vouchers

Trustee Schindler noted that the Vouchers were approved by the Finance & Licensing Committee as submitted.

MOTION BY TRUSTEE STUCKERT, SECOND BY TRUSTEE SAYAS, TO APPROVE THE VOUCHERS AS SUBMITTED. ALL WERE IN FAVOR. MOTION CARRIED 6-0.

13.) Closed Session - Pursuant to Wis. Stat. §19.85(1)(e) upon a motion duly made, may convene into a closed session for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, namely to consider the engagement of a law firm to assist the village in the acquisition of interests in properties needed for the pending daylighting of the creek project in downtown Elm Grove and to assist with other legal issues where the firm of the village attorney may have a professional conflict due to a prior professional engagement by the owner(s) of any interest being acquired.

BY ROLL CALL VOTE, ALL WERE IN FAVOR OF GOING INTO CLOSED SESSION. MOTION CARRIED 6-0.

14.) May reconvene into open session to take action on any closed session items.

MOTION BY TRUSTEE STUCKERT, SECOND BY TRUSTEE SHEPHERD, TO RECONVENE INTO OPEN SESSION. ALL WERE IN FAVOR. MOTION CARRIED 6-0.

15.) Other Business

Tuesday, September 26, 2023

7:00 PM

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None.

16.) Adjourn

MOTION BY TRUSTEE SHEPHERD, SECOND BY TRUSTEE STUCKERT, TO ADJOURN THE MEETING. ALL WERE IN FAVOR. MOTION CARRIED 6-0.

Meeting adjourned at 8:44 PM.

Minutes transcribed by: Katherine Gehl
Minutes Approved on: October 24, 2023