

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 7:44PM.

Roll Call:

PRESIDENT PALMER
TRUSTEE IRWIN
TRUSTEE HAAS
TRUSTEE MICHALSKI
TRUSTEE DOMASZEK
TRUSTEE CORNELL
DAVID DE ANGELIS, VILLAGE MANAGER
HECTOR DE LA MORA, VILLAGE ATTORNEY
TOM HARRIGAN, ZONING ADMINISTRATOR
MICHELLE LUEDTKE, VILLAGE CLERK

The Pledge of Allegiance was recited.

- 1.) Public Hearing – to Adopt the 2021 Budget, 2021 User Fees, and 2020 Tax Levy.

No one present or on Zoom wished to speak – public comments were closed.

- 2.) Public comments

Mary Inden – 14745 Watertown Plank Road – asked with the social distancing being adhered to, to pull masks off when speaking. Congratulate Michelle on an election well run. Mary made it out at the end of the night in good time and the poll workers had a good time with each other. Second, there is a rule everyone has spoken about periodically. We are not able to raise our budgets except by the net new construction. She would like us to speak up for a law change. She would urge us to get other communities together to go to Madison and get laws changed. She does not believe the communities need to jump through hoops and rob Peter to pay Paul. She would like us to keep trying harder to get these laws changed.

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 MICHALSKI, TO APPROVE THE AGENDA AS PRESENTED.

ALL WERE IN FAVOR. MOTION CARRIED.

- 4.) Approval of Minutes

- a. 2020-10-26 Board of Trustee DRAFT Minutes.

MOTION BY TRUSTEE IRWIN, SECOND BY TRUSTEE DOMASZEK, TO APPROVE THE DRAFT MINUTES AS PRESENTED.

Village of Elm Grove Board of Trustee Meeting Minutes

DRAFT

ALL WERE IN FAVOR. MOTION CARRIED.

- b. 2020-11-11 Special Board of Trustee DRAFT Minutes

MOTION BY TRUSTEE CORNELL, 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. Reminder – it is darker outside - please be careful and look for people walking in the streets. Walkers – invest in reflective vests and make sure you can be seen.
- 6.) Report of Fire Chief - David Kastenholtz
 - a. October Fire Department Report
- 7.) Report of Police Chief - James Gage
 - a. October Police Department Reports
- 8.) Report of EMS Director - Dr. Jon Robinson
 - a. Due to technical difficulties, a report will be submitted at a later date.
- 9.) Report of Village Clerk - Michelle Luedtke
 - a. Election Day Recap
 - b. Review and action on the rescheduling of the December 28th Board of Trustees meeting.

MOTION BY PRESIDENT PALMER, SECOND BY TRUSTEE HAAS, TO RESCHEDULE THE DECEMBER 28TH VILLAGE BOARD OF TRUSTEES MEETING TO DECEMBER 21ST.

ALL WERE IN FAVOR. MOTION CARRIED.

- 10.) Report of Village Manager - David De Angelis
 - a. Presentation on Village Stormwater & TMDL Implementation Plan. Presenting: Christy Poniewaz from Ruckert & Mielke

Village Manager De Angelis gave a brief background of the TMDL and Stormwater history in the Village and introduced Christy Poniewaz from Ruckert & Mielke.

Christy Poniewaz completed the update for Elm Grove and reviewed this information via her presentation. For a full copy of the presentation, see the Village packet. For details, please contact Ruckert & Mielke.

Village Manager De Angelis indicated no action was needed at this time.
 - b. Review and possible action to authorize Village staff to start the process regarding creation of a transportation utility.

Village of Elm Grove Board of Trustee Meeting Minutes

DRAFT

Village Manager De Angelis explained why we need this to be an action item on the Village Board; citing the Committee of the Whole was not where action is taken.

President Palmer indicated we need to take a hard look at this and have something ready for the next years' budget cycle. We need to put the Board and Finance Committee in a good position to make a good decision.

MOTION BY PRESIDENT PALMER, SECOND BY TRUSTEE IRWIN, TO AUTHORIZE VILLAGE STAFF TO START THE PROCESS REGARDING THE CREATION OF A TRANSPORTATION UTILITY.

ALL WERE IN FAVOR. MOTION CARRIED.

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

a) Plan Commission - Trustee Michalski

- i. He had two items at the November 2 meeting which included a demolition permit and a plan of operation for Baker's Square Pie Pick Up.
- ii. November 12 meeting included a request from Culvers for a temporary building to allow attendants to have heat and lights in the evening.
- iii. Please review the minutes on our website for more details.

c. Library Board - Trustee Irwin

- i. They had a November 16 meeting. Lights of Love will happen this year. Staffing remains a challenge at the Library. There were some frustrations with the hours for the library shared this evening. They discussed Bridges System and Café Library System and the membership. Handbook training was completed. This was the second of twenty-seven series.
- ii. Please review the minutes on our website for more details.

d. Public Works - Trustee Kressin

- i. At their meeting, they reviewed a request for landscaping in a steep drainage ditch along the road. There was a concern about setting a precedent. This item was tabled until they can figure out some sort of guideline for future requests. There was also an update on Public Works projects.
- ii. President Palmer stressed the importance of making sure the Village maintains the roadside ditches and the flow of water through the Village.
- iii. Please review the minutes on our website for more details.

e. Public Safety - Trustee Cornell

- i. No meeting, no report.

f. Legislative - Trustee Domaszek

- i. No meeting, no report.

g. Park and Recreation - Trustee Irwin

- i. Review and possible action on the location of the Ice Rink.

Village of Elm Grove Board of Trustee Meeting Minutes

DRAFT

Trustee Cornell asked about the hours of ice rink and if the lights on the court go off at a certain time. Trustee Irwin indicated this was not addressed and this would be brought up at the next Park and Rec meeting. Village Manager De Angelis confirmed the park is open until 11pm. The lights on the court also go off at 11pm.

President Palmer reiterated the positives of having this on the tennis court during the normal business hours of the park.

MOTION BY PRESIDENT PALMER, SECOND BY TRUSTEE MICHALSKI, TO APPROVE THE TENNIS COURT NEAREST THE PARKING LOT AS THE SITE FOR THE ICE RINK.

ALL WERE IN FAVOR. MOTION CARRIED.

Other items discussed at the meeting were bench locations.

President Palmer requested the DPW to review the placement so it does not interfere with DPW business.

Trustee Haas asked about distances from the courts and ensuring people do not run into these benches when playing.

Staff to bring hours, lighting, and other Trustee questions in front of the next Park and Recreation Committee for review.

- ii. Please review the minutes on our website for more details.
- h. Administrative and Personnel - Trustee Michalski
 - i. No meeting, no report.
- i. Finance and Licensing - Trustee Haas
 - i. Review and Act on Vouchers.

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

ALL WERE IN FAVOR. MOTION CARRIED.

- ii. Review and Act on Operator License.

MOTION BY TRUSTEE HAAS, SECOND BY TRUSTEE DOMASZEK, TO APPROVE THE OPERATORS LICENSE AS SUBMITTED.

ALL WERE IN FAVOR. MOTION CARRIED.

- iii. Review and possible action on a fee for the keeping of animals; specifically chickens.

MOTION BY TRUSTEE HAAS, SECOND BY TRUSTEE DOMASZEK, TO APPROVE THE FEE FOR THE KEEPING OF ANIMALS, SPECIFICALLY CHICKENS OF \$190.00.

Village of Elm Grove Board of Trustee Meeting Minutes

DRAFT

ALL WERE IN FAVOR. MOTION CARRIED.

All fees will be reviewed in 2021. This fee is subject to change.

- iv. Review and possible action on Resolution 112320 - the Adoption of the 2021 Budget, 2021 User Fees, and 2020 Tax Levy.

Trustee Haas gave a special thanks to Village Manager De Angelis and Finance Director Monica Hughes for all of their hard work on this budget process.

Trustee Haas gave a recap of the items affecting the budget the most.

MOTION BY TRUSTEE HAAS, SECOND BY TRUSTEE IRWIN, TO APPROVE THE RESOLUTION 112320 - THE ADOPTION OF THE 2021 BUDGET, 2021 USER FEES, AND 2020 TAX LEVY.

ALL WERE IN FAVOR. MOTION CARRIED.

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

13.) Other Business – None.

14.) Adjournment

There was no further business.

MOTION BY TRUSTEE HAAS, SECOND BY TRUSTEE DOMASZEK, TO ADJOURN THE MEETING.

ALL WERE IN FAVOR. MOTION CARRIED. MEETING ADJOURNED AT 8:40PM.

Minutes transcribed by: Michelle Luedtke

Minutes Approved on: