

The meeting was called to order at 6:45 p.m. by Chair K. Meleski.

- 1.0 **Roll Call** – Present: Chair K. Meleski, Trustees D. Besson; D. Schwartz, M. Stahl, and L. Teschendorf; Pres. B. Ruesch; Trustee M. Bennett – excused. Administrator S. Kulik., Other Audience (4).
- 2.0 **Public Comment** – None.
- 3.0 **Minutes** – September 3, 2016 –COW, presented no action required.
- 4.0 **Agenda Items**
 - 4.1 **Appointments** – Building Board, Jerome Surprenant addressed board and discussed qualifications for building board.
 - Recommendation to forward to Village Board for approval: Building Board – J. Surprenant (Teschendorf, Besson), unanimously approved.
 - Recommendation to forward to Village Board for approval: Public Works Commission - Alternate – T. Sobocinski (Teschendorf, Stahl); unanimously approved.
 - Recommendation to forward to Village Board July 4th Committee reappointments for L Ryan and C. Adams (Schwartz, Stahl,); unanimously approved.
 - 4.2 **Election Inspectors** – S. Kulik addressed board concerning timing for resolution to approve election inspectors prior to the ~~presidential~~ election. Recommendation to forward to Village Board (Besson, Stahl); unanimously approved.
 - 4.3 **Licenses** – Recommendation to forward a renewal operator licenses for E. Gonzalez & a new operator license for S. Farness for approval (Stahl, Teschendorf); unanimously approved. Recommendation to forward to the board without recommendation and to request operator license applicant J. Wojtecki be present on October 10, 2016 Board of Trustees meeting (Besson, Teschendorf); unanimously approved. Recommendation to forward a denial of an operator’s license based upon recent violation and case history for S. Suminski (Besson, Teschendorf); unanimously approved. Recommendation to forward for approval to the board a massage license for L. Garcia (Teschendorf, Besson); unanimously approved.
 - 4.4 **Donation recognition procedure** – B. Ruesch discussion on an official recognition procedure for groups or individuals who donate funds for Village events or programs. Motion (Besson, Teschendorf) to allow Village President to draft donation recognition resolutions, including retroactive donations and notify the Village Board monthly on any notices sent; unanimously approved.
 - 4.5 **Janitorial Contract Addendum** – S.Kulik presented addendum to authorize an extension of the existing contract with Maher Cleaning due to timing of end date of current contract of October 24, 2016, which does not allow for a bidding process. The cleaning services will go out for bid in summer of 2018 and there will be no further extensions of the existing contract. The proposal is for the exact same terms, conditions and fees as 2016. Motion (Teschendorf, Schwartz) to forward to Village Board for approval; unanimously approved.
 - 4.6 **Administration Clerk vacancy** – S. Kulik updated board on progress for filling vacancy.

- 4.7 **Poultry Project** –Motion to amend agenda to present this item before appointments item 4.1. (Besson, Teschendorf) unanimously approved. Linda Allen, Braeden Allen, 6201 S. 118th Street, Hales Corners, presented to committee proposal to place a chicken enclosure for two chickens on the property as part of a 4-H program. S. Kulik addressed the requirements under the zoning code which requires the animals be 100 ft from residential dwellings and the proposed property location does not provide any area where that would be feasible. Therefore a conditional use application submitted to the Board of Appeals and a public hearing would be required for a fee of \$150. Assuming that it would pass through that level, the enclosure would be considered an accessory structure and a building permit of \$50 would need to be completed and the approval of the Building Board would be needed. At best this is a three to four month process if all approvals went through. D. Besson addressed L. Allen and discussed previous requests that had not been well received in the same area and the odds of getting it passed are unlikely but they were welcome to continue to bring it forward. L. Teschendorf concurred. D. Schwartz discussed previous requests as well and advised that the odds of this getting passed are near zero.
- 4.8 **Village Administrator Evaluation Form** – S. Kulik discussed format for evaluating performance and goals. Motion (Besson, Schwartz) to accept format and provide for quarterly reviews of the Village Administrator; unanimously approved.
- 4.9 **2016 Road Work update** – S. Kulik discussed delays in road work due to excessive rain inhibiting road construction completion and the potential for a \$5,000 cost overrun but that the project is still within budgetary allotment.
- 4.10 **2017 Budget Meeting dates** – S. Kulik discussion to hold a Committee of the Whole directly following the Board of Trustees meeting on October 10, 2016 and a second meeting on October 12, 2016 at 6:30 p.m. to meet with department heads. Motion (Schwartz, Teschendorf) to accept dates; unanimously approved.
- 4.11 **October 24, 2016 Board of Trustees meeting** - S. Kulik discussed cancellation of the October 24th meeting as there are no items for the agenda. Motion (Schwartz, Teschendorf) to cancel meeting; unanimously approved.
- 5.0 **Collection Agency Contract** – The Committee entered into closed session pursuant to §19.85 (1)(g), as is required to confer with legal counsel who either orally or in writing will advise the governmental body on strategy to be adopted with respect to current or likely litigation, to discuss the collection agency contract agreement, and to re-enter open session at the same place thereafter, on a unanimous roll-call vote (Stahl, Teschendorf).
- Motion (Stahl, Besson) to re-enter open session, unanimously approved on a roll-call vote.
- 6.0 **Adjournment-** Meeting adjourned at 7:50 p.m. (Schwartz, Stahl).

Submitted,



Sandra M. Kulik, Administrator