

Village President Besson called the meeting to order at 6:45 p.m.

**1.0 ROLL CALL** – Present: Pres. D. Besson, Trustees: M. Bennett, L. Bergan, R. Brinkmeier, K. Meleski, D. Schwartz and M. Stahl. Staff: Administrator S. Kulik and DPW Director M. Martin, Police Chief E. Cera, Lt. B. Kroll, Fire Chief P. Jaskulski, Health Director K. Radloff, Library Director Pat Laughlin and Village Attorney J. Wesolowski. Audience (3- telephone listen in).

**2.0 PUBLIC COMMENT** – none.

**3.0 CONSENT AGENDA**

3.1 Motion (Bennett, Meleski) to approve minutes of April 27, 2020 subject to corrections for typographical errors. Roll Call: Bennett, Bergan, Brinkmeier, Meleski, Schwartz, Stahl, Besson. Nays: none. Motion passed.

3.2 Motion (Bennett, Meleski) to approve claims paid with the April 2020 check register in the amount of \$211,415.12. Roll Call: Bennett, Bergan, Brinkmeier, Meleski, Schwartz, Stahl, Besson. Nays: none. Motion passed.

3.3 Motion (Bennett, Meleski) to approve claims paid with the April PCard in the amount of \$11,666.13. Roll Call: Bennett, Bergan, Brinkmeier, Meleski, Schwartz, Stahl, Besson. Nays: none. Motion passed.

**4.0 VILLAGE OFFICIALS REPORT**

4.1 Public Works Facility Project Update – M. Martin reported on the progress to date. Change orders and pending matters total approximately \$66,000 and the remaining contingency on this project is roughly \$30,000. Previous change orders have been the result of poor soil conditions and bad weather patterns. Remaining large issues prior to occupancy and completion are paving, fencing, exterior painting on EIFS, conduit for the telephony and data lines as well as landscaping.

4.2 Ordinance to amend Chapter 10 Alcohol Beverages, of the Municipal Code to authorize the Village Clerk to Issue Operator’s Licenses – S. Kulik reported that this item had been before the Committee of the Whole which allows governing bodies to transfer the right for approval of operators licenses to the Clerk and it had been waiting on the Governor to sign it. It has now been signed into law. She reported that she would only approve renewals and those with clean background checks. Motion (Bennett, Meleski) to approve Ordinance 20-02 to amend Chapter 10 Alcohol Beverages, of the Municipal Code to authorize the Village Clerk to Issue Operator’s Licenses. M. Bennett question regarding whether the Board would see the licenses that had been approved by the Clerk. R. Brinkmeier, K. Meleski & M. Stahl agreed they would like to see a list. S. Kulik commented she would provide a list of approved licenses. M. Stahl question regarding applicants with items of concern on the background checks and requested clarity in the ordinance to ensure the Board approves those types of applications. Motion (Stahl, Meleski) to amend ordinance, subject to Village Attorney approval on language to clarify that the Board will approve any applicant with convictions substantially related to the licensing activity. Roll Call: Ayes: Bennett, Bergan, Brinkmeier, Meleski, Schwartz, Stahl, Besson. Nays: none. Motion passed on amendment. Roll Call: Ayes: Bennett, Bergan, Brinkmeier, Meleski, Schwartz, Stahl, Besson. Nays: none. Motion passed on original motion to approve.

4.3 Intergovernmental Cooperation Agreement – Personal Protective Equipment (PPE)

4.3.1 Motion (Brinkmeier, Bergan) to approve Resolution 20-28 authorizing certain officials to execute an Intergovernmental Cooperation Agreement for procuring personal protection equipment and other necessary sanitation and medical supplies in response to the COVID-19 Public

Health Emergency between Milwaukee County and the Village of Hales Corners. Lt. Brent Kroll reported that the purpose of the agreement is to yield better pricing through larger purchases but that there is no obligation to procure through them. Any items left upon expiration of the agreement will be distributed to the member agencies. Chief E. Cera indicated that it was to get better pricing but it is also to provide a resource for items that are becoming difficult if not impossible to purchase due to dwindling resources through national and regional purchases power. Roll Call: Ayes: Bennett, Bergan, Brinkmeier, Meleski, Schwartz, Stahl, Besson. Nays: None. Motion passed.

- 4.4 Departmental reports on COVID-19 impact on operations – Fire Chief P. Jaskulski reported that they have not had any substantial impact from the COVID-19. There have been guidelines for responding to calls that may be seen. Recruitment is down as the technical schools are not operating. Court operations provided a written response. DPW Director M. Martin reported on impact to highway operations. Some staff had been temporarily reassigned to assist with crowd control for the elections process (2 employees on average). One employee self-quarantined after a potential exposure at the election. M. Martin reported that he had also been quarantined with COVID like symptoms. One employee is working intermittent hours as his spouse is a nurse and they had a loss of childcare. All of these events have impacted maintenance operations due to reduction in available personnel. There has been an uptick in requests for assistance to residents since they are at home for various different needs. Library Director P. Laughlin commented on the report provided in the packet. She reported on curb side service efforts and has had to maintain the facility for the Health Department who resides in the lower level of the library. The state and local libraries are working on efforts to assist with unemployment and computer related activities. Police Chief E. Cera reported on volume levels which are down overall to 11%. March was lower than normal, however April was down 45% and May is trending towards 26% increase in calls for service. Safer at Home enforcements are education efforts versus citations issued. Due to the suspension of vacation time from the Village, overtime due to staffing shortages has been covered by regular shift coverage (2 shifts) and training has been cancelled state-wide and that saved 18 overtime coverage shifts. Lastly, DARE was now cancelled due to the school closure which resulted in 5 work shifts that would have been taken with DARE activities. In addition, several officers assisted with the election activities, assisted Health Department with issuing orders and updating the businesses in the community, the crossing guard had some accounting background and has assisted the administrator with budget spreadsheets. Lt. Kroll is the liaison for the Uniform Emergency Operations Center (UEOC). S. Kulik reported on Administration office impacts. She had used the recreation director to do some post-election filing work and the front counter is being served through the glass partition with the main counter blocked by cubicle walls to eliminate contact points. The election was over \$11,000 which is more than the entire year's budget but has applied for emergency funding through the State elections commission which may return some funding. We still have 2 more elections to go and we have an over 200% increase in absentee ballot requests currently for the upcoming elections. Constituents are being served using the virtual platform. There have been slight increases in permits, especially for fencing, but residents call asking us what we are doing as they don't see us out in the public doing anything and residents are expressing their frustrations with how quickly things can be turned around since we "aren't doing anything" and they have not been particularly happy with us. S. Kulik reported she is at least 60 days behind with other seasonal tasks. Financially, the non-tax revenues are at about 15% and would normally be closer to 40%. Tax collections are approximately \$160,000 over for cash flow; however, defaults have

doubled and are at \$300,000. Interest is low and falling and if we end up in a negative interest rate environment, we may need to consider other investments in order to not have to pay to keep our funds earning anything. K. Radloff reported on Health Department activities. School closings, writing orders, managing business and not for profit facility closures as well as State and County agencies multiple times a week and in some cases multiple times a day. She commented on recruitment efforts for a new health sanitarian and proposal to move forward. There is difficulty in finding a qualified individual at the rate the position is currently listed for. She spoke with S. Kulik and reviewed the options for this position even to the extent of turning it back over to DATCP but that the previous boards had not wanted to lose local control. D. Besson questioned if the Village could raise the fee to assist with shifting the pay range for this position. K. Radloff commented that it would be up to the board but it could be explored.

4.4.1 Discussion regarding Moving Milwaukee County Forward – D. Besson reported on ICC discussion on the proposal and that he had forwarded what information he had received to the Board as it was received. K. Radloff commented that the local health officers worked collaboratively to develop a program as they felt when the Safer at Home order expired that wanted to have a plan in place to continue to contain the virus. K. Radloff reviewed the chart plan developed by the Milwaukee County Health Officers. The plan name was changed over the weekend to “Local Health Plan for Milwaukee County Phased Reopening Plan.” K. Radloff reviewed and explained the phased plan program. The Milwaukee County Health Officers issued Order No. 1 extending the stay at home order until May 21, 2020 at 11:59 p.m. D. Besson commented on concern that big box stores can be open but that churches cannot. K. Radloff commented that the difference is the churches stay in one place for an hour versus the movement that occurs in businesses. K. Meleski regarding number of cases that needed hospitalization. K. Radloff commented that the percentage needed to be hospitalized is going down. D. Schwartz commented that he is in favor of the order as he felt additional testing and data needs to be gathered before a decision is made and we should wait just a little longer as this order does. M. Bennett commented she feels that it needs to be at a more local basis rather than a blanket way for the county as regional needs are different. She asked that D. Besson clarify what the ICC had done earlier in the day. D. Besson commented that the ICC was not unanimous and that what was voted on was to approve a statement that they support the recommendations of the coalition of health care officers and providers, county and municipal leaders to develop guidelines and plan. S. Kulik replied that the actual vote was more specific and was that the “ICC endorses the effort the Milwaukee County Health Officers to work as a coalition of business leaders etc.” and nowhere in the motion does it indicate that the ICC was requesting that these officers develop guidelines or a plan to be followed. At no point in the motion was any endorsement of the specific plan. D. Besson commented that it was in response to the Health Officers plan that they wanted in place if the Governor’s order was overturned by the Supreme Court. He commented that the push back on any extension would be felt by the elected officials and not the Health Officers and he feels that the Health Officers should do a better job of communicating to their elected bodies as this plan has been in the works for over two weeks before any Board was informed about any of it. L. Bergan expressed similar concerns that the public will complain to the elected officials and that need to be included in the

original discussions. K. Radloff commented that the health officers were meeting on calls daily and trying to come up with a final plan before it was presented to the bodies. M. Stahl commented that she understands the medical community is looking at it from the disease side of it. But that they need to also be looking at people who are losing their businesses and she feels it needs to be a balance between the disease testing and allowing people to work. She expressed concerns that the modeling has been highly inaccurate. She stated that balancing is needed between rules and common sense as she has serious concerns about the economic impact of continued shut down. D. Besson summarized the comments that the Board is expressing desire to have more and better communication on the ongoing plans and developments.

4.4.2 Recreation – Summer program updates – S. Kulik reported on the registration and that a decision regarding the program should be made soon one way or the other in order for the families to make alternative plans. The school is likely not available and the parks are not currently open either and are likely to be extended. Consensus to revisit on May 26, 2020 BOT.

#### 4.5 1<sup>st</sup> Quarter Financial Results

4.5.1 Fiscal Impacts of COVID-19 – S. Kulik reported that cash flow is over \$700,000 lower in cash received at this time. The \$700,000 is approximately 1 month of reserve funding used at this time. We have 3 months usually we are now at around 2 months.

4.5.2 Discussion and recommendation regarding requests from Tavern League on fee waiver or reduction – D. Besson question regarding what other municipalities are doing with this item. S. Kulik reported that she is not aware of any municipality offering fee reductions or waivers at this time. The licenses in total, for all including food and other licenses are \$50,000 in revenues. Motion (Brinkmeier, Bergan) to deny request to waive fees. Roll Call: Ayes: Bennett, Bergan, Brinkmeier, Meleski, Schwartz, Stahl, Besson. Nays: None. Motion passes.

#### 4.6 Communication regarding meetings and schedules

4.6.1 May and June Calendar - S. Kulik reported on dates and events and requested the Board to consider earlier start times due to technology and work loads of staff.

4.6.2 Discussion on meeting dates and start times – M. Bennett commented that she is not in favor of an earlier start time as it limits the public's ability to attend even virtually. D. Schwartz commented that he wants to be respectful of the amount of staff hours being put in and we are able to communicate to people that the times have changed easily enough that we should make this accommodation. D. Besson commented that the 5 p.m. and 6:45 p.m. meetings have not had any public in attendance anyway. M. Stahl commented that the public comment period could be put at the end of any meeting which addresses those that are working and that she wants to be cognizant of the amount of hours. Motion (Schwartz, Bergan) that the meetings in June be held at 5:30 p.m. M. Bennett commented she does not agree and proposed an amendment that meetings not start before 6 p.m. Amendment fails for lack of second. Roll Call on original amendment: Ayes: Bergan, Brinkmeier, Meleski, Schwartz, Stahl, Besson. Nay: Bennett. Motion passes 6:1.

4.7 Administrative office update – new hire started and is in training as is Rachel for her new role.

## 5.0 VILLAGE PRESIDENTS REPORT

### 5.1 Committee appointments

5.1.1 Resolution confirming appointment to the Building Board and Board of Review – N. Brody – Nicole Brody introduced herself to the Board of Trustees. Motion (Stahl, Bergan) to approve Resolution 20-27 confirming appointment to the Building Board and Board of Review. Roll Call: Ayes: Bennett, Bergan, Brinkmeier, Meleski, Schwartz, Stahl, Besson. Nays: None. Motion passed.

5.1.2 Resolution confirming appointment to the Awards and Recognitions Committee – D. Schwartz – Motion (Brinkmeier, Meleski) to approve Resolution 20-29 confirming appointment of D. Schwartz to the Awards and Recognition Committee. M. Bennett commented that she is concerned that there are more than 3 members on a subcommittee that it is the majority of the Board. D. Schwartz commented that he agrees that 4 is too many members especially in light of the progress that has been made to date on this committee. D. Besson commented that this is just a recommending committee and that the full board makes any decision on any recommendations. D. Schwartz commented that with 4 members it could result in a tie on any recommendation from the committee. M. Bennett concurred. K. Meleski commented that he is willing to step off the committee. R. Brinkmeier reported that he would be willing to step back also. Roll Call: Ayes: Bergan, Brinkmeier, Schwartz, Stahl, Besson. Nay: Bennett, Meleski. M. Bennett request that the minutes reflect her Nay vote was due to the number of members on the committee not the request for Trustee Schwartz. Motion passes: 5:2.

5.2 Update on Act 185 Property Tax Deferral – no update.

5.3 ICC updates – none.

**6.0 ADJOURNMENT** – Motion (Schwartz, Meleski) to adjourn at 10:00 p.m. Roll Call: Ayes: Bennett, Bergan, Brinkmeier, Meleski, Schwartz, Stahl, Besson. Nays: None. Motion passes.



Sandra M. Kulik, Administrator/Clerk