

Village President Besson called the meeting to order at 6:47 p.m.

1.0 ROLL CALL – Present: Pres. D. Besson, Trustees: M. Bennett, L. Bergan, R. Brinkmeier, K. Meleski, D. Schwartz, & M. Stahl. Staff: Village Attorney J. Wesolowski, Administrator S. Kulik, DPW Director – M. Martin. Audience (5).

2.0 PUBLIC COMMENT: None.

3.0 CONSENT AGENDA

- 3.1 Motion (Bennett, Stahl) to approve minutes: April 22, 2019; unanimously approved.
- 3.2 Motion (Bennett, Stahl) to approve claims paid with April, 2019 Check Register: \$261,750.23; unanimously approved.
- 3.3 Motion (Bennett, Stahl) to approve claims paid with April PCard: \$25,214.82; unanimously approved.
- 3.4 Motion (Bennett, Stahl) to approve payrolls for the periods ending 04/05/19 (\$129,193.88) and 04/19/19 (\$133,812.25); unanimously approved.
- 3.5 Motion (Bennett, Stahl) to approve Operator’s Licenses- New: J. Morrison & J. Walsh; unanimously approved.
- 3.6 Motion (Bennett, Stahl) to approve a Temporary Class “B” / “Class B” Retailers License: Hales Corners Chamber of Commerce Banquet – May 16, 2019 and Temporary Operators License: J. Semrow; unanimously approved.
- 3.7 Motion (Bennett, Stahl) to approve a tuition reimbursement for Asst. Rec Director B. Groshek upon successful completion of Certified Parks & Recreation Professional program not to exceed \$455. M. Bennett question regarding account to be used for reimbursement. S. Kulik commented it would be the Recreation Department General Fund.

4.0 STANDING COMMITTEE REPORTS

4.1 COMMITTEE OF THE WHOLE – M. Bennett

- 4.1.1 Resolution approving the 2018 Audit – M. Walters, Baker Tilly Virchow Krause presented findings. Audit was a clean opinion and internal controls identified two areas the Village should address; 1) Department Head exception time off should be signed off on by someone other than the department head themselves for approval and a few matters related to Information Technology Security matters that could be addressed. Motion (Bennett, Schwartz) to approve Resolution 19-41 approving the 2018 Audit; unanimously approved.
- 4.1.2 Resolution authorizing certain officials to execute an agreement for professional recruitment services for recruitment for the position of Fire Chief, with Public Administration Associates (PAA), LLC. David Bretl and James Austad, of PAA addressed the Board and presented project timeline and brief overview. They will vet the applicants to rank them based upon their experience on training and education to weed out the items that sound like more than what they are and to provide guidance to the Fire & Police Commission in selecting the Village’s next chief. M. Bennett question regarding other Fire Chief appointments made by the firm. D. Bretl commented that the process for hiring a department head, regardless of the area of expertise is the same and PAA has a well-defined process and that the associates brought in for this engagement have years of technical experience in the fire services. Further, PAA will bring a panel of other Fire Chief experts to review the applicants as well. J. Austad commented that he had assisted through PAA in recently filling a Fire Chief position in Gibraltar and that he has over 12 years as

a fire administration official and another associate, T. Franz has over 18 as an administrator and 40 in the fire services field. D. Schwartz commented that he would be voting against the contract, but it was not against the firm only that he believed they should be going in a different direction than hiring a chief. D. Besson commented that the Board should reach out in the methods suggested by PAA to provide their own personal input on the recruitment and requested that PAA notify them if the process starts to stall out as we only have the interim chief for 90 days. Motion (Bennett, Brinkmeier) to approve Resolution 19-42 authorizing certain officials to execute an agreement for professional recruitment services for recruitment for the position of Fire Chief, with Public Administration Associates (PAA), LLC.; Ayes: Bennett, Bergan, Besson, Brinkmeier, Meleski, Stahl. Nay: Schwartz: Motion passes 6 to 1. M. Bennett commented that contract was a lump sum of \$7,000 but that advertising and other expenses were extra. M. Stahl commented that the Fire & Police Commission had concerns about this as well. S. Kulik reported that the Administrator position with this firm saw only \$791 in extra expenditures over the lump sum contract.

4.1.3 Presentation by Graef USA Inc. regarding proposed Comprehensive Master Plan Update – T. Fonseca, Graef USA Inc. addressed the Board and reported on existing plan adopted in December 2009 requires by statute an update at the 10 year or December 2019. The scope of work as presented includes a comprehensive look as specific investment areas in the Village. What the Village currently has is a compliance plan. S. Kulik commented that the current plan shows the current map and the future map to be identical which potentially places the Village at risk from developers using the future land map to promote projects and with the passage of Act 67, the zoning code, if met for conditions, then you must approve any project presented. Further, there are no targeted investment areas (TIA's) that address Forest Home and Janesville for future development. M. Bennett question regarding the proposed \$80,000 expenditure if there is a tier from the basic plan to a Cadillac plan. T. Fonseca responded that the \$80,000 plan is not a Cadillac. A basic compliance plan is approximately \$50,000, the plan as presented is the next tier with some custom pieces but she can explore if sections of the project can be modified for a mid-level tier. S. Kulik commented that the \$50,000 for a compliance plan would not be allowing the Trustees and other stakeholders an input on the future of the Village which is what they did the last time. Now is the time to do the higher level plan as the completion of Highway 100 will expand development opportunities elsewhere in the Village. M. Stahl commented that the Committee of the Whole recommended the \$80,000 plan. D. Besson commented that it was correct. There is no resolution put forward at this time and a contract will be developed for the June Committee of the Whole. S. Kulik questioned T. Fonseca if this was too compressed of a timeline. T. Fonseca commented that it was not and as they knew the community it was not an issue.

4.1.3.1 Authorization to proceed with contract development. – Motion (Schwartz, Brinkmeier) to proceed with contract development; unanimously approved.

4.1.4 Motion (Bennett, Stahl) to approve Resolution 19-43 authorizing insurance coverage for 2019/2020; unanimously approved.

4.1.5 Motion (Bennett, Stahl) to approve Resolution 19-44 confirming appointments to the Building Board (S. Riemer), Board of Appeals (S.

Riemer) and Public Works Commission (R. Murphy); unanimously approved.

- 4.1.6 Motion (Bennett, Schwartz) to approve Resolution 19-45 confirming Trustee Liaison & Member Appointments to various boards, commissions and committees; unanimously approved.
- 4.1.7 Motion (Bennett, Meleski) to approve Resolution 19-46 certain officials to execute an agreement a distribution easement to Wisconsin Electric Power Company for the property bearing tax key number 657-2001-000 located at 5635 South New Berlin Road for the installation and maintenance of a natural gas service to serve the Public Works Facility; unanimously approved.
- 4.1.8 Motion (Bennett, Meleski) to approve Resolution 19-47 approving a Green Solutions Funding Agreement with the Milwaukee Metropolitan Sewerage District (MMSD) for funding assistance for the installation of a bio-filtration basin, dry detention basin, and native landscaping at 5635 South New Berlin Road; unanimously approved.
- 4.1.9 Motion (Bennett, Schwartz) to approve Resolution 19-48 approving a Certified Survey Map (CSM), being part of the Northwest ¼ of the Southwest ¼ of Section 30, in Township 6 North, Range 21 East, in the Village of Hales Corners, County of Milwaukee, State of Wisconsin (Carol Zach); unanimously approved..

5.0 SPECIAL COMMITTEE REPORTS

- 5.1 **Fire & Police Commission Meetings** – April 23, 2019, April 29, 2019 & May 8, 2019 – M. Stahl reported.
- 5.2 **Library Board Meeting** – April 25, 2019 – L. Bergan reported.
- 5.3 **July 4th Committee Meeting** – May 1, 2019 – D. Besson indicated this item was discussed at the Committee of the Whole and no further report is needed.
- 5.4 **Public Works Committee Meeting** – April 18, 2019 – K. Meleski reported on this on April 22, 2019. No additional information

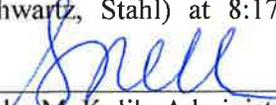
6.0 VILLAGE OFFICIALS REPORT

- 6.1 Resolution authorizing certain officials to execute an agreement for the 2019 Ash Tree Removal Program Services with Limbwalkers Tree Service, LLC. M. Martin reported on the bid opening for the project and the lowest bidder was Limbwalkers. Motion (Schwartz, Meleski) to approve Resolution 19-49 authorizing certain officials to execute an agreement for the 2019 Ash Tree Removal Program Services with Limbwalkers Tree Service, LLC.; unanimously approved.
- 6.2 Thank you from family of M. Matusin – S. Kulik directed the Board to the enclosure in the packet.
- 6.3 Public Works Facility Update – M. Martin updated the Board on the status of the project.
- 6.4 STH 100/ USH 45 update – no report.

7.0 PRESIDENTS REPORT

- 7.1 MMSD/ICC Meeting – May 13, 2019- D. Besson reported.

- 8.0 **ADJOURNMENT** – Motion to adjourn (Schwartz, Stahl) at 8:17 p.m.; unanimously approved.



Sandra M. Kulik, Administrator/Clerk