

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 & M. Stahl. Trustee D. Schwartz was absent and excused. Staff: Village Administrator S. Kulik, Health Director K. Radloff, Police Chief E. Cera, Co-Director Recreation B. Groshek. Audience (0).

2.0 PUBLIC COMMENT: none.

3.0 AGENDA ITEMS

3.1 2020 Budget

3.1.1 Health Department – 530 – Health Director K. Radloff addressed the Board and presented the proposal. Reported that they are again full staffed after recent retirements and vacancies have been filled. Budget as presented is mostly status quo. The budget as presented includes a pay range update for the Health Officer position. An analysis was completed similar to the one that was presented for the nurse when it was vacant. The pay grade is an average of the salaries of the Zone D departments in the area and the rate proposed for the Health Officer is at the lowest of the new proposed range. As this is a substantial increase, no merit is proposed for this position in 2020. Overall the salaries are going down due to the new hires and an increase in the grant allocation as historically it has been a 20% actual allocation versus the budgeted 10%. In addition, a former employee who was eligible for health insurance coverage will lose the eligibility in July 2020 and no other employees in the department will be able to qualify for post-employment coverage including the Health Officer due to the years of service requirement. Revenues are slightly decreased as we knew in 2020 that the new Festival store would be coming in 2019 and we have no notice of anything in 2020. Under new equipment and supplies there is a 3 year renewal for fit test equipment which is again up in 2020 which increases this account. Increases in telephone costs are for 2 cell phones which may not be grant eligible and are therefore included in the general budget. Auto allowances are going down as more conferences and training is available as web training. Risk Management expenses are increased greatly as Administrator Kulik reported that the employees in the group are in the wrong work comp class. S. Kulik reported that it was office clerical at 8810 when it should be 9414 Municipal Operations which is a riskier and therefore higher cost plan for all but the clerical admin support. Computer software and support has an increase for trend micro which is the security suite which is due for renewal in 2020. R. Brinkmeier question regarding windows software upgrade completed in 2019. K. Radloff responded that the budget request was greater than what was actually charged but she had confirmed with the vendor that it was accurate. S. Kulik commented that the charge from the vendor requested at budget time was given to all the departments at the same rate and the vendor did not identify that the budget was bundled for all the Village equipment and it overstated in nearly every department. D. Besson question regarding Ontech Charges which are increasing. K. Radloff reported that she has 2 new employees and she was unsure of what may be required therefore she increased this item. S. Kulik

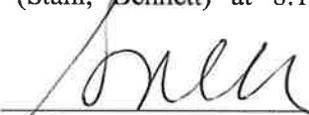
commented that OnTech will still be required in all budgets for at least 2020 and potentially part of 2021.

- 3.1.2 Police Department – 521- Chief Eric Cera addressed the Board and presented the Police Department 2020 budget proposal. Budget as presented is largely a status quo from 2019 submissions. Minimal changes to the salaries and benefits with the largest change for WRS rate increases which are outside Village control. Uniform allowance is increased due to turnover in employees and the requirement to provide the initial issuance of uniforms. Fuel is going up based upon information analyzed by Administrator Kulik from the Department of Energy and average fuel consumption. Teletype costs are going down as we have moved to a different system and no longer require a T-1 line to accomplish data transfers to West Allis as we are going to use a commercial platform with Spectrum for fiber and Spectrum will update it at no cost to the Village. A 220% increase in evidence supplies and process has the increase in operations due to a warranty program for the body camera equipment at \$10,000 as they are now or soon will be out of warranty. Radio program page had a typographical error on it but it does not affect the budget for this item. The radio account has been reviewed and due to a major milestone, the OASIS system is fully operational and we were able to review the County equipment costs per unit and reduced that based upon needs of the Village. The outlay equipment list was discussed for individual items. These are the bigger ticket items that are on a specific schedule and due to the accounting change implemented by Administrator Kulik; these are not capitalized assets and therefore remain in the operating budget. The list requested in 2018 for 2019 was prefunded with surplus monies. R. Brinkmeier question regarding how many units would be covered for the \$1,000 listed for modem units. Chief Cera indicated it is for one unit per year. New squads are built into the base bid. Question from D. Besson regarding the radar equipment listed in both the Public Works and Police budgets if they are the same request. Chief Cera commented that they are not the same units. The Public Works units are for gathering data and the Police Units are intended to draw attention to the speed limit by displaying the speeds in an attempt to slow down traffic. The engineering equipment has different uses. There are roughly 5 hot spots in the Village and we have found that enforcement efforts only work for a short duration. The radar signs accomplish a police presence without a human present and science has shown their effectiveness. The Public Works signs would be portable whereas the radar signs are mounted and stay at key intersections. D. Besson question if one device was available to solve both issues and they could therefore expend less and accomplish the same goals. Chief Cera commented that no, it would not as the speed signage is intended to change driver behavior rather than gather data and the units being proposed are substantially different in design and purpose. M. Bennett question regarding the \$77,000 shown on the equipment replacement list and what that is for. S. Kulik commented that is only for squad car replacements. M. Bennett question about model year intended for purchase. Chief Cera commented that again the standardization is problematic as each year they seem to be changing the model used for interceptor model cars which causes issues with re-using installed equipment. 2020 will be normal standard year procurement with no intention to purchase earlier. S. Kulik commented that the year-end estimate shows approximately \$195,000 in surplus funding for this

department primarily due to the staffing vacancies throughout the year. She question whether the Board felt the items requested under the outlay account at \$23,511 and the \$10,000 for the Watchguard system were valid budgetary requests and if yes, her recommendation is to pre-fund them with 2019 surpluses. M. Bennett question on how much surplus existed. S. Kulik commented \$195,000 in police and \$235,000 village wide. Total request for pre-funding items is \$33,511. M. Bennett question if the pre-funding reduces the 2020 request for this department and the related impact on the tax levy. S. Kulik commented that it does. The budgets as proposed if fully funding in 2020 would have meant an average home would be an \$89 increase and that she had reviewed all requests for possible options on prefunding to reduce that impact. M. Bennett request to know what the percentage increase would be for the department if prefunded. S. Kulik calculated the rate at 0.65%. M. Bennett question to Chief Cera regarding the staffing levels presented and whether that was proposed or already in place. Chief Cera response is that the 4 Sergeants and 1 Lieutenant model is in place. The history of the 2 Lieutenant model dates back to when he was a Lieutenant and one of those positions was administrative duties which time has evolved and those duties are greater than 50% Information Technology requirements and with the new hire for IT on boarding in a week or so, that administrative role has been resolved. The Village needs that supervisor who a sworn officer is doing sworn officer/command duties and the new IT allows them to evaluate the impact. M. Bennett question regarding the allocation of the IT employee. S. Kulik commented that the position is all included in the Police budget for 2020 and that over time as that employee begins working in other departments, an allocation method would need to be identified. S. Kulik commented all the departments are likely to see OnTech charges as we know that this new person is not going to be available for general computer use. Chief Cera indicated that a significant amount of institutional knowledge must be transferred to the new hire and that will take time. Motion (Besson, Stahl) to approve pre-funding the \$10,000 Watchguard warranty request, the \$17,511 in outlay small items requests and the \$5,800 radar equipment from available 2019 surplus funding and remove it from the 2020 budgetary request; unanimously approved. S. Kulik commented that there was a request in the 2020 Facilities 517 Department for \$20,000 to repaint the police side of the Village Hall and asked if Chief Cera to provide input on the request. Chief Cera commented that paint was not really the issue but that the assignment room needs to be updated and its condition is such that the area designed for officers to do their reporting was never properly set up and the shelf attached to the wall is falling off as well as the space to place papers with the two computers side by side means a lot of the notes etc. end up on the floor. He does not believe that the painting issue is \$20,000 and there would be a better use to re-do the assignment room. S. Kulik commented that it is currently in the 517 General Fund Facilities account and regardless of its purpose, it belongs in the 200 Capital Fund which has had a sinking fund for projects such as this which is currently at a \$49,000 balance. M. Bennett request to revisit the equipment replacement fund and question the available fund balance for squad cars. S. Kulik commented that he has enough for the 2020 requests and that the Village has done pretty much all they can to stretch the dollars and that 2021 he will likely need to increase that request to be able to purchase vehicles.

3.1.3 Recreation – 552 – Co-Rec Director B. Groshek presented the 2020 Budget proposal. S. Kulik commented she had worked with Co-Directors to develop the budget and as proposed it has a small tax levy impact of \$706. The summer recreation program is budgeted at \$80,000 and if they increase back to the 200 participant level they will have surplus revenues to cover the expenses. B. Groshek commented that when the program returns to the Hales Corners Elementary School, they can increase the program level back to 200. When the levels are higher than can manage that through hiring additional support staff. There are no equipment needs at this time either. Spring 2021 is intended to be a year they add programs for adults. D. Besson thanked them for stepping in so quickly in the spring of 2019 and running a successful program. B. Groshek extended his thanks to Public Works staff for assisting them with moving equipment. S. Kulik wanted the Board to be advised that for the 4th year in a row fees are not going up to run this program and that the total acceptance limit was challenging but that the co-directors and Village Hall staff worked well together and had much better communication. S. Kulik also commented that they had to enforce the no refund policy as an enrollee parent had secured other services for their child and were not happy funds would not be returned for the remaining few weeks of the program. They were advised that it was not fair to the families that got turned away with the spot that their child occupied with no intention of filling it for the whole season. B. Groshek reported he had a call from someone complaining about the \$405 rate as they thought it was per week and when informed it was for 8 weeks were surprised and stated they would run down and get it paid before it was full.

4.0 ADJOURNMENT – Motion to adjourn (Stahl, Bennett) at 8:12 p.m.; unanimously approved.



Sandra M. Kulik, Administrator/Clerk