

The meeting was called to order at 6:45 p.m. by Chair M. Bennett.

1.0 Roll Call – Present: Chair M. Bennett. Trustees: L. Bergan, R. Brinkmeier, K. Meleski, D. Schwartz, M. Stahl and Pres. D. Besson. Administrator S. Kulik & Health Director K. Radloff. Other Audience (2).

2.0 Public Comment – none.

3.0 Agenda Items

3.1 **Minutes:** Motion (Besson, Stahl) to approve minutes as presented; unanimously approved.

3.2 **Appointment – Ethics Board – re-appointment – J. Redding** – D. Besson reported on and requested to re-appoint J. Redding. Motion (Besson, Schwartz) to forward to the Village Board for approval; unanimously approved.

3.3 **Certified Survey Map - Hales Corners Plaza, LLC.** – S. Kulik reported that item had been approved by the Plan Commission for forwarding to the Village Board. Motion (Schwartz, Stahl) to forward to Village Board for approval; unanimously approved.

3.4 **Act 185 – Property Tax Deferment Update** – S. Kulik reported on update from Milwaukee County’s resolution 20-398 which approved the deferral for payments after April 1, 2020 for delinquent payments and allowing the July 31 installment to be due on October 1, 2020. The county resolution did not include a hardship provision. The current list of delinquent accounts for the January installment is 25 tax payers and over \$150,000 in payments including penalties and interest which do not qualify for deferment at all as a January 31 delinquency removes the installment option for those properties. Of the 25, 17 parcels are frequent and routinely delinquent and two of them have not paid taxes in over 4 years totaling \$50,000 on one and \$25,000 on another. Of the April 30, 2020 delinquent payers, there are 32 properties at over \$121,800 in penalties and interest that would qualify if the Village passes a resolution which has to be identical to the one passed by Milwaukee County, however 50% of those properties are frequently delinquent as well. The Milwaukee County resolution does not include any hardship provisions, so if the Village Board chooses to move forward, all delinquent April installments would be eligible. That results in approximately \$15,000 in lost revenues for penalties and interest as well as lost interest earnings on the July installment payments which would not be due until October. The July 31 postponed payments total over \$817,000. Overall, total unpaid final tax installment parcels is 332, which means that over 2,050 parcels are paid in full. This resolution if passed, would only impact 275 current tax payers and 32 delinquent tax payers. In addition, the Village would need to settle with the overlying districts for funds collected. So, no funds from the County would be received until likely mid-October and cash flow gets very tight while we wait for those funds. It can be done, but it does reduce reserves at a time when other revenues are 15% of what they normally would be at this point in the year. At this time only 2 calls have come in requesting this. One was a business who decided to just pay it in full as they realized that if they waited to October to make the payment as a whole new tax bill would be due in 2 months anyway. The other was a resident but they did not identify themselves. M. Bennett question regarding whether the residents have to contact us to do this. S. Kulik replied that they do not. It is automatic for all. S. Kulik provided additional statistics on delinquencies in previous years and this year is right on target for what is normal for the Village. D. Schwartz requested S. Kulik make a recommendation. S. Kulik commented that she feels that we can do it, but that it will make money tight later in the year and basically it only assist 275 taxpayers, but feels that the Board should make this decision. D. Besson commented that he feels it is not fair to the 2,052 who have paid on time to

grant this extension and if the hard ship option had been included, that he would feel differently. M. Stahl concurred with D. Besson's comments. Motion (Besson, Bergan) to not approve any resolution on this issue; unanimously approved.

- 3.5 **Election Newsletter** – S. Kulik addressed the Committee with a request to expend funds and prepare a separate newsletter specific to issues with absentee balloting. Intention was to educate those requesting absentees to eliminate errors that required the ballots to be rejected or to have to send them back for corrections. It would be a one page flyer to explain how to request a ballot, what a photo ID is and what it is not as well as a diagram on how to fill out the envelope so it is not rejected. The cost would be approximately \$2,500 to mail and print. K. Meleski question on whether it could go out with the Village Newsletter. S. Kulik responded it could not as that newsletter was already delayed pending decisions for the July 4th Celebration and summer recreation and that newsletter has been sent to the printer already. M. Bennett question regarding who will it be mailed to. S. Kulik reported one mailer per household not per voter and to be sent out the beginning of July. M. Bennett question regarding whether the mailing would include the in-office voting hours. S. Kulik reported that it would. Motion (Schwartz, Besson) to forward to the Village Board for approval; unanimously approved.

3.5.1 **Update on Wisconsin Elections Commission (WEC) actions** S. Kulik reported on funding to be received from a CARES Act grant from the WEC. The April 7 election cost submitted for the first CARES Act grant was over \$11,000. There is an additional grant from the WEC and the Village allocation is estimated at \$5,500 based upon \$1.10 per registered voter and a flat \$200 fee per municipality.

- 3.6 **Milwaukee County Urban County Jurisdiction 2012-2023 Renewal of Cooperation Agreement (CDBG)** – S. Kulik referred the Committee to the memo in the packets. The recommendation is to complete one more contract cycle for 3 years and determine whether this program still provides any value to the residents of Hales Corners. The Village no longer has the Interfaith Group requesting the funds anymore and only 1 taxpayer has used the “home repair” program monitored by the County under this program. Motion (Besson, Schwartz) to forward to the Village Board for approval; unanimously approved.

- 3.7 **Regulation on the keeping of chickens in the Village of Hales Corners** – S. Kulik reported that this item was referred from the March meeting. She has contacted the residents who requested the item and reported she would be asking for this to be revisited in September. Motion (Schwartz, Stahl) to refer to the September meeting; unanimously approved.

- 3.8 **Code Enforcement – April & May** – S. Kulik reported on statistics. No action taken.

- 3.9 **Request to Hire Limited Term Employees (LTE's) for Health Department** – S. Kulik requested this item come item 3.3 as Director Radloff was in the audience. K. Radloff addressed the Committee regarding the funding that has been awarded from the State to address contract tracing. K. Radloff reported that she would like to hire 3 limited term employees at \$20 per hour to handle the contract tracing required when a COVID-19 positive person is reported as well as those that have been in contact with a positive case. The amount of time required to monitor them on the daily basis requires one phone call as well as managing email updates on their condition. A symptomatic person must be fever free for 3 days without medication and any person that has been in contact with them must be quarantined for 14 days after that three day period. Currently the case load is 117 cases and the prediction is an 8% increase in cases statewide, but she feels that as Milwaukee County is at 14%, that the caseload will be 10 per week. The initial case investigation takes at least an hour and a half and recently there has been a need for a translator, which fortunately the Village has one on staff in the administration area, but that adds additional time for both the required initial investigation and the follow up contact calls. Each contact is estimated by the State to take 5 hours so at the current case

load that's 25 hours a week and the follow up is 23 hours a week. The positive cases are roughly 40 hours per week. In total that is nearly 100 hours a week and staff is only 2.3 FTE's. Motion (Schwartz, Bergan) to forward to the Village Board for approval the hiring of LTE's estimated at 20 hours per week and \$20 per hour and to provide a job description at the Board of Trustees; unanimously approved.

- 3.10 **Request for pay rate adjustment – Health Sanitarian – M. Kapelis - K. Radloff** reported to the Committee that the current sanitarian has agreed to delay retirement to the end of June. With the passage of the recent pay plan update, M. Kapelis should be moved to the midpoint of the new range, \$29.78 and that is the request. Motion (Besson, Stahl) to forward to the Village Board for approval; unanimously approved.
- 3.11 **Routes to Recovery – Local Government Aid Grants – S. Kulik** reported on \$124,433 in allocated funding at the State for COVID-19 expenditures. It is not yet clear how that funding is to be requested. A separate fund will be established to track the various grant allocations and costs to make sure that duplicate submissions are not made. D. Besson commented that one person should be watching and submitting this information and that he had a conversation with the Administrator that she volunteered to be the point of contact as she has access to all the financial data anyway and it would end up in the Administrative offices anyway. D. Schwartz question if the Board could be kept updated with the various funding issues and grants. S. Kulik reported that it was her intention to do it anyway and as it is similar to any other “project” with a lot of moving parts. Motion (Besson, Stahl) to direct S. Kulik to administer and manage the program; unanimously approved.
- 3.12 **Meadows Room Use – S. Kulik** requested the Board keep the Meadows Room and other community rooms restricted to Village use only at this time. The costs to clean before and after the use as well as the inability to monitor the number of participants and social distancing recommended guidelines without dedicating staff to the events, especially as the Village does not charge for the use of the space, is not possible at this time. Motion (Schwartz, Besson) to restrict the Village Hall to official use only until September; unanimously approved.
- 3.13 **July & August Calendar – S. Kulik** reported on the July and August calendar conflict and vacation related issues. Recommendation for July COW for July 7th and the BOT for July 20th. There will likely not be a July Plan Commission meeting as there are no applications and the deadline is Friday. August calendar will be August 3 for the COW and the BOT on the 24th of August. Consensus for the dates as recommended.
- 3.14 **Agendas & Minutes – M. Bennett** discussion on providing agendas and minutes to the Trustees as paper packets are no longer presented. S. Kulik responded that an email link can be sent with the agendas, packets and it would be draft minutes can be accommodated.
- 3.15 **Operators Licenses: N. Djilas – S. Kulik** reported on this applicant with a recent conviction related to the licensed activity. The applicant was contacted and was not able to be at the meeting, but is working with the employer and will be present at one of the Board of Trustee meetings in June. Motion (Meleski, Schwartz) to forward to the Village Board without a recommendation with request that applicant be present at a June meeting to discuss application; unanimously approved.
- 3.16 **Liquor Licenses:**
- 3.16.1 “Class B” Liquor and Class “B” Beer Combination Licenses: Annie’s Place (10432 W. Forest Home Ave), Ann’s Italian Restaurant (10258 W. Forest Home Ave), The Bosch Tavern (5871 S. 108th St), Diamond Jim’s Stoneridge (11811 W. Janesville Rd), Krueger’s Bar (9900 W. Forest Home Ave), Open Flame (5081 S. 108th St), Clifford’s Supper Club (10418 W. Forest Home Ave), That’s Amore Restaurant (5080 S. 108th St), Sandra’s on the Park (10049 W. Forest Home Ave), Tanpopo Ramen & Sushi (5191 S. 108th St), The Hale House (10539

- W. Forest Home Ave) Motion (Besson, Stahl) to forward to Village Board for approval; unanimously approved.
- 3.16.2 “Class B” Liquor and Class “B” Beer Combination Licenses : Senfts Cocktails (10258 W. Forest Home Ave) – S. Kulik reported on information received from the Village Attorney regarding this application. Property has delinquent taxes due and recommendation is to forward for approval but hold license until July 31, 2020 if taxes are paid and issue the license. If the taxes are not paid, a revocation proceeding will be needed. Motion (Besson, Stahl) to forward to Village Board for approval as recommended an hold license as advised; unanimously approved
- 3.16.3 “Class B” Liquor and Class “B” Beer Reserve Combination Licenses: Charmbiance Ltd. (11003 W. Forest Home Ave, Unit A), Spice Mexican Street Tacos, LLC (5311 S. 108th St), Pho Ever (5740 S. 108th St) Motion (Besson, Stahl) to forward to Village Board for approval; unanimously approved.
- 3.16.4 “Class C” Wine and Class “B” Beer Combination Licenses: Taj Mahal Indian Restaurant (5114 S. 108th St), Confucius House (5394 S. 108th St) Motion (Besson, Stahl) to forward to Village Board for approval; unanimously approved.
- 3.16.5 Class “B” Beer Licenses: Zilli Hospitality Group (9400 Boerner Dr), That’s Amore II (5879 S. 92nd St). Motion (Besson, Stahl) to forward to Village Board for approval; unanimously approved.
- 3.16.6 Class “A” Beer and “Class A” Liquor Licenses: Consumer Beverage (5313 S. 108th St), Hales Corners Beer & Liquor (10561 W. Forest Home Ave), Pick ‘N Save #6366 (5800 S. 108th St), Jetz –#4526 (6101 S. 108th St), Sendik’s Food Market (5101 S. 108th St) Motion (Besson, Stahl) to forward to Village Board for approval; unanimously approved.
- 3.16.7 Class “A” Beer License: Hales Corners Hometown Citgo (5200 S. 108th St) Motion (Besson, Stahl) to forward to Village Board for approval; unanimously approved.
- 3.17 **Secondhand Dealer/Pawnbroker License:** Strack’s Antiques, 5767 S. 108th Street Motion (Besson, Stahl) to forward to Village Board for approval; unanimously approved.
- 3.18 **Massage Establishments:**
- 3.18.1 Aligned Modern Wellness (6278 S. 108th St.), Asian Massage One (5122 S. 108th Street), Body Work by Becky Massage Therapy (6160 S 108th St.), Essential Wellness (6160 S. 108th St.), Healing Essence Therapeutic Massage & Skincare (10521 W. Forest Home Ave., Unit 206), Healthwise Chiropractic (10731 W. Forest Home Ave.), In Step Physical Therapy (5700 S. 108th St.), Natural Touch Massage Therapy (6160 S. 108th St.), Originails Salon & Spa (6122 S. 108th St.), Quintessential Massage (12065 W. Janesville Rd.), Sue Novy, OTA LMT LE (5307 S. 92nd Street, Unit 105. Motion (Besson, Stahl) to forward to Village Board for approval; unanimously approved.
- 4.0 **Adjournment-** Motion to adjourn (Schwartz, Besson) at 8:25 p.m.; unanimously approved.

Submitted,



Sandra M. Kulik, Administrator