

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, Public Works Director M. Martin, Library Director P. Laughlin. Other Audience (6).

**2.0 Public Comment** – none.

**3.0 Agenda Items**

3.1 **Minutes May 6, 2019** – S. Kulik presented no action.

3.2 **MMSD – Intergovernmental Cooperation Agreement StormGUARDen device installation** – M. Martin and C. Bristol-Groll from Stormwater Solutions. C. Bristol-Groll addressed the Committee regarding a proposed StormGUARDen device to be installed at the Village Hall facility to capture rainwater runoff. The device and installation are part of an MMSD grant and would be provided at no cost to the Village. Staff from StormGUARDen would educate staff on the maintenance of the unit which is typically once a year in the fall. Each municipality in the MMSD Green Initiatives (GI) program is being offered one unit, two municipalities declined due to building designs issues which will not allow the installation of the system. Those units will be re-offered as to other communities through a lottery system. Motion (Schwartz, Besson) to approve installation of the system on the Village Hall facility and to submit a request for a second unit under the proposed lottery concept; unanimously approved.

3.3 **Code Enforcement Complaint** – 5160 S. Meadowlark Lane – S. Kulik summarized the complaint issue. A 34 ft by 10.5 ft trailer is parked in the front drive on an improved surface. Code limits are 32 ft x 13.5ft. The owner of the property and Village personnel discussed a side yard concrete pad and screening, fast growing arbor vitae have been proposed to screen it from the neighbor's home to get it tucked out of sight from the front yard. G. Marine, 5190 S. Meadowlark Ln, Hales Corners addressed the Committee concerning a 34 foot trailer parked in the driveway and stated his preference is for it to be on the north side of the property versus on his side and that he is opposed to it being allowed to remain. R. Moon, 12004 W. Meadowlark Court, Hales Corners, addressed the committee in opposition to the proposed solution and stated he did not want the trailer at all, but that if the owner purchased a 32 x 13.5 trailer that it could stay in the front yard without being non-complaint. S. Kulik commented that the additional 3.5 feet adds 128 square feet to the existing trailer and is nearly as high as the garage door. Further, she believed the issue was about the unsightly ness of it and this solution solved that problem far better than putting up what would look like a drive thru movie screen sized trailer in the front yard setback. F. Kramer, 12008 Meadowlark Ct, Hales Corners addressed the Committee in opposition to the accommodation as proposed. He stated a good neighbor would park the trailer off site and he doesn't want the trailer there at all. R. Drew, 5106 S. Meadowlark Ln, Hales Corners, owner of the subject property addressed the Committee. R. Drew stated he had met with staff on site and that he was not trying to push anything out of compliance but that he had been cooperating with the Village and that this solution would leave only the tongue of the trailer exposed and should not be visible from the street unless someone was looking for it. He proposes a concrete base and may need a retaining wall to address drainage and is willing to do that. M. Bennett commented that this seemed more conducive to addressing the line of sight concerns expressed as opposed to a taller but shorter trailer still be placed in the front yard. D. Schwartz thanked the owner for his cooperative attitude. D. Besson commented that the zoning administrator has the right to come up with reasonable solutions under the code and that he felt this was the spirit of what the Village was intending with the code

enforcement efforts. S. Kulik commented that any acceptable solution would include a notice in the letter that any subsequent trailers purchased must meet the code requirements. M. Stahl question for M. Martin regarding drainage. M. Martin commented that the subdivision was built in the 80's and that common thought at that time was to have a swale between the houses that drains water from both homes to the street. Further, he commented that R. Drew was correct in that he would need to maintain the grade to the swale and that if the intent was to put this on the north side of the home, the land grade drops to the south there and the water would end up going to the south anyway, although a little slower. Some of the water could be pitched out the driveway but may cause a sheeting problem and ice issues in the winter. M. Bennett commented that it is a better choice to proceed as proposed as it addresses the concerns as it screens the trailer from view eliminates the line of sight complaints versus his buying the larger but compliant trailer he states he would need. She feels this is a proper accommodation as any future trailers would have to be code compliant and that to ask someone to sell a trailer that they already own and that is a better solution to the problem by tucking it back on an improved and screened area and it will look much better for the entire neighborhood Motion (Besson, Schwartz) to allow the owner to keep the existing trailer with the following conditions: sufficient screening on a south side concrete pad addition that is long enough that only the tongue will be visible, that drainage is not affected adversely and that any replacement trailer will be code compliant; unanimously approved.

- 3.4 **May Code Reports** – S. Kulik reported.
- 3.5 **Regulation of Electronic Smoking Devices** - K. Radloff addressed the Committee regarding the proposed ordinance to regulate the use of electronic smoking devices. M. Stahl question regarding why it was needed as electronic smoking devices are already illegal for minors to purchase. K. Radloff commented that it was true that it is illegal to buy, but laws do say it is illegal to consume (use) them and this is intended to address that issue. Motion (Besson, Schwartz) to forward to the Village Board for approval; unanimously approved.
- 3.6 **Memorandum of Understanding: Tuberculosis Clinical Services** – K. Radloff reported that this is a renewal of a contract approved in 2017. Motion (Schwartz, Stahl) to forward to the Village Board for approval; unanimously approved.
- 3.7 **Library By-Laws** – P. Laughlin addressed the Committee. Library By-laws have been modified to be in line with the Village By-laws in regards to appointment dates. M. Bennett identified some clerical errors and P. Laughlin indicated she would update the proposal. The next step is for the Library Board to approve them after a review by Village Attorney J. Wesolowski. No action taken.
- 3.8 **Comprehensive Master Plan update** – T. Fonseca, representative from GRAEF- USA Inc reported to the Committee. S. Kulik stated the resolution is a not to exceed \$80,000 budget and T. Fonseca responded she would get the information revised. Motion (Schwartz, Besson) to forward resolution and contract addendum as modified to the Village Board for approval; unanimously approved.
- 3.9 **Police Information Technology Specialist Authorized Position and Pay Plan** – S. Kulik reported on behalf of Chief Cera who was unable to attend. Fire and Police Commission approved the job description and after reviewing market rate the proposed grade and position as described in the attached resolution, is requested to be approved. This is a civil position and not a sworn officer. The current person handling this at the PD is a sworn command staff officer who is better served by performing police work. M. Bennett questioned the placement of the grade where it was proposed as being higher than she expected. S. Kulik commented that she has done a market study at this is the going rate. M. Martin commented that this is what the market rate should be. Motion (Schwartz, Besson) to forward to the Village Board for approval; unanimously approved.

- 3.10 **2019 IDDE Agreement with AECOM** – M. Martin addressed the Committee regarding the annual program requirements for the IDDE program required by the Wisconsin Department of Natural Resources. Contract rate is \$4,248. Motion (Besson, Schwartz) to forward to the Village Board for approval; unanimously approved.
- 3.11 **Charter Cable Easement – new DPW Facility** – M. Martin addressed the Committee regarding the need for an easement to provide cable to the facility which is currently proposed to be placed upon a pole in the corner of the Village Hall parking lot. Motion (Schwartz, Besson) to forward to the Village Board for approval; unanimously approved.
- 3.12 **Donated Bench Proposal** – M. Martin reported he had not had anything further to report due to time constraints on his work load. Motion (Schwartz, Besson) to approve placement of the donated bench subject to staff approval; unanimously approved.
- 3.13 **Tattoo & Body Piercing Establishment License: Sai Beauty Bar LLC, 5319 S. 108<sup>th</sup> Street, Suite 11** – S. Kulik reported that this item is here for information purposes as the final inspections are not complete. Intention was to inform board of the upcoming license request but no action is needed at this time.
- 3.14 **Operators Licenses: R. Conti, M. Gaza & V. Sberna** – S. Kulik reported the applicants all had clear background reports. Motion (Besson, Schwartz) to forward to the Village Board for approval; unanimously approved.
- 3.15 **Temporary Class “B” / “Class B” Retailers License: St. Mary Parish Festival – July 12, 13, & 14, 2019** – S. Kulik reported no issues. Motion (Schwartz, Stahl) to forward to the Village Board for approval; unanimously approved.
- 3.16 **Temporary Class “B” / “Class B” Retailers License: Whitnall Youth Baseball – Holz Motors Classic Car Show – July 4<sup>th</sup> Community Celebration – July 4, 2019 and Temporary Operators License: M. Meyer** – S. Kulik reported no issues. Motion (Schwartz, Besson) to forward to the Village Board for approval; unanimously approved.
- 3.17 **Operator License: J. Agner** – S. Kulik reported the applicant has withdrawn the request.
- 3.18 **Liquor Licenses**
- 3.18.1 **“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. 108<sup>th</sup> St), Diamond Jim’s Stoneridge (11811 W. Janesville Rd), Krueger’s Bar (9900 W. Forest Home Ave), Open Flame (5081 S. 108<sup>th</sup> St), Clifford’s Supper Club (10418 W. Forest Home Ave), That’s Amore Restaurant (5080 S. 108<sup>th</sup> St), Sandra’s on the Park (10049 W. Forest Home Ave), Chipotle Mexican Grill #515 (5794 S. 108<sup>th</sup> St), Tanpopo Ramen & Sushi (5191 S. 108<sup>th</sup> St), The Hale House (10539 W. Forest Home Ave);** Motion (Besson, Schwartz) to forward to Village Board for approval; unanimously approved.
- 3.18.2 **“Class B” Liquor and Class “B” Beer Combination Licenses: Senfts Cocktails (10258 W. Forest Home Ave)** S. Kulik commented that this license was listed separately as there are issues with the licensee, but that the owner was working to address it. They have until June 30, 2019 to be clear the outstanding items or we may need to initiate proceedings. Recommendation is to proceed as normal and pending results of activities in the next few weeks we will know where this license stands. Motion (Besson, Schwartz) to forward to Village Board for approval; unanimously approved.
- 3.18.3 **“Class B” Liquor and Class “B” Beer Reserve Combination Licenses: Pho Ever (5740 S. 108<sup>th</sup> St), Charmbiance Ltd (11003 W. Forest Home Ave), Braun’s Power House 100 (5171 S. 108<sup>th</sup> St), 9<sup>th</sup> Slice Pizza Company (5620 S. 108<sup>th</sup> St);** Motion (Besson, Schwartz) to forward to Village Board for approval; unanimously approved.
- 3.18.4 **“Class C” Wine and Class “B” Beer Combination Licenses: Taj Mahal Indian Restaurant (5114 S/ 108<sup>th</sup> St), Confucius House (5394 S. 108<sup>th</sup> St).**

- Motion (Besson, Schwartz) to forward to Village Board for approval; unanimously approved.
- 3.18.5 **Class “B” Beer Licenses: Zilli Hospitality Group (9400 Boerner Dr), That’s Amore II (5879 S. 92<sup>nd</sup> St).** Motion (Besson, Schwartz) to forward to Village Board for approval; unanimously approved.
- 3.18.6 **Class “A” Beer and “Class A” Liquor Licenses: Consumer Beverage (5313 S. 108<sup>th</sup> St), Hales Corners Beer & Liquor (10561 W. Forest Home Ave), Pick ‘N Save #6366 (5800 S. 108<sup>th</sup> St), Jetz –Rstore #70 (6101 S. 108<sup>th</sup> St), Sendik’s Food Market (5101 S. 108<sup>th</sup> St) .** Motion (Besson, Schwartz) to forward to Village Board for approval; unanimously approved.
- 3.18.7 **Class “A” Beer License: Hales Corners Hometown Citgo (5200 S. 108<sup>th</sup> St)** Motion (Besson, Schwartz) to forward to Village Board for approval; unanimously approved.
- 3.19 **Secondhand Dealer/Pawnbroker License: Strack’s Antiques, 5767 S. 108<sup>th</sup> Street –** Motion (Schwartz, Besson) to forward to Village Board for approval; unanimously approved.
- 3.20 **Massage Establishments:**
- 3.20.1 **Aligned Modern Wellness (6278 S. 108<sup>th</sup> St.), Asian Massage One (5122 S. 108<sup>th</sup> Street), Basil Massage (9415W. Forest Home Ave.), Body Work by Becky Massage Therapy (6160 S 108<sup>th</sup> St.), Elle & Company (10826 W. Janesville Rd.), Essential Wellness (6160 S. 108<sup>th</sup> St.), Healing Essence Therapeutic Massage & Skincare (10521 W. Forest Home Ave., Unit 206), In Step Physical Therapy (5700 S. 108<sup>th</sup> St.), Natural Touch Massage Therapy (6160 S. 108<sup>th</sup> St.), Originails Salon & Spa (6122 S. 108<sup>th</sup> St.), Pure Wellness (5307 S. 92<sup>nd</sup> St.), Pure Zen Massage (10691 W. Parnell Ave., Unit 5), Quintessential Massage (12065 W. Janesville Rd.), Utopic Wellness Spa (10521 W. Forest Home Ave.)**
- 3.21 **July 4<sup>th</sup> Contracts –** S. Kulik presented list of contracts for July 4<sup>th</sup> event. Motion (Schwartz, Besson) to forward to Village Board for approval; unanimously approved.
- 3.22 **Discussion on Appointments**
- 3.22.1 **AD HOC Comprehensive Master Plan Update Committee: W. Banach, M. Bennett, D. Besson, R. Murphy, Chamber Member & staff support: S. Kulik, M. Martin –** D. Besson commented that Chamber Member appointment is Mike Clavette. Motion (Schwartz, Meleski) to forward to Village Board for approval; unanimously approved.
- 3.22.2 **Board of Health – M. Jansen –** D. Besson presented candidate. Motion (Schwartz, Besson) to forward to the Village Board for approval; unanimously approved.
- 3.22.3 **Ethics Board – F. Matestic –** D. Besson presented candidate. Motion (Schwartz, Besson) to forward to the Village Board for approval; unanimously approved.
- 3.22.4 **Library Board – M. Lindberg, B. Ludwig, C. Rogall, C. D’Acquisto –**D. Besson commented that he had met with Director Laughlin regarding the reappointments and her desire to have continuity at this time. Motion (Schwartz, Stahl) to forward to the Village Board for approval; unanimously approved.
- 3.23 **Village Administrator Evaluation**  
Motion (Besson, Stahl) to enter closed session pursuant to Wis. Stat. §19.85(1)(c), for consideration of the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, for the quarterly review of the Village Administrator over which the governmental body has jurisdiction or exercises responsibility. Roll Call: Ayes: Bennett, Besson, Bergan, Brinkmeier, Meleski, Schwartz, Stahl. Nay: None. Committee entered closed session at 8:20 p.m.

Motion (Schwartz, Besson) to re-enter open session. Roll Call: Ayes: Bennett, Besson, Bergan, Brinkmeier, Meleski, Schartz, Stahl. Nay: None. Committee re-entered open session at 9:05 p.m.

No action taken.

- 4.0 Adjournment-** Motion to adjourn (Stahl, Besson) at 9:05 p.m.; unanimously approved.

Submitted,



Sandra M. Kulik, Administrator