

The meeting was called to order at 6:45 p.m. by Chair K. Meleski.

1.0 Roll Call – Present: Chair K. Meleski, Trustees: L. Bergan, M. Bennett, R. Brinkmeier, D. Schwartz, M. Stahl and Pres. D. Besson. Administrator S. Kulik, Public Works Director M. Martin, Library Director P. Laughlin, Assistant Library Director: E. Branske, Library Board Member: M. Lindberg. Other Audience (6).

2.0 Public Comment

2.1 Request for review of property matter at 5771 S. Kurtz Road & 5757 S. Kurtz Road – Roberta Larson, 5771 S. Kurtz Road addressed the Committee regarding a drainage issues between her home and 5757 S. Kurtz Road and read her original complaint and the responses received from Village staff regarding the matter. John Brown, 11105 W. Parnell Avenue, Hales Corners addressed the board regarding the drainage matter and referenced Municipal Code Section 15.03 (8) which he felt mandated the Village to take action to address the situation. James and Barbara Olsen, 5757 S. Kurtz Road, Hales Corners addressed the Committee regarding the drainage issue. No changes have been made to the homes grading as a result of replacing his driveway in the same size and placement as previously and reported that Ms. Larson had also replaced her driveway. A substantial root system caused pavement and sidewalk issues and was removed in total along with other landscaping that he intends to replace once conditions warrant. S. Kulik commented that the code regarding drainage cited by Mr. Brown did not apply as the roof and driveway are not considered rain systems. Further, the road is 820 ft and the back of her home is 812 ft which natural water flow will go south along the lines. Mr. Olson’s home is 4 ft higher grade than Ms. Larson’s. S. Kulik reported to the complainant that there was no requirement in the code for gutters on homes. D. Besson commented that the section of the code being referenced by Mr. Brown began with “Water in Public Ditches” and was not referring to private property. M. Stahl commented that it appeared that the neighbors are friendly and they seem like they should be able to work together to figure this out but that she felt is it not a Village matter due to the private property element. K. Meleski requested DPW Director M. Martin to address the Committee regarding this issue. M. Martin stated that the issue was that the grade was appropriate at the time it was built in 1974 as they understood storm water at that time. New projects are now highly reviewed for storm water and in fact each development starts with addressing those issues. He concurred regarding the slope to the south as the natural water flow and without going to the site specifically recommended that the owners investigate a swale between the homes to direct water flow. The Village investigates drainage complaints and they are largely related to the loam soils the Village is mostly built upon. The area under this discussion is private land and not any easement or Village lands and the code does not address private lands. R. Brinkmeier question regarding what other options they had. S. Kulik replied it is a civil matter between the owners and they could hire attorneys and go to civil court. R. Brown indicated that they did not want lawyers involved. Consensus that code does not require the Village to take any action and recommended that the parties work together to find a landscaping or swale solution as discussed by M. Martin.

3.0 Agenda Items

3.1 **Minutes October 7, 2019** – no corrections noted. No action taken.

3.2 **Resignation – Public Works Commission – T. Sobocinski** – D. Besson reported on notice of resignation and advised he will be seeking a replacement. No action taken.

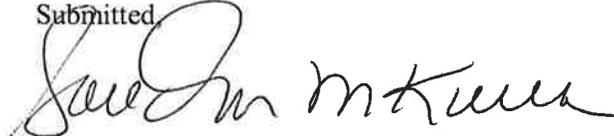
3.3 **Temporary Class “B”/”Class B” Retailers License: Hales Corners Friends of the Library – The Tastes of Hales Corners Wine & Beer Tasting, March 5, 2020** –

Motion (Schwartz, Stahl) to forward to the Village Board for approval; unanimously approved.

- 3.4 **Jetz Liquor License Change of Agent Public Hearing Notice** – S. Kulik reported on hearing date scheduled for November 11, 2019 – no action taken.
- 3.5 **Milwaukee County Federated Library System (MCFLS) 5 Year Agreement 2020-2024** – Library Director P. Laughlin and Library Board Member M. Lindberg addressed the Committee and updated them on the proposed agreement. The agreement is ultimately approved by the Library Board and is provided to the Village Board for informational purposes. No action required. M. Lindberg commented that MCLFS reciprocal borrowing has been reported as going away and that the information about that is false. P. Laughlin commented that only Milwaukee County has this revenue received under the reciprocal arrangement.
- 3.6 **Library Special Fund Account – 600-32632 – MCFLS Reciprocal discussion on fund balance carry over usage** – P. Laughlin reported on the estimated 2019 ending balance of approximately \$12,595 and the 2020 proposed budget estimates this balance will be over \$20,000. She reported on the history behind the transfer of these funds to the Village. By law, the Library has control over the funds but under the Jim Ryan years discussions were had as then President Ryan wanted the entire amount of the revenue to be turned over to the Village without any carry over balance remaining. During the discussions it was determined that a small residual balance should be allowed to remain for unbudgeted or emergency matters and that the funds could only be used as a transfer to the general fund. The Library Board is discussing using \$10,000 of that balance towards the development of architectural renderings of their proposed Library building project. D. Besson commented that the 2019 year ending estimates shows that the Library will be \$8,345 over budget and where does she anticipate that funding will come from? P. Laughlin commented that the Library has historically given money back to the Village at year-end and that this year the unusual unemployment situation was not something that could be controlled. D. Besson commented that he thinks that the discussion on the fund balance carry over usage is better had once the year-end figures are actually known. No action taken.
- 3.7 **Library Building Project – Community Use – HC Historical Society Fundraiser 10/1/19 report** – P. Laughlin reported on fees received for use of the Ben Hunt Room since they began charging for its use. Funds for 2019 are already at \$2,495 for year to date and exceed the adopted budget. A. Streckow, HC Historical Society reported on his findings of a new library built in Egg Harbor and he reported on the event for Ann’s Italian Restaurant held on 10/1/19.
- 3.8 **2019 -2020 Snow and Ice Control Policy & Procedures** – M. Martin reviewed the proposed document. Issues with cul-de-sacs snow removal during the 2018-2019 season were addressed. Three cul-de-sacs were plowed differently than 19 others due to complaints from certain homeowners. The decision to plow into the center of 3 cul-de-sacs conflicts with the Village’s obligation to “clear” the roads of snow and ice. Further, there have been incidents of children playing on the piles of snow. The piles are then a problem to move when they get to large as we only have one loader to move them with. S. Kulik commented that this policy needs to be a resolution adopted by the Board if they concur with its guidelines and that it should be posted and published to avoid future problems. R. Brinkmeier commented that any calls he would get he would be then able to use the document to discuss concerns. M. Bennett commented that the document has some grammatical mistakes that should be corrected. S. Kulik commented that she would like to bring in the owners on the 3 cul-de-sacs ahead of the winter and advise them of the change. The date she proposed is November 20, 2019 in the evening and indicated that should any board member wish to be present that they let her know. Motion (Schwartz, Besson) to recommend approval and forward to the Village Board; unanimously approved.

- 3.9 **Multimodal Local Supplement (MLS) – RA Smith proposal for application** – M. Martin reviewed memorandum requesting \$1,500 for RA Smith to complete the application for the MLS funding. The program is a 90/10 cost share and will be highly competitive. Based upon the criteria for selection several roads were recommended that would be the best match for the program. Motion (Schwartz, Besson) to forward proposal to Village Board for approval; unanimously approved.
- 3.10 **Refuse Contract update** – M. Martin reported on proposal to extend contract with Advance Disposal for one year. Jason Johnson from Advance Disposal addressed the Committee regarding changes in the recycling environment in that it used to make good financial sense for his company to do single stream recycling as there were buyers out there that wanted the materials and they could absorb the costs of sorting. The environment today is that they now must pay firms to take the recycling as the market is not there anymore. Future contracts will need to address the potential to return to dual recycling whereby paper is separated from everything else which would reduce employee costs to sort. D. Besson questioned when the Request for Proposal for after this extension expires. M. Martin indicated it will go to Public Works Commission in early winter and should be at the Village Board in March or April. Motion (Schwartz, Brinkmeier) to forward to Village Board for approval; unanimously approved.
- 3.11 **DPW Facility Update** - M. Martin updated the Committee on the progress of the facility. D. Schwartz question on whether the facility is now looking at a December opening date based upon the adverse weather impacts on the project. M. Martin indicated they are doing what they can to get the project and facility open before that time, but as indicated weather plays a large part.
- 3.12 **STH 100/USH 45 Update** - no report.
- 3.13 **Code Enforcement Report** – S. Kulik referred the Committee to the packet materials.
- 3.14 **2020 Budget**
- 3.14.1 **Inspections Department update** – S. Kulik commented that based upon the cancellation of the SAFEbuilt contract an amendment to the 2020 Budget to address the changes is recommended and is budget neutral as it is not funded by tax levy. Motion (Schwartz, Brinkmeier) to make the requested change at the November 11, 2019 Public Hearing; unanimously approved.
- 3.14.2 **2020 Process** – S. Kulik reported that the 2019 process had been done as COW meetings and that her recall was that Pres. Besson had overseen them. The process in the backroom to get it ready was shortened due to the issues with one department delaying the information return time period based upon the unusual circumstances which meant that less time to prepare the book and the corresponding memo was available, so in the short period allowed to get everything set up she mistakenly made them BOT meetings. The book was provided well in advance of the first meeting and a memo addressing the program/service changes for each department was included with it as all other requests are routine and status quo. Non status quo was addressed in the memo and the items were addressed by department when those budgets were presented. She prefers the BOT format based upon the ability to take action. However, the COW does not make decisions it makes recommendations and it ends up being done twice. She feels that the BOT is more conducive to efficient meetings and that the Department Heads preferred knowing what was being changed, if anything, with their submissions rather than waiting until the budget was adopted formally. M. Bennett commented that she didn't necessarily disagree about the meeting only that historically it had been COW and the process changed without their discussing it. M. Stahl concurred. D. Schwartz commented that he liked the process and felt that the Administrator was doing an excellent job with the budgets. S. Kulik thanked Mr. Schwartz for his comments and stated that they could review the process for 2021. D. Schwartz asked for members to comment on what their preference was now. Consensus that the BOT format is acceptable.

4.0 **Adjournment-** Motion to adjourn (Schwartz, Besson) at 9:25 p.m.; unanimously approved.

Submitted

Sandra M. Kulik, Administrator