

VILLAGE BOARD MINUTES
MONDAY, MARCH 25, 2019
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

Call to Order

Roll Call

Pledge of Allegiance – Trustee Meyers

Present: Trustees Anson, Dorau, Meyers, Landwehr, Swenson, Wallschlager, President Pfannerstill

Others Present: Administrator Cox, Clerk Igl, Police Chief Misko, Fire Chief Dean, Candidates Robyn Ludtke and Rick Connor, Matt Neumann.

Public Comments: (Please be advised the Village Board will receive information from the public for a three minute time period per person, with time extensions per the Village President's discretion. Be it further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.) None

1. Motion (Wallschlager/Meyers) to approve Village Board minutes of March 11, 2019. Carried (7-0).
2. Motion (Landwehr/Anson) to approve vouchers for payment in the amount of \$233,496.24. Carried (6-0). Meyers abstained.
3. Consideration of actions related to Licenses and Permits.
 - a. Motion (Dorau/Wallschlager) to approve an application for a Street Use Permit for Swallow Education Foundation 5K run on May 18, 2019 from 8:00 a.m. to 10:00 a.m. on streets in the Four Winds Subdivision. Carried (7-0).
4. Items related to proposed rezoning of the property at 345 Cottonwood Avenue.
 - a. **Public Hearing** to receive comment on the proposed rezoning from B-3 Central Business/Mixed Use District to RS-3 Single Family Residential District.

It was stated that the owner requested postponement of the item until the April Plan Commission meeting at which time a recommendation will be made to the board. The Public Hearing was opened at 7:04 p.m. The Public Hearing will remain open and continue until the April 22 meeting. No comments were heard at this meeting.

Items referred from the March 18 Plan Commission meeting

5. Consideration of a motion to approve the Conditional Use Permit for Homegrown Farms related to the operation of a temporary retail flower hut.

Motion (Meyers/Swenson) to approve the Conditional Use Permit for Homegrown Farms extending for five years. Carried (7-0).

6. Review and consideration of actions and items related to The Glen at Overlook Trails, a condominium development on the property located at and adjacent to N56 W28528 CTH K (Lisbon Road)

Administrator Cox stated that the Plan Commission had reviewed the final items related to the PUD agreement and recommended them for approval. He stated that the path system was recommended with provisions to allow for the future extension of the system to the north, east and west. Modifications were made to the street lighting plan to have street lights at each intersection plus each owner must have a coach light at the end of their driveway. The revised site plan was recommended for approval with not less than 12 units having side load garages. The revised Planned Unit Development agreement was recommended for approval.

Trustee Meyers inquired whether the Village will have to install benches or maintain the paths. It was stated that there is no intention of that at this time and this has not been requested by the developer.

It was clarified that the condo declarations state that each drive will have a coach light which must be lit from dusk to dawn.

Trustee Swenson asked whether there would be a park in the area. Administrator Cox stated that the comp plan references a public recreation area in that part of the Village. The Plan Commission opted to go with a natural resource area in the development being publically available. Trustee Wallschlager clarified that the recreation facilities associated with the development would not be open to the public.

Trustee Wallschlager raised concerns that reflective street signs be utilized and that street addresses be located in the same place on each of the buildings. Administrator Cox stated that the street signs used will be the current Village standard. Additionally, Administrator Cox stated that the Village will pay attention to the address locations on the condos to ensure they are visible.

Motion (Landwehr/Anson) to approve the final Planned Unit Development Agreement. Carried (7-0).

Others items for consideration

7. Discussion regarding paving and other improvements to the alley/pedestrian way between Palmer's and Silver Leash.

Administrator Cox stated that this project was included in the 2019 paving projects after having been discussed as part of downtown planning since the early 2000's. Documents from 2011 indicate that the Village was planning to accept the full cost of paving the alley rather than dividing the cost three ways. The Village could opt to split the cost three ways with the property

owners or could finance for the property owners to allow them to pay for it over time. It was discussed that Village staff could discuss a special assessment for the project with the property owners. The proposal for the paving included stamped concrete and there was discussion whether the use of stamped concrete for the project was appropriate.

Trustee Meyers commented that the Village is responsible for the Ice Age Trail portion of the alley but should not pay for the business owner's expense of paving their portion.

Motion (Pfannerstill/Swenson) to authorize the administrator to meet with the property owners to discuss the project status and to instruct staff to seek bids without the use of colored or stamped concrete. Carried (7-0).

8. Consideration of a motion to approve the Stormwater Management Program Annual Report to the DNR.

Administrator Cox stated that this annual report which is required under the Village's state permit describes the status of the system, educational activities and other programs that the Village has to catch and remove any kinds of sediments, trash, etc. from the system. Activities such as street sweeping and leaf collection pulls out approximately 2 ½ tons of sediment out of the system before it gets to the Bark River.

Trustee Wallschlager asked whether leaves could be placed on the parkway rather than in the street to avoid them getting into the stormwater system. Administrator Cox stated that staff has had this conversation previously to determine the best method for collection. Two vacuum trucks are used for collection of the leaves and a loader is also involved during the peak of collection.

Motion (Meyers/Wallschlager) to approve the Stormwater Management Program Annual Report to the DNR. Carried (7-0). The Village Board thanked the Department of Public Works for a job well done.

9. Consideration of a motion to approve various liability, workers compensation, automobile, property and equipment insurance coverage through League of Wisconsin Municipalities Mutual Insurance (LWMMI), Municipal Property Insurance Company (MPIC) and other underwriters for the term of April 1, 2019 to April 1, 2020 with a combined annual premium of \$230,149.

Administrator Cox stated that all coverage is combined through the League of Wisconsin Municipalities Mutual Insurance (LWMMI). He stated that the Village has experienced a reduction in the workers comp rate.

Motion (Meyers/Swenson) to approve various liability, workers compensation, automobile, property and equipment insurance coverage through League of Wisconsin Municipalities Mutual Insurance (LWMMI), Municipal Property Insurance Company (MPIC) and other underwriters for the term of April 1, 2019 to April 1, 2020 with a combined annual premium of \$230,149. Carried (7-0).

10. Consideration of a motion to approve a contract with Natural Solutions for playground chip replacement at Nixon Park in the amount of \$19,825.

There was discussion regarding the type of material that should be used for replacement of the playground woodchips in Village parks. It was stated that the goal of this project was to get the chips in before May. Administrator Cox stated that the DPW is hoping to replace chips at another park this summer as well so perhaps staff could look into material options and talk to the Park Board.

Motion (Pfannerstill/Dorau) to approve a contract with Natural Solutions for playground chip replacement at Nixon Park in the amount of \$19,825 and consider material options for other parks. Carried (7-0).

11. Discussion regarding the designation of the Waukesha Freeman as the Village's Official Newspaper.

Administrator Cox stated that the Village does not have to designate an official newspaper however certain notices must be published in a newspaper. Trustee Anson expressed frustration with all newspapers as he feels they are providing sensationalized reporting rather than the truth. President Pfannerstill stated that the Lake Country Reporter is down to publication once a week and believes the Village needs to have one news source where residence can get information.

Motion (Meyers/Anson) to not designate an official newspaper but rather the Village will announce where we will post legal required notices. President Pfannerstill commented that residents had said that they didn't know where to look for information for the Village and he has gotten positive feedback that this has improved. He further stated that he doesn't believe that one article is representative of the entire publication.

Chief Dean commented that while he appreciates the discussion related to the Fire Department related article, he believes that people read through the headlines and support the department.

Roll call vote taken: Anson, yes; Dorau, no; Meyers, yes; Landwehr, no; Swenson, no; Wallschlager, no; Pfannerstill, no. Motion failed. The Freeman continues to be designated as the Village's official newspaper.

12. Consideration of a motion to authorize the transfer of a formerly surplus DPW pickup truck and transfer of a Police Department squad to the Fire Department for use as rapid fire response and EMT response vehicles.

Chief Dean stated that the two vehicles designated as surplus can be useful in the Fire Department. The surplus DPW pickup truck will be reused to hold an ultra-high pressure fast attack extinguishing system which will include 250 gallons of water. An on call officer will take the vehicle home and respond directly to scenes.

The other vehicle, a former police squad, will be used to replace an older reused squad as an EMS first response vehicle.

Motion (Pfannerstill/Swenson) to authorize the transfer of a formerly surplus DPW pickup truck and transfer of a Police Department squad to the Fire Department for use as rapid fire response and EMT response vehicles.

13. Consideration of action related to a Village sponsorship of the annual Chamber of Commerce Kudos awards dinner.

Administrator Cox stated that the Village provided sponsorship of the event previously when the Recreation Department was being recognized.

Motion (Pfannerstill/Landwehr) to provide a Silver Sponsorship in the amount of \$500 for the event. Carried (7-0).

14. Announcements: The following individuals will be given an opportunity to make announcements at the meeting in regards to (1) activities taken since the previous meeting on behalf of the community, (2) future municipal activities, and (3) communications received from citizens. It is not contemplated that these matters will be discussed or acted upon. The following individuals may provide announcements: Village President or individual Village Board members or Village Administrator or other Village Staff members.

Chief Dean thanked those that attended the recent fundraising event as it was a huge success.

Chief Dean commented that the alley discussed earlier in the agenda has been worrisome to him and he suggested that the dumpsters could get moved over the bridge into the municipal lot to avoid the garbage truck having to drive down the alley and back out.

President Pfannerstill stated that a special guest was present. Sophie Nelson, daughter of cameraman Ben Nelson, was present for Bring Your Daughter to Work Day.

Clerk Igl reminded residents of the April 2 election with polls open from 7 a.m. to 8 p.m. in the Community Center.

15. Adjournment.

Motion (Dorau/Anson) to adjourn at 8:38 p.m. Carried (7-0).

Respectfully submitted,

Darlene Igl
Village Clerk