

Village Board Meeting
February 8, 2016

Call to Order: The meeting was called to order at 7:00p.m. by President Boehnlein.

Roll Call of Officers: Officers present were President Vickie Boehnlein, Trustees Pete Anzia, Dale Pfeifer, Andy Ohlson, Josh Borden, Wayne Lambrecht, and Clem Gottsacker. No officers were absent. A quorum was established. Also in attendance were Clerk/Deputy Treasurer, Julie Lesar and Deputy Clerk/Treasurer, Kelly Brinkman.

Open Meeting Law Compliance Check: This meeting is in compliance with the Open Meetings Law of the State of Wisconsin.

Pledge of Allegiance to the American Flag, Moment of Silence: All in attendance stood for the Pledge of Allegiance and moment of silence.

Public Input (2 Minutes/Person – 10 Minutes Total Time) – There were no comments from the public.

Consent Agenda Items: A motion was made by Boehnlein and seconded by Ohlson to approve the consent agenda items. Ayes – Anzia, Ohlson, Pfeifer, Boehnlein, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.

- Approval of Minutes
 - Village Board - January 11, 2016
 - Special Village Board – January 14, 2016
- Finances
 - Approve Rehab, Inspection & Maintenance of Pump at Well #2 – Budgeted in Water Fund Capital Outlay
 - Approve Payment of Bills

Unfinished Business: No unfinished business

New Business:

- a. **Approve Resolution for Village Endorsement of the Comprehensive Economic Development Strategy (CEDS) for Southeastern Wisconsin 2015 - 2020** – Copy of the strategic plan to strengthen the economy in Southeast Wisconsin as prepared by the Southeastern Wisconsin Regional Planning Commission (SEWRPC) and the Milwaukee 7 in cooperation with the Regional Economic Partnership (REP). Boehnlein introduced Resolution# 1-16 for the Endorsement of the Comprehensive Economic Development Strategy for Southeastern Wisconsin. A motion to approve Resolution# 1-16 for the Endorsement of the Comprehensive Economic Development Strategy for Southeastern Wisconsin was made by Lambrecht and seconded by Gottsacker. Ayes – Anzia, Ohlson, Pfeifer, Boehnlein, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.
- b. **Approve Purchase of Trailer to be Split Between the Water and Sewer Funds at \$3,500 per Fund for a total \$7,000 – Budgeted** – Two quotes for flatbed trailers were presented by Water Superintendent Danny Birenbaum. A motion was made by Lambrecht to approve the purchase of the trailer from the quote from Bruggink's Inc. in the amount of \$5,900.00 and seconded by Gottsacker. Ayes – Anzia, Ohlson, Pfeifer, Boehnlein, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.
- c. **Approve Contract Renewal of Fortinet – Fortiwifi 60D 24x7 UTM Bundle Support with Digicorp** – A copy of the 2016 contract (for 03/30/2016 – 03/30/2017) to renew firewall protection and technical support services with Digicorp for Wi-Fi used at shop for recycle center gate communications was presented. Treasurer Brinkman requested to strike "Not Budgeted" from agenda, as the contract amount was indeed budgeted for 2016. A motion was made by Boehnlein and seconded by Pfeifer to approve the contract renewal of Fortinet. Ayes – Anzia, Ohlson, Pfeifer, Boehnlein, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.
- d. **Approve Agreement for Preparation of Sanitary Sewer CMOM (Capacity, Management, Operation & Maintenance) Program with McMahon Associates Inc.** – A quote from McMahon for preparation of CMOM Program services was presented by Wastewater Superintendent, Paul Bley. Bley recommended McMahon for CMOM Program preparation. Quotes were requested from two other companies, however, one did not return Bley's call, and the third company's quote came in over \$7,000.00. Bley commented that McMahon was most likely able to offer a lower quote as they already have all needed information on the infrastructure of the Village's lift stations. Any other firm would need to collect that information before preparing the CMOM. Boehnlein inquired if a yearly update would be required once the original was completed. Bley stated that it would be approximately \$500 - \$1,000 for annual maintenance, unless the addition of another lift station was mandatory in the Village requiring an extensive update. Lambrecht asked if adding capacity restriction locations to the GIS map was part of the CMOM Program. Bley stated that it is not part of it, and he intends

to budget for the addition of that in 2017. Borden inquired if the soon-to-be-constructed lift station #6 would be part of this CMOM Program. Bley noted that McMahon is currently in the drawing phases of the addition, and if the board decided what route to take on it at next month's board meeting, he believes it may be possible to have it included in the preparation of this CMOM Program. Bley will verify this with Engineer Matt Greely of McMahon. Birenbaum added that the Village of Belgium currently does not have enough staffing to complete the CMOM Program in-house, which is why approval for the preparation of the program with a third party is being requested. A motion was made by Ohlson to approve the agreement for preparation of the CMOM Program with McMahon Associates and seconded by Borden. Ayes – Anzia, Ohlson, Pfeifer, Boehnlein, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.

- e. **Approve ¼ Sheet Ad in Ozaukee County Tourism Visitor's Guide With Cost to be Split With Belgium Chamber of Commerce (\$447.50 Each) as Recommended by Finance & Personnel Committee** – Boehnlein stated that the BACC requested if the Village would split the cost of a ¼ page ad in the Ozaukee County Tourism Visitor's Guide as we did in 2015. The cost is to be paid out of room tax funds designated for promotion of tourism. A motion was made by Boehnlein to approve splitting the cost of a ¼ page ad with the Belgium Chamber of Commerce and seconded by Ohlson. Ayes – Anzia, Ohlson, Pfeifer, Boehnlein, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.

- f. **Approve Plan Commission Pay Increase for Non-Governing Commission Body Members to \$40.00/Meeting Effective Immediately, and for Governing Body Members to \$40.00/Meeting Effective at the End of Their Terms as Recommended by Finance & Personnel Committee** – Boehnlein reported that she found out the Village has been struggling to fill the Plan Commission seats for quite some time. Currently, the Commission only has five (5) seats filled. Unlike the other Village committees which only need a majority vote to pass a motion, the Plan Commission is required to have five (5) ayes to pass a motion. The Commission is struggling to get three (3) or four (4) of the current five (5) members to attend each meeting. Boehnlein continued that most members don't join for the money, but she felt \$20.00 per meeting wasn't enough for people to be willing to give up their personal time. As pay was raised for every other committee, Boehnlein expressed that she thought it fitting to do the same for the Plan Commission. If approved, the meeting salary for citizen members would increase effective immediately, while currently serving elected officials' would increase if re-elected at the end of their term. As the Plan Commission meets approximately 10 times in a year, the cost impact on the budget would only be a few hundred dollars. Gottsacker recommended the appointment of one of the clerks as a citizen member to serve on the Plan Commission temporarily. A motion was made by Ohlson and seconded by Pfeifer to increase the meeting pay for non-governing members from \$20.00 to \$40.00 per meeting. Ayes – Anzia, Ohlson, Pfeifer, Boehnlein, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.

The table was then opened for a motion regarding the meeting pay for elected governing Plan Commission members. No Motion was made; salary for elected governing Plan Commission members remains \$20.00 per meeting.

- g. **Approve Salary Ranges of \$4,000.00 - \$5,000.00/yr. for Village Marshal Position and \$3,500.00 - \$4,500.00/yr. for Deputy Marshal Position as Recommended by Public Safety and Finance & Personnel Committees** – Ohlson reported at last week's joint Public Safety and Finance & Personnel Committee meeting that Lambrecht was able to present information gathered from former Marshal Steve Footit regarding how he viewed the Marshal position and insight on how to go about finding qualified candidates. Ohlson continued to state that from last year's interview process, many were disappointed with the pay. Candidates also thought the position was more of a 20 – 25 hrs./week position. Footit had agreed that the amount of pay was not commensurate to the expectations of the position. Based on information from Footit and those present at meeting, the committees discussed increasing the salaries to an amount thought to be appropriate, but creating them on a range basis to allow more flexibility to pay based on a candidate's experience. Anzia inquired if the Village was required to have a Marshal and a Deputy Marshal, as current Deputy Marshal Leon Anzia has been handling duties himself since the Marshal resigned. It was noted that the Village is required to have a Marshal but not a Deputy Marshal. Deputy Marshal Leon noted that he receives at most three (3) calls per month on his Deputy phone, and the activity level varies by season. Lambrecht pointed out a benefit of having two (2) marshals for events held in the Village. If the Village had a single Marshal, and he or she were out of town during a Village-wide event, there would be no one to handle traffic control or to put up signage, etc. Lambrecht feels that would be a lot to expect from a single Marshal unless the salary were to be increased exponentially. Since the Village is having difficulties keeping the position filled, it wouldn't be prudent to put all of the responsibilities on one person. Anzia then said that he was looking at it as that there isn't much the Marshal can do in the position other than to write parking tickets and tell residents to keep their dog quiet. Lambrecht added that the Marshals can do quite a bit, and have more power in their position than most realize. They can't make an arrest, but there are many ordinances that they need to enforce and issue

citations for violations. DPW and Water Superintendent, Danny Birenbaum, informed the board that there are violators frequently dumping illegal items at the recycle center. When that occurs, staff pulls images and license plate information of the violators from the cameras and hands it all to the Marshal for enforcement. Borden inquired about the current salaries. Lambrecht stated that currently the Marshal's salary is \$3,200.00/year and the Deputy Marshal's salary is \$2,750.00/year, and former Marshal Footit mentioned that at the end of the year a sizable amount goes towards taxes. Footit didn't take the job for the money, but for service to the community in which he lives. In order for him to properly address issues as soon as possible, in good conscience he couldn't let calls go to voicemail and then address them 2 – 3 days later. Boehnlein added that there was a noticeable difference in ordinance violations dropping from prior Marshals' tenures to that of Marshal Footit and Deputy Marshal Anzia due to their consistent diligence in following-up on warnings and violations. She continued to say there is an additional risk in having only one (1) Marshal, as they may not be as diligent in follow-up. Borden then asked about the salary increases not being budgeted, to which Boehnlein responded that prior year fund balance could be used to cover the costs of the increases. Anzia felt it may be pertinent to raise the salary of the Marshal position only as the costs would add up. Lambrecht added that the increases were recommended in hopes of getting a higher qualified candidate for the Marshal position, as currently there is a revolving door every other year. The hiring and training processes take time, and the Public Safety and Finance & Personnel Committees hope to put an end to the revolving cycle. Brinkman added that the office personnel answer phone calls from residents who are happy or not happy with the Marshal. A qualified candidate such as former Marshal Footit, who has training on how to deescalate a situation, is a crucial consideration. The office received quite a number of complaints from residents regarding the newly resigned Marshal's handling of situations. Anzia inquired if the committees had done research into the cost of contracting with another department such as Fredonia. Lambrecht responded that in contracting with another department, the Village would then have to pay the deputy's salary, insurance costs, car maintenance costs, liability, etc. per hour. In addition, deputies are unable to enforce ordinances, only state laws. Currently, the County Deputy assigned to the area the Village of Belgium lies in, spends approximately 2-3 hours of each shift in the Village. If the Village were to contract out, we would still have to have a Marshal per state law. A motion to approve salary ranges of \$4,000.00 - \$5,000.00/yr. for the Village Marshal position and \$3,500.00 - \$4,500.00/yr. for the Deputy Marshal position was made by Gottsacker and seconded by Ohlson. Ayes – Anzia, Ohlson, Pfeifer, Boehnlein, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.

- h. Approve Posting Ad in Ozaukee Press for a Period of Three (3) Weeks for the Village Marshal Position as Recommended by Public Safety and Finance & Personnel Committees** – A motion was made by Boehnlein and seconded by Gottsacker to approve posting an ad in the Ozaukee Press for a period of three (3) weeks for the Marshal Position as written in board packet copy. Ayes – Anzia, Ohlson, Pfeifer, Boehnlein, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.
- i. Approve Application for Participation in Regional or Non-Regional CDBG Housing Program** – Brinkman introduced the application for participation in the Regional or Non-Regional CDGB Housing Program which the village board had chosen to opt out of in 2015. As 2016 is the open enrollment period for the program, the board would need to choose to approve or disapprove Village participation. A motion to opt out of the CDGB Housing Program was made by Borden and seconded by Anzia. Ayes – Anzia, Ohlson, Pfeifer, Boehnlein, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.
- j. Approve New Operator Licenses – Jeremy Hirschmann, Jamie-Lynn Lazore, Andrea Hurst** - A motion was made by Boehnlein and seconded by Lambrecht to approve the new operator licenses for Jeremy Hirschmann, Jamie-Lynn Lazore, and Andrea Hurst. A note was made by Boehnlein that the company she works for no longer carries a liquor license or employs operators, so she will no longer need to abstain from voting on licenses. Ayes – Anzia, Ohlson, Pfeifer, Boehnlein, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.

President's Report: Included in packet

Belgium Area Chamber of Commerce Report: Nothing to report

Reports – Acceptance of February Reports: A motion was made by Boehnlein and seconded by Pfeifer to accept the February reports. Ayes – Anzia, Ohlson, Pfeifer, Boehnlein, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.

- Ozaukee County Sheriff's Report
- Building Inspector's Report
- Fire Chiefs Report

- Staff Reports
 - Clerk
 - Treasurer
 - Administrative Assistant
 - DPW / Water Superintendent
 - Wastewater Superintendent
 - Marshal / Deputy Marshal
- Committee Reports
 - a. **Finance and Personnel** – The committee had nothing to report
 - b. **Public Safety** – The committee had nothing to report
 - c. **Public Services** – The committee had nothing to report
 - d. **Public Works** – The committee had nothing to report
 - e. **Parks, Recreation & Forests** – The committee had nothing to report
 - f. **Public Utilities** – The committee had nothing to report.

Motion to Adjourn: A motion to adjourn at 7:48pm was made by Gottsacker and seconded by Boehnlein. Ayes – Anzia, Ohlson, Pfeifer, Boehnlein, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.

Respectfully submitted,

Kelly Brinkman
Village Deputy Clerk

Approved Village Board Meeting, 3-14-2016