

**Public Hearing of the Village Board** – The Public Hearing regarding the rezoning of the Buechler property from RD-1 Single family residential district to A-1 General Agricultural/Holding District was opened at 6:45 pm. There were no comments from the public in regards to this application. The Public Hearing was closed at 7:00 p.m.

**Village Board Meeting**  
**June 13, 2016, 7:00 pm**

**Call to Order:** The meeting was called to order at 7:00pm by Village President Vickie Boehnlein.

**Roll Call of Officers:** Officers present were: President Vickie Boehnlein, Trustees Clem Gottsacker, Dale Pfeifer, Pete Anzia, Josh Borden, and Andrew Ohlson. Trustee not present: Gail Kowalkowski. A quorum was established. Also in attendance were Clerk Julie Lesar, Treasurer Kelly Brinkman, DPW Superintendent Dan Birenbaum, Wastewater Superintendent Paul Bley, Village Marshal Cory Birchbauer, Village Attorney Gerry Antoine and Village Deputy Marshal Leon Anzia arrived at 7:10.

**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):** No input was given by the public. Trustee Gottsacker commented that he has noticed people using the dog park this past month.

At the end of the meeting Village Deputy Marshal informed the Village that he noticed a need for a port-potty to accommodate the families that use the splash pad during the weekend. Birenbaum will get an estimate for a rental for the summer months.

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**6) Consent Agenda Items (a-f):** A motion was made by Boehnlein and seconded by Ohlson to approve the consent agenda items (6a through 6f). Ayes – Anzia, Pfeifer, Boehnlein, Ohlson, Borden, Gottsacker; Noes – none; Abstain – none. Motion carried.

**a) Approval of Minutes:**

- i. Joint Public Safety and Finance & Personnel committee, May 9, 2016
- ii. Public Services Committee Meeting, April 6, 2016
- iii. Joint Public Works & Main Street Committee Meeting, March 30, 2016
- iv. Village Board Meeting, May 9, 2016

**b) Finances**

- i) Approve payment of bills

**c) Public Utilities Committee:** Approve Sabel Mechanical replace and install two hydromatic six inch sewage pumps in the Chestnut Street Lift Station for the cost of \$29,591. Expense to be covered by equipment replacement fund (\$33,290 budgeted for 2016).

**d) Finance & Personnel Committee:**

- i) Approve purchase of the ADA compliant door entry system from CareProdx; \$2,500 allocated from 2015 fund balance.
- ii) Approve purchase of election equipment with an amount not to exceed \$445 allocated from the 2015 fund balance.
- iii) Approve allocation of \$4,000 from the 2015 fund balance for shop #1 repairs and maintenance which was omitted from the 2016 budget.
- iv) Approve purchase of a credenza and black literature rack (\$1,551) for village hall. Cost to be covered by allocations (\$2,000) from the 2015 fund balance.

**e) Parks, Recreation & Forestry Committee:**

- i) Approve purchase of dog park fence from Munson Fence at a cost of \$15,975. Funds to come from the \$17,000 allocated from the 2015 fund balance
- ii) Approve purchase of six picnic table frames from [www.parktables.com](http://www.parktables.com) for a total of \$1,200 (includes shipping) (\$2,000 budgeted) for resident youth, Dylan Jengtes to complete the construction of the tables for an Eagle Scout project.

**f) Public Works:**

- i) Approve purchase of 2<sup>nd</sup> camera and time sync box for recycle center with funds allocated (\$3,000) from 2015 fund balance.

**7) Unfinished Business: not items to discuss.**

**8) New Business:**

- a) **Discuss and possible action regarding recommendation from Public Safety Committee to have Village Attorney Village review ordinances to clarify which ordinances should be directly addressed by the Village Marshal or Deputy Village marshal.** – Boehnlein asked Village Attorney, Antoine how long it would take to provide this information. Antoine replied that it would not take that long. He stated that what they (Marshal and Deputy Marshal) can't do is address anything that is law enforcement related. They don't have arresting powers or the training or the equipment to do so. He will run through the ordinances to pick out the applicable ones for them to enforce. Boehnlein asked if they should enforce the curfew ordinance. Antoine recommended a call to the Sheriff to address this issue. Boehnlein explained that Public Safety wanted to have a clearer line of what should and should not be addressed by the Village Marshal. Antoine estimated an hour to complete this task. The Board has requested Village Attorney, Antoine to complete this task and report back. No motion necessary.
- b) **Approve recommendation from Finance & Personnel Committee to enter into contract with OpenGov and accept the proposal subject to terms of contract. Initial setup cost of \$1,500 and annual cost of \$3,000 for three and-a-half years; three-way split. Funding for initial setup to come from 2015 fund balance** – Boehnlein made the motion for the Village to enter into contract with OpenGov for a three and-a-half year term. The initial setup fee (\$1,500) and first year fee (\$3,000) to come from 2015 Fund Balance and going forward, the \$3,000 annual fee be added to the annual budget, with a three-way split. Motion was seconded by Ohlson. Anzia asked what service OpenGov would provide. Boehnlein explained that there are two primary areas of benefit. Firstly, it would provide real time, specific reports which would relieve Treasurer, Kelly Brinkman from spending approximately four hours per month creating similar reports. Open.Gov will interact with Workhorse (current software) to provide these real-time reports instantly. Secondly, at budget time, all of the accounting information will be instantly available to the Board members to review in reports rather than all of the information to be entered into an excel worksheet. Answers to commonly asked budgeting questions will be instantly available from these reports. Open.Gov will save the Village numerous hours of data entry. Anzia asked the current cost of Workhorse. Boehnlein did not have this information, but pointed out that if the Village had Open.Gov, she would have access to this information instantly. A vote was taken. Ayes – Boehnlein, Borden, Pfeifer, Gottsacker, Anzia, Ohlson; Noes – none; Abstain – none. Motion carried.
- c) **Approve recommendation from Finance & Personnel Committee to donate \$3,000 to Luxembourg Fest. Funds to come from Hotel Room Tax account** – Boehnlein made a motion to approve a \$3,000 donation to Luxembourg Fest. Funds to come from Hotel Room Tax Fund. Boehnlein explained that the Village currently has more than sufficient funds in this account to cover this donation. The LACS has an offer from a donor to match any donation that the LACS will receive. Motion seconded by Ohlson. It was pointed out that the Village did not donate to the LACS last year. Sara Jacoby, representing the LACS, pointed out that the donations received will go towards out-of-state advertising which will encourage overnight hotel stays. A vote was taken. Ayes – Boehnlein, Borden, Pfeifer, Gottsacker, Anzia, Ohlson; Noes – none; Abstain – none. Motion carried.
- d) **Approve recommendation from Finance & Personnel Committee to allocate an additional \$10,000 from the 2015 Fund Balance for the Commerce Street storm sewer project** – Boehnlein made a motion to approve the allocation of \$10,000 from the 2015 Fund Balance for the Commerce Street storm

sewer project. Motion was seconded by Borden. Gottsacker asked for an explanation of the project. Birenbaum explained that a storm sewer is needed at the end of Commerce Street to prevent flooding of abutting properties. This will facilitate development of these properties. Gottsacker also asked of an approximate timetable for this project. Birenbaum estimated that upon approval, middle to end of July. A vote was taken. Ayes – Boehnlein, Borden, Pfeifer, Gottsacker, Anzia, Ohlson; Noes – none; Abstain – none. Motion carried.

- e) **Approve Alcohol Beverage Retail License Renewals** – Boehnlein made a motion to approve the Alcohol Beverage License Renewals. Motion seconded by Ohlson. A vote was taken. Ayes – Boehnlein, Borden, Pfeifer, Gottsacker, Anzia, Ohlson; Noes – none; Abstain – none. Motion carried.
- f) **Approve Cigarette and Tobacco License Renewals** - Boehnlein made a motion to approve the Cigarette and Tobacco License Renewals. Motion seconded by Ohlson. A vote was taken. Ayes – Borden, Pfeifer, Gottsacker, Anzia, Ohlson; Noes – none; Abstain – Boehnlein. Motion carried.
- g) **Approve New Operator’s License Approval – Victoria Bornheimer** – Boehnlein made a motion to approve the new operator’s license for Victoria Bornheimer. Motion seconded by Gottsacker. A vote was taken. Ayes – Boehnlein, Borden, Pfeifer, Gottsacker, Anzia, Ohlson; Noes – none; Abstain – none. Motion carried.
- h) **Approve Operator’s License Renewals** – Boehnlein made a motion to approve all operator license renewals with the exception of Austin Wilterdink. Motion seconded by Ohlson. A vote was taken. Ayes – Boehnlein, Borden, Pfeifer, Gottsacker, Anzia, Ohlson; Noes – none; Abstain – none. Motion carried. From earlier statement made by Antoine, Wilterdink’s application was not accurately completed. Boehnlein made a motion to approve Wilterdink’s operator’s license renewal contingent upon the application being completed accurately. Motion was seconded by Ohlson. A vote was taken. Ayes – Boehnlein, Borden, Pfeifer, Gottsacker, Anzia, Ohlson; Noes – none; Abstain – none. Motion carried.
- i) **Approve Hotel-Motel License Renewal - Boehnlein** made a motion to approve the Hotel-Motel License Renewal. Motion seconded by Ohlson. A vote was taken. Ayes – Boehnlein, Borden, Pfeifer, Gottsacker, Anzia, Ohlson; Noes – none; Abstain – none. Motion carried.
- j) **Approve Ordinance No. 5-16 Repealing §162-8.1 Grants for certain reserve Class B liquor license** – Antoine explained that there are two types of classes of alcohol beverage license. There is a regular Class B and a reserve Class B. The fee for the regular class B license is \$500. By state statutes the fee for the reserve Class b license is \$10,000. Through an economic development grant of \$9,500, a reserve Class B licenses was allowed to be issued for \$500. Due to a new state statute, the Village can no longer offer the \$9,500 grant. Boehnlein clarified that this \$10,000 fee only applies for new application; it is not for a renewal of the reserve license. Antoine pointed out that it is allowable for a community to sell a surplus reserve Class B license to another community if they choose. The Village currently has three available. The purpose of the proposed ordinance is for the Village to be in line with new state statutes. Boehnlein made a motion to approve ordinance No. 5-16 repealing §162-8.1 Grants for certain reserve Class B liquor license. Motion seconded by Ohlson. A vote was taken. Ayes – Boehnlein, Borden, Pfeifer, Gottsacker, Anzia, Ohlson; Noes – none; Abstain – none. Motion carried.
- k) **Approve Ordinance No. 7-16 Rezoning Buechler Property** – Boehnlein made the motion to approve the rezoning of the Buechler property from RD-1 Single family residential district to A-1 General Agricultural/Holding District. Motion was seconded by Gottsacker. A vote was taken. Ayes – Boehnlein, Borden, Pfeifer, Gottsacker, Anzia, Ohlson; Noes – none; Abstain – none. Motion carried
- l) **Approve recommendation from Parks, Recreation, and Forestry committee to purchase net, poles, cable and rent lift equipment for Village to install net above backstop in Community Park for a total of \$2,200 (\$1,000 to come from excess dog park fence allocation, \$800 to come from excess budgeted amount for picnic tables, and \$200 to come from Parks, Recreation & Forestry general budget if needed)** - Anzia explained that due to resident’s request a net will be installed by the village to prevent balls from going into neighboring properties. Anzia made the motion to accept the recommendation as stated. Motion was seconded by Pfeifer. A vote was taken. Ayes – Boehnlein, Borden, Pfeifer, Gottsacker, Anzia, Ohlson; Noes – none; Abstain – none. Motion carried

m) **Approve recommendation from Public Works to have Village mail letters to five property owners to request repair of sidewalks. Property owner will be allowed eight weeks to complete repairs at their own expense. If not completed on time, Village will complete the repairs and bill the property owner.** - Borden explained that the DPW department has determined that there are a few sidewalks that are in need of repair. The Village will need to notify the property owners of this. Boehnlein asked if any of the properties are on Main Street. Birenbaum confirmed that none of them are. Antoine pointed out that there is a state statute that defines how a municipality notifies residents of sidewalk repair. After a resident is issued an official "order of repair", they have twenty days to complete the repair. After the twenty days, the village will make the repairs at the property owner's expense. Borden made the motion to approve the recommendation as stated. Motion was seconded by Gottsacker. Lesar will draft a letter to be reviewed by Antoine before the letters are mailed to the residents. A vote was taken. Ayes – Boehnlein, Borden, Pfeifer, Gottsacker, Anzia, Ohlson; Noes – none; Abstain – none. Motion carried.

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

**President's Report:** Report provided.

**Belgium Area Chamber of Commerce Report:** There was no representative from the Belgium Area Chamber of Commerce present to provide a report.

- a) **Ozaukee County Sheriff's Report**-included
- b) **Building Inspector's Report** no report
- c) **Fire Chiefs Report** included
- d) **Staff Reports**
  - Clerk - included
  - Administrative Assistant – no report
  - Treasurer – no report
  - DPW/Water Superintendent - report included
  - Wastewater Superintendent – no report
  - Marshal/Deputy Marshal – no report
- e) **Committee Reports**
  - Finance and Personnel – The committee had nothing to report
  - Public Safety – The committee had nothing to report
  - Public Services – The committee had nothing to report
  - Public Works – The committee had nothing to report
  - Parks, Recreation & Forests – The committee had nothing to report
  - Public Utilities – The committee had nothing to report.

**Next Regular Board Meeting Date: July 11, 2016**

**Motion to Adjourn:** A motion to adjourn at 7:30 pm was made by Boehnlein and seconded by Pfeifer. Ayes – Boehnlein, Borden, Pfeifer, Gottsacker, Anzia, Ohlson, Noes – none; Abstain – none. Motion carried.

Respectfully submitted,



Julie D. Lesar  
Village Clerk  
Approved Special Village Board Meeting 6-29-2016