

Village Board Meeting
April 11, 2016, 7:00 pm

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

Roll Call of Officers: Officers present were: President, Vickie Boehnlein, Trustees Clem Gottsacker, Pete Anzia, Andy Ohlson, Josh Borden, and Wayne Lambrecht. Officers not present were: Dale Pfeifer. A quorum was established. Also in attendance were Village Clerk, Julie Lesar, Deputy Clerk/Treasurer, Kelly Brinkman, DPW Superintendent, Dan Birenbaum, Wastewater Superintendent, Paul Bley, Village Deputy Marshal, Leon Anzia, and Village Attorney, Gerry Antoine.

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): Trustee Clem Gottsacker formally stated the Silver Beach Road project should have been completed prior to the main street project. He feels that we could have done it financially and that it is very important for economic development of the industrial park. He added that the village will lose potential business developmental.

Village Resident, Jeff Gruell, 910 Main St voiced his concern regarding the retaining wall on his block. He wants to make sure the village does their part to make sure the retaining walls are maintained and preserved for the residents during the main street construction project. President Boehnlein responded that the project engineers, Gremmer & Associates goal is to keep structural items such as retaining walls in place. She also added that the village is aware of this structure and that they will keep an eye on it during the construction.

Village Resident, Carol McGilvary, 350 Main St is concerned about the safety of children having to cross the street in areas of one-sided parking. Boehnlein assured everyone that the committee members and trustees were provided with copies of all of the written public comments sent to Gremmer & Associates. These copies have all been documented in the meeting minutes.

Service award presented to Rich Howells and Wayne Lambrecht: Clem Gottsacker present to former village trustees for their years of service as recognized by Mid Moraine Municipal Association.

Consent Agenda Items: A motion was made by Boehnlein and seconded by Gottsacker to approve the consent agenda items (7a through 7d). Ayes – Boehnlein, Borden, Gottsacker, Anzia, Ohlson, Lambrecht; Noes – none; Abstain – none. Motion carried.

Unfinished Business:

New Business:

- a) **Approve Operator's License – Samuel Richison:** A motion was made by Ohlson to approve the operator's license for Samuel Richison and seconded by Gottsacker. Ayes – Boehnlein, Borden, Gottsacker, Anzia, Ohlson, Lambrecht; Noes – none; Abstain – none. Motion carried.
- b) **Approve Operator's License – Kylee Violetta:** Gottsacker stated concerns of prior violations. Gerry Antoine, Village Attorney clarified that the violations were not alcohol related and that she answered the questions on the application correctly. A motion was made by Ohlson to approve the operator's license for Kylee Violetta and seconded by Borden. Ayes – Boehnlein, Borden, Anzia, Ohlson, Lambrecht; Noes – none; Abstain –Gottsacker. Motion carried.
- c) **Approve Resolution #2-16 Subdivider's Agreement with Ansay Development Corporation for New Luxembourg Second Addition Subdivision:** Gottsacker made the motion to approve resolution #2-16 Subdivider's Agreement with Ansay Development Corporation for New Luxembourg Second Addition Subdivision. Motion was seconded by Lambrecht. Antoine gave additional background information that this is a standard agreement. The developer agrees to the villages requirements stated in the resolution. Pete Hurth, from

Baudhuin Incorporated, representing the developer stated the corner monuments have been put in place for each of the lots in the development. The developer has also provided a letter of credit to the village. A vote was taken: Ayes – Boehnlein, Borden, Gottsacker, Anzia, Ohlson, Lambrecht; Noes – none; Abstain – none. Motion carried.

- d) **Approve Final Plat for New Luxembourg Second Addition Subdivision:** Boehnlein made the motion to approve the final plat for New Luxembourg Second Addition, seconded by Gottsacker. Ayes – Boehnlein, Borden, Gottsacker, Anzia, Ohlson, Lambrecht; Noes – none; Abstain – none. Motion carried.
- e) **Approve ordinance #3-16 amending the code of ordinances for the Village of Belgium, Ozaukee County, Wisconsin, to change all references from “Village Tree Committee” to “Parks, Recreation and Forestry Committee”:** Boehnlein explained that the Village Tree Committee existed as a subcommittee of the Parks, Recreation and Forestry Committee. With the upcoming reorganization of the board, this committee may no longer exist. Any issues that were handled by the tree committee will be taken care of by the Parks, Recreation and Forestry Committee. Boehnlein made the motion to approve ordinance #3-16 amending the code of ordinances for the Village of Belgium, Ozaukee County, Wisconsin, to change all references from “Village Tree Committee” to “Parks, Recreation and Forestry Committee”. The motion was seconded by Ohlson. Gottsacker asked if interested tree committee member could join in with the Parks and Recreation committee. Boehnlein replied that by law the village has only six committees which the President appoints members to. The president can create additional committees if needed to work under the six initial committees to bring items to the village board in the proper order. She added that if the Parks, Recreation and Forestry Committee would like to create a Tree Committee they could. A vote was taken: Ayes – Boehnlein, Borden, Gottsacker, Anzia, Ohlson, Lambrecht; Noes – none; Abstain – none. Motion carried.
- f) **Public Services Committee recommendation to approve second dumpster E-cycle event:** Lambrecht made motion to approve the second dumpster for the annual E-cycle event planned for May 14th, 9:00 a.m. to noon. Cost split with Town of Belgium. Village would be responsible for a total of \$2,000 (\$500 over budget). Motion seconded by Anzia. Boehnlein suggested that the additional \$500 dollars needed for this be taken out of the fund balance. A vote was taken: Ayes – Boehnlein, Borden, Gottsacker, Anzia, Ohlson, Lambrecht; Noes – none; Abstain – none. Motion carried.(continue to page 3)

g) Finance & Personnel Committee recommendation to approve unassigned 2015 fund balance allocations:

Boehnlein explained that every year (usually in February/March) the auditors provide the village with an amount of unassigned fund balance from the previous year's budget. The Finance and Personnel Committee met last month to discuss and make a recommendation for the assignment of those funds. Boehnlein suggested making two changes to the list recommended by the committee. First being adding \$500 to cover the cost of the second dumpster for the upcoming E-cycle event. The second change is to allocate \$1,500 to cover the cost of electrical services needed to install donated score board in Heritage Park. The total of \$2,000 would be taken from the amount allocated for Equipment Replacement Fund originally recommended by the Finance and Personnel Committee. Boehnlein explained that the motion is to allocate a dollar amount to the items listed, not actually approval of spending the amount at this time. The spending will need further board approval. Borden asked if any of these funds could be used to cover the extra cost for the purchase of the truck for Public Works (Water Fund). Birenbaum replied that these General Funds cannot be used for Water or Sewer Fund budget items. Anzia asked for clarification regarding the donated scoreboard. He understood that the Homerun Club organization was raising funds for the scoreboard would also cover installation. Boehnlein explained that this item was not budgeted. The Homerun Club is currently offering to cover the cost of the scoreboard. It's an opportunity for the Village to get a free scoreboard. The Village is not required to allocate the funds for the installation at this time. They could wait for the Club to acquire more funds. Ohlson asked if the allocation of these funds is something the board needs to do annually. Boehnlein confirmed this. The Village Board assigns a purpose for the unassigned funds. These funds need to be assigned to a future project and this allocation information needs to be provided to the auditors. Further discussion continued regarding the itemized allocations. Boehnlein again clarified that this is not approval to spend the fund. This is what the Finance and Personnel committee is recommending for allocation. She suggested going through the list item by item for these allocations. These items still need to go through each applicable committee and also approved by the Village Board in order to be spent. Boehnlein then reviewed each line item for allocation listed on the agenda: \$2500 has been allocated for front door ADA compliance – this was not a projected need at time of construction. Because of the weight of the door, it is needed. This is a requirement per building code so the funds will be needed. \$2,000 for Village Hall items – as per request from the Village office. \$445 for election materials – if funding is not made available from unallocated fund balance, some of these item will still need to be purchased. \$20,000 for Storm Sewer repairs at Commerce Street – this project was approved last year. It is coming in over-budget. Funds will need to be allocated in order to complete this project this year. \$4,000 Shop #1 Maintenance – Birenbaum explained that this item was omitted from the budget in error. That is why it is being requested, \$3,000 Second camera for Village dump – the purchase of this item would help in monitoring residents as they drop things off at the dump. The one camera currently in use cannot get a full view of the site. \$17,000 Fence for Pepi's Playground - recommended by the Village office due to numerous comments from village residents, Gottsacker confirmed this. Initially fund raising was done to generate funds for this project. After continued discussion, Boehnlein suggested to re-allocate the \$17,000 to the Equipment Replacement Fund. She also shared that this is a Village park, the Village can choose to support it or they can shut it down. Borden pointed out that residents can still use the park without a fence. Boehnlein shared that ideally the park would be better with a fence from a dog-owner's perspective. \$50,000 Replacement of Front-end Loader – currently on the replacement schedule for next year, Birenbaum recommends replacing this equipment before it is in need of repairs and the Village can get a good trade-in value for it. \$10,000 Street repairs in Redding Circle – due to settling of the sewer trench, the street is in need of repair. \$186,455 Equipment Replacement Fund. The motion was seconded by Ohlson. A vote was taken: Ayes – Boehnlein, Borden, Gottsacker, Anzia, Ohlson, Lambrecht; Noes – none; Abstain – none.

After reviewing the recording, it was determined that the initial motion to approve allocations of unassigned fund balance was not formally stated. This item will need to be added to May's VBM unfinished business agenda item so that the motion can be officially stated and recorded.

h) Main Street/Public Works Joint Committee:

- a. **Approve recommendation of county's recommendation to complete the Main Street Project in two Phases:** Boehnlein explained that the original estimate for this project came in at \$4.2 million. A grant was submitted to the state for this amount. This grant was approved with the state paying for 80% of the project. The cost of the project is now estimated at \$6.9 million. The count requested additional funding from the state. The state initially agreed to fund \$1.4 million, which left \$5.5 million for the county and the Village to fund. Because of budget overage for 2017 funding, the state is willing to give up to 80% of the \$6.9 million cost. However, the project will need to be started in 2017 and completed in two phases because of funding coming from two fiscal year budgets. Ozaukee County and Gremmer & Associates

have recommended a plan to complete the project in two phases. First phase would start in mid-summer of 2017 – east side from county LL to Beech Street. Second phase would be done in the Spring/Summer of 2018. The Main Street/Public Works joint Committee is recommending approval of this plan. Borden made a motion to approve the recommendation of county's recommendation to complete the Main Street Project in two phases. County Rd LL to Beech Street completed in 2017 and Beech Street to the west village limits completed in 2018. The motion was seconded by Gottsacker. Gottsacker pointed out the benefits of doing the project in two phases allows the traffic to be detoured to Park Street. Ohlson asked if there would be any additional cost. Boehnlein replied that there would not. This revised plan would shorten the timeline and some of the decisions regarding burying the utilities will need to be made sooner than expected. A vote was taken: Ayes – Boehnlein, Borden, Gottsacker, Anzia, Ohlson, Lambrecht; Noes – none; Abstain – none. Motion carried

- b. **Approve recommendation to accept Main Street Plan with exception of adding parking on north side between Lar-Ann and County Road LL:** Borden made the motion to approve the recommendation to accept the original Main Street Plan as presented at Main Street/Public Works meeting, March 9, 2016 with the change of adding parking on the north side in the section between Lar-Ann and County Road LL. Motion was seconded by Lambrecht. Anzia explained that of the 49 residents that attended the public meeting in March, only eight residents submitted a written response. Six of those requested two-sided parking. The trustees have been observing and documenting the number of cars parking in this area for the past few weeks and have determined that allowing parking on one side of the street will accommodate the residents. Four of the residents in attendance voiced their disagreement with this plan. Boehnlein responded that of the public input the Village has received; only a small percentage of residents are against the one-sided parking. It is the responsibility of the board to represent the community as a whole and look at everybody's opinion. Borden provided data he collected from observing Main Street parking between Oak and Lar-Ann streets for a month. He counted a total of 54 cars parked during this time. The most cars he observed at one time were four cars. A vote was taken: Ayes – Boehnlein, Borden, Gottsacker, Anzia, Ohlson, Lambrecht; Noes – none; Abstain – none. Motion carried.

President's Report: Boehnlein requested the trustees to e-mail their top three committee requests to her in the next few days so that she can make assignments for the upcoming meeting, April 19, 7:00 pm.

Belgium Area Chamber of Commerce Report: Rich Howells explained that in order for the Village to collect a room tax, it must go through a separated entity. The Chamber is proposing to create a tourism entity in order to collect room tax. The Chamber would like the Village to approve this. Boehnlein explained that this would need to go through committee first. She suggested that the Chamber present their plans to the Finance and Personnel Committee and they can work out the agreed plan with the Chamber of Commerce. This can then be presented to the board. It is not necessary for the Village Board to approve the Chamber of Commerce by-laws. A meeting will be setup with Finance and Personnel and the Chamber after the April 19th reorganization meeting.

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

- a) **Ozaukee County Sheriff's Report** – March 2016 report included in packet
b) **Building Inspector's Report** – nothing to report
c) **Fire Chiefs Report** – included in packet
d) **Staff Reports**
- Clerk – included in packet
 - Administrative Assistant – no report submitted
 - Treasurer – no report submitted
 - DPW/Water Superintendent – included in packet.
 - Wastewater Superintendent – Report submitted
 - Marshal/Deputy Marshal – no report submitted
- e) **Committee Reports**
Mid Moraine – report submitted.
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: May 9, 2016

Motion to Adjourn: A motion to adjourn at 8:11 pm was made by Boehnlein and seconded by Gottsacker. Ayes – Boehnlein, Borden, Gottsacker, Anzia, Ohlson, Lambrecht; Noes – none; Abstain – none. Motion carried.

Respectfully submitted,



Julie Lesar
Village Clerk
Approved Village Board Meeting May 9, 2016