

Village of Elm Grove Board of Trustee Meeting Minutes

**DRAFT**

Board of Trustee Call to Order:

The meeting was called to order by the Clerk at 7:36PM.

Roll Call:

PRESIDENT PALMER

TRUSTEE IRWIN

TRUSTEE HAAS

TRUSTEE MICHALSKI

TRUSTEE DOMASZEK

TRUSTEE CORNELL

TRUSTEE KRESSIN

DAVID DE ANGELIS, VILLAGE MANAGER

HECTOR DE LA MORA, VILLAGE ATTORNEY

TOM HARRIGAN, ZONING ADMINISTRATOR

MICHELLE LUEDTKE, VILLAGE CLERK/DEPUTY TREASURER

The Pledge of Allegiance was recited.

- 1.) Public Hearing – none.
- 2.) Public comments– please note comments read into record are included in the minutes. Comments emailed to Village Board members, but not read aloud, are not included.  
**Hearing no one present or on Zoom who wished to speak – the public comment period was closed.**
- 3.) Approval of Agenda  
**MOTION BY TRUSTEE MICHALSKI, SECOND BY TRUSTEE DOMASZEK, TO APPROVE THE AGENDA AS PRESENTED.**  
  
**ALL WERE IN FAVOR. MOTION CARRIED.**
- 4.) Approval of Minutes
  - a. 2020-2-22 Board of Trustee DRAFT Minutes.  
**MOTION BY TRUSTEE IRWIN, SECOND BY TRUSTEE MICHALSKI, TO APPROVE THE DRAFT MINUTES AS PRESENTED.**  
**ALL WERE IN FAVOR. MOTION CARRIED.**
- 5.) Report of the Village President - Neil H. Palmer
  - a. Review and possible action on appointments to the Beautification Committee.

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b. Review and possible action on appointments to the Pathway Committee.

**MOTION BY PRESIDENT PALMER, SECOND BY TRUSTEE CORNELL, TO APPROVE MEMBERS TO THE PATHWAY COMMITTEE AND THE BEAUTIFICATION COMMITTEE.**

**ALL WERE IN FAVOR. MOTION CARRIED.**

President Palmer wanted to mention the Federal Stimulus bill and how it was passed. There are allocations to local government. The question about if we qualify is answered with “yes” but we do not have a hard number. Between \$700,000 and \$1,000,000. The items that the money can be used for are listed in the bill. When we get a better number, staff will put together what it can and cannot be used for. That will go to the Finance Committee with staff recommendation; up to an including CoVID related expenses.

6.) Report of Fire Chief - David Kastenholtz  
a. February Fire Department Report

7.) Report of Police Chief - James Gage  
a. February Police Department Reports

8.) Report of EMS Director - Dr. Jon Robinson  
a. No report.

9.) Report of Village Clerk - Michelle Luedtke  
a. Review and possible action on a resolution for Elm Grove Special Events.

**MOTION BY TRUSTEE MICHALSKI, SECOND BY TRUSTEE KRESSIN, TO APPROVE THE RESOLUTION FOR ELM GROVE SPECIAL EVENTS.**

**ALL WERE IN FAVOR. MOTION CARRIED.**

10.) Report of Village Manager - David De Angelis  
a. Review and possible action on the National Fish and Wildlife Foundation (NFWF) Grant Agreement.

Manager DeAngelis reviewed the packet material. He indicated we received two grant awards this year. This grant for \$300,000 administered through the NFWF is specifically for construction related items for the creek. Unlike the other grant which did not specify the use. We cannot use this one for land acquisition. See the memo for other information.

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**MOTION BY TRUSTEE KRESSIN, SECOND BY TRUSTEE CORNELL, TO APPROVE THE NATIONAL FISH AND WILDLIFE FOUNDATION GRANT.**

Attorney De La Mora added this comes with 23 pages of requirements for this grant. This is something that will create an administrative burden, but will be worth it.

President Palmer praised the staff for beating out other communities for this grant opportunity.

**ALL WERE IN FAVOR. MOTION CARRIED.**

Manager DeAngelis gave an update on the success of the vaccine program. We have only given the Pfizer vaccine. Totalling 407 people to date. No significant reactions or side effects. The receipt of vaccines is very irregular. This is based off of many factors and determines who receives what vaccines where. There are approximately 200 remaining on the list.

Trustee Michalski added that about ½ of those on the list have indicated they received the vaccine from elsewhere too – so 200 may not be accurate still. We have not wasted any vaccines.

President Palmer thanked all those involved in the process.

Manager DeAngelis continued stating the traffic study for SSND is complete and will be going to the appropriate meetings. The applicant's group was more conservative showing a higher number than what the formula would actually show. We had a meeting last week with the City of Wauwatosa regarding the service of water from 118<sup>th</sup> street. They indicated they can without a booster station. There would be a booster station needed depending on extensions. We are going through our engineers and reviewing the criteria for us to complete this. This will then be put into a framework and sent to the Public Works Committee. If approved, there would be a formal request sent to the City of Wauwatosa.

Trustee Haas asked if we would still maintain the existing Brookfield line.

Manager DeAngelis indicated we would only disconnect under certain circumstances requiring a loop of the system.

Trustee Irwin clarified that the City of Wauwatosa was initially not interested in providing us water. And now they are?

President Palmer and Manager DeAngelis indicated about 15 years ago they were not for it, but they are now.

Trustee Haas wanted to clarify the misinformation revolving the water in the Village. People are saying we will be getting Brookfield water. He would like to make it clear that we are not talking about Brookfield water for our future.

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Trustee Cornell asked about the daylighting. She asked specifically about the OHM property (Martinizing). Manager DeAngelis indicated there is nothing new.

Trustee Cornell asked for clarification for the traffic study and how it was conservative.

President Palmer clarified that our contractor has finished their study. Our study indicated that the applicant's study was more conservative than ours.

Trustee Domaszek asked about the \$200,000 grant and if it will be used for the OHM property. Manager DeAngelis confirmed.

Sign up on our website to receive notifications on this and other projects happening in the Village!

11.) Report of Village Attorney – Hector De La Mora

- a. Attorney De La Mora had no report at this time.

12.) Report of Standing Committees - Please review the minutes on our website for more details.

1. Plan Commission - Trustee Michalski

- i. The Plan Commission reviewed and acted on a plan of operation for the Sunset Playhouse to host outdoor events. This was approved. They reviewed the amendment request Vantage Financial (old Rays Auto) for an addition to their addition. They approved it assuming the Building Board approved. There was a demolition permit for a Highland Drive property. They met all of the requirements so this was approved. They also discussed a comprehensive plan amendment for the SSND. After an initial review by Manager DeAngelis, they settled in on a discussion of the single family homes formerly known as the 'pocket' neighborhood; now a regular cul-de-sac. A presentation will be coming from the builder to go over the details and to meet the satisfaction of the Village. There have been additional meetings placed on the calendar which is available on our website.
- ii. There was a large consensus for the homes to not be all the same and to have individual characteristics.
- iii. There was clarification on how the Village Board would like the updates and changes of information for the Mandel project sent to them. They would like all updates sent. Trustee Haas wants paper.

2. Library Board - Trustee Irwin

- i. The Library Board met this evening. The staff will be vaccinated sometime in April. An electronic library newsletter went out. The annual

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report was submitted to the State prior to the deadline. They are updating their bylaws. Please see the minutes for more details.

- ii. Trustee Irwin wanted to thank everyone in the Library for their hard work and dedication. It was a pleasure to serve on the committee.
3. Public Works - Trustee Kressin
  - i. The Public Works Committee met and talked about what to allow in the public right of way. Please see the minutes for more details.
4. Public Safety - Trustee Cornell
  - i. No meeting, no report.
5. Legislative - Trustee Domaszek
  - i. No meeting, no report.
6. Park and Recreation - Trustee Irwin
  - i. The Recreation Committee talked about a Tonawanda 5<sup>th</sup> grade graduation to potentially be held in the park. The request was approved with a condition that they PTO adheres to health guidelines. No AV or screen to be used. The Park and Rec Guide was reviewed. The pool will open on June 5<sup>th</sup> to August 15<sup>th</sup>; possibly through Labor Day if we can find staff. They are leaning toward using the same guidelines as last year with regards to CoVID. They talked about the July 4<sup>th</sup> celebration. The discussions regarding Tennis lessons has fallen through. They further talked about beer gardens. The last item they talked about were the names for South Park. Please see the minutes for more details.
7. Administrative and Personnel - Trustee Michalski
  - i. No meeting, no report.
8. Finance and Licensing - Trustee Haas
  - a. Review and act on Operator License(s):  
**MOTION BY TRUSTEE HAAS, SECOND BY MICHALSKI, TO DENY MR ROBEY-BUTLER'S APPLICATION FOR FAILURE TO APPEAR AND FAILURE TO FULLY COMPLY WITH THE APPLICATION PROCESS.  
ALL WERE IN FAVOR. MOTION CARRIED.**  
  
**MOTION BY TRUSTEE HAAS, SECOND BY CORNELL, TO APPROVE MR ALTER'S APPLICATION.  
ALL WERE IN FAVOR. MOTION CARRIED.**
  - b. Review and Act on Vouchers.  
  
**MOTION BY TRUSTEE HAAS, SECOND BY IRWIN, TO APPROVE THE VOUCHER LISTS AS SUBMITTED.**

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**ALL WERE IN FAVOR. MOTION CARRIED.**

13.) Other Business – None.

14.) Closed Session - May convene into closed session pursuant to Wis. Stat. ss.19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.; more specifically the Village Manager annual review.

**MOTION BY PRESIDENT PALMER, SECOND BY TRUSTEE HAAS, TO CONVENE INTO CLOSED SESSION.**

**ROLL CALL VOTE: YAY – PALMER, HAAS, IRWIN, KRESSIN, MICHALSKI, DOMASZEK, CORNELL. MOTION CARRIED. CLOSED SESSION BEGAN AT 8:31PM.**

15.) Open Session - May convene into open session to take action on any closed session items.

**MOTION BY TRUSTEE HAAS, SECOND BY TRUSTEE MICHALSKI, TO CONVENE INTO OPEN SESSION.**

**ROLL CALL VOTE: YAY – PALMER, HAAS, IRWIN, KRESSIN, MICHALSKI, DOMASZEK, CORNELL. MOTION CARRIED.**

Motion on item discussed in Closed Session:

**THERE WAS NO MOTION ON THE CLOSED SESSION ITEM. A SPECIAL MEETING WILL BE SCHEDULED TO CONCLUDE THE MANAGERS ANNUAL REVIEW.**

16.) Adjournment

There was no further business.

**MOTION BY TRUSTEE HAAS, SECOND BY TRUSTEE IRWIN, TO ADJOURN THE MEETING.**

**ALL WERE IN FAVOR. MOTION CARRIED. MEETING ADJOURNED AT 8:41PM.**

Minutes transcribed by: Michelle Luedtke

Minutes Approved on: