

UNAPPROVED  
VILLAGE OF EAGLE REGULAR BOARD MEETING MINUTES  
February 10, 2011

The meeting was called to order on at 7:30 p.m. by President Spurrell. Open meeting law requirements were confirmed by Deputy Clerk Sterzinger as having been met. Roll Call: Block, Rice, Royston, Salmela, Scheff, Spurrell were present, Greenberg, absent. The pledge was led by Trustee Royston.

An announcement of possible closed session per WI State Statute 19.85(1)(c) for consideration of compensation for the Village of Eagle Clerk was made.

**Review/Approval of Minutes of January 13, 2011**

President Spurrell made corrections as follows: Page 1-it should be stated that the State Statute should be cited for closed session meetings. Page 2-regarding the library update by Allison Chase-it should state that Generac is a contact to be made; they might be interested in making a donation. Page 3-Motion by Royston, seconded by Rice to approve Memorandum of Understanding-the vote needs to be shown. Also on Page 3-regarding the compost site-it should state opening the Wednesday after school is out, not closing; adding closing November 19, 2011. This should also be reflected in the motion made by Block. Page 5-correct the spelling of Dave Byrnes name in the Fire Commission appointment paragraph and in the motion. The motion should be corrected to passed 6-0-1. Page 6-the meeting "moved" not "adjourned" into closed session, and the motion called for a roll call vote which should be noted. Lastly, on Page 8-regarding the insurance-it should be noted that there is a total "savings" for employees of \$35,000.00.

**Motion:** Trustee Rice moved to approve the Regular Board Meeting Minutes of January 13, 2011 with the amendments as stated. Trustee Salmela seconded, and the motion carried (6-0).

**Treasurer's Report**

Treasurer Sterzinger explained the packet of reports which included 2010 year end and January accounts payable. She requested that Board Members let her know which reports they find beneficial and can be trimmed down. Rice questioned a check on the disbursement sheet that was a tax refund payment.

**Motion:** A motion was made by Trustee Salmela, and seconded by Trustee Block, to approve the Treasurer's Report and January Disbursements List (Cks #15878-15932), as submitted. The motion carried all in favor (6-0).

**Clerk's Report**

Sterzinger reported that the Office is moving smoothly and progressing with file clean up and organization. She stated that the goal is to get agendas a week before the meetings so that packets can be prepared, scanned and emailed to Board Members. President Spurrell added that Clerk O'Brien requested that she be the HR contact for the employees. Board members agreed to

have O'Brien as the contact for HR matters and insurance questions. A request for a new zoning map was mentioned for the Office.

### **Citizen Comments**

Jim Frisch of 817 Sutton Drive asked President Spurrell what was being done with the Bielinski request. Spurrell reported that the item is still tabled until the Board can address it. Frisch then commented on the Police Officers, Duffy and Bruckner doing a great job in the presentation of keeping kids safe on the internet. He stated it was a good program

### **Announcements**

President Spurrell explained the plan of getting agendas out ahead of time, and if meetings are coming up within the week before the Regular Board Meeting, the committee chairperson should try to get their items on the Board agenda, even if they have not yet had a meeting. He asked that everyone try to be diligent.

The other update is regarding Bielinski and Senior Housing. Bielinski is partnering up with Sun Star and has applied for a tax credit for investors (not the Village). Bielinski asked for written support from Board Members for the need for Senior Housing. Now we need to wait to see if the application is accepted and funding is made available to Bielinski which could result in building in Eagle.

Chief Ehlers stated that on January 27<sup>th</sup>, Gwen started the KKIDS program and it went well. They are now looking into drug recognition presentations for the children, teens and parents. Eagle Elementary school is supportive of these programs. Ehlers proceeded to explain the issues of heroine and the spreading use of the drug. He wanted it known that the Eagle PD is aware of heroine growth and will be ready to deal with this issue head on.

Chief Justin Heim reported that the Fire Department is investigating an ice rescue program and are working with the Police Department to collaborate training. Heim then stated that he would like to see an announcement on the web site in bold letters to shovel out hydrants. It is a huge problem and safety concern, and he asked the Board Members to talk to the constituents and get the word out. It was recommended that Code & Ordinance look into enforcement possibilities, but Rice pointed out that in the subdivisions, the hydrants are on shared private property.

### **Consideration/Action for Kettle Moraine Days request for temporary picnic license.**

**Motion:** Move to approve the temporary picnic license for Kettle Moraine Days, with the waiving of the \$10 application fee was made by Trustee Rice and seconded by Trustee Salmela. The motion carried all in favor (6-0).

### **Consideration/Action for Eagle Horseshoe League Tournament request for the use of Village Park, August 5, 6, 7, 2011 and request for temporary picnic license.**

**Motion:** Moved by Trustee Salmela, seconded by Trustee Block, to approve the request for the use of the Village Park by the Eagle Horseshoe League Tournament, August 5, 6, & 7, 2011. Motion carried all in favor (6-0).

**Motion:** Motion to approve the request for a temporary picnic license for the Eagle Horseshoe League Tournament with the \$10 application fee was made by Trustee Salmela and seconded by Trustee Block. A brief discussion followed regarding the waiving of the fee. Vote taken and motion carried (5-1).

**Fire Commission:** Meeting update packets were distributed including accounts payables. New reports include a summary of the calls and the paid on call hours. Board members liked the report and appreciate the work put in to preparation.

### **Consideration/Action regarding Publication of Unapproved Meeting Minutes**

Code & Ordinance Chairperson Rice stated that the item was not on their agenda for the past meeting, but they did do some research. He stated that only the basics need to be published; motions, votes, announcements. Rice added that he would want to get some input from the attorney, but Code & Ordinance will look into it more, to which Spurrell stated that State law requires only the basics, but the Board can add to the State law to define what we want.

**Discussion regarding Ice Skating Rink:** It is not going to happen this year, but for future discussions, clarification needs to be made as to whether this is an issue for the Park Committee, or for the Park & Recreation Committee. Trustee Royston brought up certain issues including rules for the rink; restrooms being open; lighting for evening usage; regulations regarding what type of activities will be using the rink. Spurrell stated that the Park Committee is for the function and rules of the park, and Park & Rec would be for the activities. Rice mentioned we should check into other communities who have rinks to see what regulations they have. Block added that the Park Committee, (Rice, Greenberg, Block) should meet to get things started for next year.

**Health Insurance Update:** Trustees Royston and Scheff met with the Village insurance representative from Health Insurance Associates via conference call and HIA is willing to seek better rates while the employees are still covered with the Anthem coverage that they had in the past. Royston explained the process and requirements. She went into depth regarding the confidential policy applications and submissions and a possible State of Wisconsin policy. A deadline has been set for February 28, 2011 for policy submissions. Royston requested the Board's approval to go ahead with the process.

**Motion:** Scheff moved to proceed with the applications being filled out and returned by February 28, 2011. Rice seconded the motion. Royston asked that there be a contact person in the office, to which Spurrell stated that Clerk O'Brien is already the contact for the HR issues; she will be the insurance contact. Rice pointed out that this is just one more application for the employees, but in the long run this is the best thing for the employees and the Village. Vote taken resulted all in favor (6-0).

**Discussion regarding employee contributions toward premiums:** The Village does not do a percent for contribution, just a dollar amount. Royston would like to have the Board discuss this issue to see which would save the Village more money. She gave examples of percentages and

savings. Discussion followed, including the insurance of the future. It was decided to wait until the information on insurance policies is returned.

**Update on Joint employee's enrollment in WRS:** Spurrell reported that he received a call from Shawn Smith, the director of WRS. He went on to state there had been involvement by local representative, Senator Kedzie which resulted in some action. Ms. Smith stated that if an agreement had been made with the Town, whereby the Village was the fiscal agent, then everything is ok. The Town & Village employees are back to where they had been six months ago. For the Village Budget, we no longer have a credit, but the Town will be repaying the monies we gave to them. We did not budget for retirement contributions for the Police Chief and DPW because of the credit. Budget may have to be reconciled. Spurrell thanked, on record, Senator Kedzie for his help because it made State government officials see things differently.

**Consideration/Action for amendment of resolution of 2005-10 regarding the Village of Eagle Business Plan Form:** Trustee Royston pointed out that the form needs to be updated to include more information for contact and business types. She presented a form she created. Spurrell stated that there should be the addition of floor plan; schematics; blue prints; a list of licenses needed or currently in possession. Discussion followed. Code & Ordinance/Planning Commission will review the form and make suggestions.

**Consideration/Action regarding 2011 tax collection by Waukesha County:** Clerk & Treasurer requested this item be on the agenda. Spurrell stated that tax collection went well and there is no need to have Waukesha County get involved. It was understandable that with the state of flux the office was in at the time, the idea was presented to assist the Clerk & Treasurer. Discussion followed.

**Motion:** Moved by Rice to refer the 2011 tax collection back to the Village Office, rather than Waukesha County, and seconded by Salmela. Motion carried (6-0).

### **Committee Reports**

**Code & Ordinance-**Rice reported that there were issues with the municipal parking signs and other Ordinances. Rice questions who does the follow through/follow up on the Ordinances. Discussion followed. Royston suggested that whenever a motion is made, responsibility should be assigned at that time as part of the motion.

**Police Committee-**Scheff introduced Officer Gwen Bruckner to explain Grant programs that she has secured. Officer Bruckner explained the Kohl's grant for \$1500, which is to be used for the children only. Program being set up is similar to citizen's police academy to instruct the children on police work. Purchases will be for kits, equipment and program materials. The second approved Grant is from the Department of Justice (DOJ) or for \$8400.00 which will be reimbursed after the receipts are received for equipment for the Officers that were lost or broken during or after the tornado. There is another Grant for \$4000 from the Department of Transportation (DOT) for radios, cameras, programming of the radios, etc. The Police and Fire Departments also received a donation from Lamplite Farms for \$130.00 which was split between departments. The \$67.50 that the Police received will be used for soda and coffee to be kept at

the Police Department for second and third shift officers. Discussion followed regarding where to get the money to pay for items before the grant reimbursement is received.

**Motion:** Scheff moved to come up with the money from the PD Equipment fund for the DOT grant and the DOJ grant as presented by Officer Bruckner. Block seconded. Brief discussion followed. Vote was taken and passed 6-0.

### **Park & Rec**

Heather Heywood introduced an intern, Matt Grezlak, who is working with her on programs and miscellaneous activities. She then went into a brief description of what has been going on and Matt explained the programs that are in the works. Matt specifically mentioned the family activities being held with Eagle Palmyra Elementary School. Heather announced the coach of the year, Kevin Schneider, and volunteer of the year, Holly Cayo. She then explained that there was a major problem with her office computer and that although it is budgeted, she is asking authorization from the Village to go ahead and purchase a new computer. She presented the information on the computer she will be obtaining.

The meeting then adjourned into closed session.

**Motion:** Moved by Trustee Salmela and seconded by Trustee Scheff to authorize the purchase of the computer as presented. Motion carried (6-0).

**Development Assistance Committee Update:** Spurrell reported that the committee met before the Board meeting and the recommendation from the committee is to proceed with the supplemental market study with Keith Wicks & Associates. This for the Step II of the study; Step I being the grocery store. Step II is the surrounding businesses. Monies have been budgeted for this.

**Motion:** Royston made a motion to go ahead with the next phase of the market study. Block seconded the motion. Motion passed (6-0).

**Motion:** Moved by Trustee Rice and seconded by Trustee Scheff, to move into closed session per WI State Statute 19.85(1)(c) for consideration of compensation for the Village of Eagle Clerk. Roll call vote: Block, Rice, Royston, Salmela, Scheff and Spurrell voted to go into closed session.

**Motion:** Motion by Royston and seconded by Salmela to go to open session. Vote was taken all were in favor (6-0).

The Board was back in open session.

**Consideration/Action compensation for the Village of Eagle Clerk:** Spurrell mentioned that any motion, as discussed, with explanation—the explanation would not be stated.

**Motion:** Trustee Royston moved that the Village compensate the Village Clerk at the rate of \$20.00 per hour effective the next pay period. Trustee Scheff seconded the motion. Motion carried (6-0).

**Motion:** Moved by Trustee Scheff, seconded by Trustee Royston, to adjourn the meeting at 9:27 p.m. The motion carried all in favor (6-0).

Respectfully submitted,

Darlene Sterzinger, Deputy Clerk/Treasurer