



**BROWN DEER VILLAGE BOARD
APRIL 18, 2022 MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by President Montgomery at 6:30pm.

I. Roll Call

Present: Village President Montgomery, Trustees Baker, Booker, Owens, Quirk, and Siegrist

Also Present: Village Attorney Bayer, Village Manager Burkart, and Village Clerk Brustmann

II. Persons Desiring to be Heard

There were no persons desiring to be heard.

III. Elected Officials & Staff Reports

No discussion or action was taken.

IV. Consent Agenda

- A) Consideration of Minutes – April 4, 2022
- B) February 2022 Financial Report
- C) Consideration of March 2022 Vouchers
- D) Approval of the Agreement for Professional Services with Wachtel Tree Science & Service, Inc. for the 2022 Emerald Ash Borer Treatments (Park Plaza Subd.)

It was moved by Trustee Booker and seconded by Trustee Quirk to approve the consent agenda as presented. The motion carried unanimously.

V. New Business

- A) **Discussion and Possible Action on Determining Responsibility of Tax Payment for Delinquent Tax Bills Incorrectly Issued to CLL Properties**

Attorney Bayer explained several properties along Deerwood Drive were reconfigured in 2017 and 2019. Some of the amendments to the parcels were not accurately recorded, which led to certain tax bills being issued in error. In one case, a tax bill was issued for a non-existent parcel. To the extent that the County reimbursed the Village for taxes that should not have been issued in the first place, the Village must pay those amounts back. Kyle Kabe, Account Manager for Accurate Appraisal, was present via zoom and addressed questions or concerns from the Board.

It was moved by Trustee Owens and seconded by Trustee Booker to authorize staff to reimburse Milwaukee County in the amount of \$18,958.45 for property taxes issued in error for 2019 on 8752 N. Deerwood Drive (parcels #0488989003 and 0488988004), and for 2020 on 8740 N. Deerwood Drive (parcel #0488989001) Motion carried unanimously.

B) Present and Consider Accepting 2020 Village Financial Audit Report

Jordan Boehm, CPA, of CliftonLarsonAllen LLP presented a PowerPoint of the 2020 financial audit highlighting the scope of work, audit results, and the governance communication. Village Manager Burkart thanked Mr. Boehm and his team for all their hard work towards the 2020 audit.

It was moved by Trustee Siegrist and seconded by Trustee Booker to accept the 2020 Financial Audit Report. The motion carried unanimously.

C) Consider Resolution 22-02 Providing for the Sale of Approximately \$3,295,000 General Obligation Promissory Notes

Brad Viegut, Managing Director of BAIRD, presented the tentative timeline and finance plan for the sale of the promissory notes.

It was moved by Trustee Quirk and seconded by Trustee Siegrist to approve the sale of approximately \$3,295,000 General Obligation Promissory Notes. The motion carried unanimously by a roll call vote.

D) Consider Resolution No. 22-04 Recognizing Arbor Day on May 9, 2022

Trustee Quirk noted the Village holds an annual Arbor Day celebration. This year Arbor Day will be held on Monday, May 9th at 2pm at Village Park. Arbor Day will be special this year as it will commemorate the life of Brown Deer Police Officer Jill Zeise who passed away on May 9th, 2021, after a courageous 5-year fight with breast cancer.

It was moved by Trustee Quirk and seconded by Trustee Owens to adopt Resolution No. 22-04 Recognizing Arbor Day on May 9, 2022. The motion carried unanimously by a roll call vote.

E) Consider Resolution No. 22-03 Appreciation for Jeff Baker

President Montgomery read verbatim Resolution No. 22-03 recognizing Jeff Baker for his 7 terms as Village Trustee.

It was moved by Trustee Siegrist and seconded by Trustee Quirk to adopt Resolution No. 22-03 Appreciation for Jeff Baker, with Trustee Baker abstaining. The motion carried 5-0.

VI. Recess into Closed Session pursuant to Wis. Stat. §19.85(1)(c) for the following reasons:

(c) To consider, employment, promotion, compensation, or performance valuation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

1. Discussion on Performance of Treasurer/Comptroller

It was moved by Trustee Quirk and seconded by Trustee Booker to recess into Closed Session pursuant to Wis. Stat. §19.85(1)(c) for the following reasons: to consider, employment, promotion, compensation, or performance valuation data of any public employee over which the governmental body has jurisdiction or exercises responsibility specifically discussion on performance of treasurer/comptroller.

VII. Reconvene into Open Session for Possible Action on Closed Session Deliberations

1. Consider Interim Finance Services with Tom Watson through GovTemps

It was moved by Trustee Siegrist and seconded by Trustee Owens to reconvene into open session.

It was moved by Trustee Quirk and seconded by Trustee Booker to approve the Interim Finance Services with Tom Watson through GovTemps.

VII. Adjournment

It was moved by Trustee Baker to adjourn at 8:38 p.m.

s/ Caren Brustmann
Caren Brustmann
Village Clerk