



**BROWN DEER VILLAGE BOARD
JUNE 20, 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 Booker, Johnson, Owens, Quirk, Siegrist, and Thompson

Also Present: Village Attorney Polk, Village Manager Burkart, Director of Public Works/Village Engineer Maederer, and Village Clerk Brustmann

II. Persons Desiring to be Heard

No persons were desiring to be heard.

III. Elected Officials & Staff Reports

No discussion or action was taken. President Montgomery wished all the fathers a “happy Father’s Day” and added she participated in activities with other state officials for Juneteenth.

IV. Consent Agenda

- A) Consideration of Minutes - June 6th, 2022
- B) Consideration of 2022-23 Liquor License Renewals
- C) Consideration Extending Service Agreement for CliftonLarsonAllen and Tom Watson to Assist with Finance Operations
- D) Consider Confirming Appointment of Derrick Danner to Treasurer

Trustee Quirk noted the June 6th minutes incorrectly reflected Ordinance 22-07 had been tabled, rather than deferred. Trustee Booker requested Derrick Danner’s potential start date. Trustee Owens inquired about the hiring process for the treasurer position.

It was moved by Trustee Booker and seconded by Trustee Thompson to approve the consent agenda with the amendment to replace the word “tabled” to “deferred” in the June 6th, 2022, minutes. The motion carried unanimously.

V. New Business

- A) **Consider Approval of Alcohol Beverage Retail Class “A” License Application for The Sale of Fermented Malt Beverages at Brown Deer Mobil, 5125 W. Brown Deer Road.**

Village Manager Burkart stated an application was received from Brown Deer Mobil to sell fermented malt beverages. It was noted that previous Village Boards have not approved this request to these types of establishments. Discussion followed regarding public health and underage drinking.

It was moved by Trustee Thompson and seconded by Trustee Johnson to deny the class “A”

license application for the sale of fermented malt beverages at Brown Deer Mobil, 5125 W. Brown Deer Road for the 2022-23 period. The motion carried unanimously.

B) Discuss Village Volunteer Committees

Village Manager Burkart asked the Board to complete a comprehensive review of volunteer committees and provide staff with some general guidance and direction on if any changes are necessary for our committees. Mr. Burkart added if there's an interest to create new volunteer committees, that current committees be consolidated to remain at 19 committees. The Board discussed increasing committees with one-year terms to three-year terms to align with other volunteer committees. There was also consensus to form a DEI committee. This committee could potentially oversee the review of Village policies and procedures, create a new neighbor's program, and market campaigns celebrating the Village's diversity. Mr. Burkart added that staff is going to prepare a cost estimate on what it would take to conduct a sustainability audit leading to the Village completing a sustainability action plan.

Guidance was provided to Mr. Burkart to create an ordinance reflecting increased term lengths, consolidation of committees, and creation of a DEI committee. This ordinance will be recirculated at a future Village Board meeting for further review.

C) Consider Approval of Ordinance #22-07 Amending Special Events Committee

Village Manager Burkart stated Ordinance #22-07 has been amended from guidance provided at the June 6th meeting. The two changes amended are specifying that the committee needs to include in their annual report a list of events they plan on completing the next 12 months so the Village Board can pre-approve this list, and to provide the committee the flexibility to put on an event not approved by the Village Board as long as the event requires no fundraising, no expenses, and limited staff time to assist with the coordination. Also included, should the chairperson resign, the vice chairperson shall preside, and should he or she resign, a special election would be held to elect a new chairperson. The Board discussed adding a residency requirement for confirmed members, extending the appointed Village Trustee to a two-year term, and clarifying that all advertising performed by the committee be approved by the Village Manager or his/her designee.

It was moved by Trustee Siegrist and seconded by Trustee Thompson, with Trustee Quirk opposing, to adopt Ordinance #22-07 amending the Special Events Committee in the Village Code as presented. The motion carried 6-1.

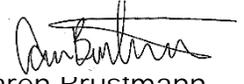
D) Consider Approval of the Compliance Maintenance Annual Report (CMAR) and Adoption of the Resolution Authorizing Submittal to the Wisconsin Department of Natural Resources (WDNR)

Village Engineer/Director of Public Works Maederer reviewed the Compliance Maintenance Annual Report and noted the Village's sanitary sewer system had zero overflows in 2021.

It was moved by Trustee Quirk and seconded by Trustee Owens by a roll call vote to approve the Compliance Maintenance Annual Report (CMAR) and adopt the resolution authorizing submittal to the WI Dept of Natural Resources (WDNR). The motion carried unanimously.

VII. Adjournment

It was moved by President Montgomery to adjourn at 7:55 p.m.



Caren Brustmann
Village Clerk