



**Brown Deer Village Board
August 7, 2023 Meeting Minutes
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by President Montgomery at 6:00pm.

I. Roll Call

Present: President Montgomery, Trustees Booker, Johnson, Owens, Thompson, and Woods

Excused: Trustee Greaves

Also Present: Village Attorney Brianna Meyer, Village Manager Tyler Burkart, DPW Director/Engineer Matthew Maederer, Water Superintendent Tom Nennig, Finance Director Derrick Danner, and Village Deputy Clerk Tomeika Jones

II. Persons Desiring to be Heard

Jim Farmer, 8041 N. Cedarburg Road, stated that he is concerned about the traffic at the intersection of Sherman and Bradley Rd. Semi trucks turning at this corner with other traffic specifically during peak traffic times can be an issue. He recommended that a traffic study be conducted for the Teutonia-Sherman area to help measure traffic patterns and if trucks can exit westbound out of Hansen storage onto Teutonia Ave.

III. Elected Officials & Staff Reports

Mr. Burkart stated that he met with Police Chief Peter Nimmer, Lt. Joseph Hahn, and with hotel owners in Brown Deer to discuss ways to increase security efforts. Recommendations for improvement were provided. A plan was put in place for the hotel to remedy these issues.

IV. Consent Agenda

A) Consideration of Minutes – July 17, 2023

B) Consider Approval of 5th Amendment to Greenlink / F Street Development Agreement

This 5th Amendment to the Development Agreement serves as a clarifying document to help better explain the financial assistance that the Village previously distributed and will continue to provide F Street until 2032. It also clarifies the receiving entity and the fact that there is no guaranteed total contribution level. The agreement maintains existing guaranteed values and reiterates disbursement timetables for assistance to F Street which last until 2032. Mr. Burkart stated the amendment clarifies that taxes are not directly linked to the minimum guarantee if the assessed valuation exceeds the minimum guarantee.

C) Consider Approval of Closing Village Facilities on September 21 at 11:00am for All Employee Training

The Village Manager is looking to initiate an all-employee training once per year that would focus on a

variety of topics for employees. This year the training would focus on antiharassment and emergency management protocols. Mr. Burkart stated that these meetings will take place once a year in the Fall.

It was moved by Trustee Woods, seconded by Trustee Booker to approve the consent agenda as presented. The motion was carried unanimously with a friendly amendment for item A that a unanimous vote be added to the minutes under the agenda item about approving the Public House 55 lease extension.

V. New Business

A) Present the Milwaukee County N. Sherman Blvd/CTH G Reconstruction Plans

Milwaukee County plans on using Local Road Improvement Program funding to reconstruct N. Sherman Blvd. in 2026. The County's proposal is to remove the stretch of Teutonia north of Bradley Rd. and focus on street improvements on Sherman Blvd. Bike lanes and sidewalks will be added to Sherman Blvd. Village dollars will only be needed to move the sewer and water utility infrastructure. Mr. Maederer presented the plan and responded to a few questions regarding the project.

Formal approval of the funds to relocate the utility infrastructure will occur in approving the CIP resolution. The Board provided feedback they liked option A the most out of the three options presented.

B) Consider Approval of Contract with Dixon Engineering for Inspection Services of the Standpipe Painting Project in the amount of \$59,050.00.

The Brown Deer water tower will be repainted starting in September 2023 and take two months to complete. The water tower is a two-million gallon standpipe storage facility. The storage facility is used for water storage, emergency water supply, and maintains system pressure in the distribution system. The standpipe needs repainting every 15-20 years.

Mr. Nennig stated that painting this tower will give it another 15 years. The tower normally supplies water to Brown Deer residents. While this project is underway, the Village has an option to pull water from Milwaukee County water lines as a backup water supply. The Village will also explore other options for water supply during repainting.

It was moved by Trustee Thompson, seconded by Trustee Woods to approve the contract with Dixon Engineering for Inspection Services of the Standpipe painting project in the amount of \$59,050.00. The motion was carried unanimously.

C) Consider Approval of Contract with Fedewa, Inc. for the Standpipe Painting Project in the amount of \$304,799.00.

Seven bids were received from qualified contractors. Fedewa, Inc. out of Hastings Michigan was the low bidder at \$304,799.00. The painting project is scheduled to begin in September of 2023, and last approximately two months. Mr. Nennig commented that there will not be a conflict of interest between Dixon and Fedewa while completing this project. They are two separate entities with two contractual agreements for completion of this work.

It was moved by Trustee Woods, seconded by Trustee Thompson to approve the contract with Fedewa, Inc. for the Standpipe Painting Project in the amount of \$304,799.00. The motion was carried unanimously.

D) Consider Approval of Contract with Mid-City Corporation for Installation of a Pressure Reducing Valve in the Amount of \$23,900.00 and Removal and Abandonment of Two Additional Booster Pumps in the 60th Street Station in the Amount of \$10,200.00.

Mr. Nennig stated that it's necessary to install a pressure reducing valve, so when water flows into Brown Deer from Milwaukee Water Works's high pressure system, the valve can reduce the pressure preventing water main breaks. It was also recommended that the two currently installed booster pumps be removed and resold. They will need to be removed before the tower is out of service. The valve is on order and is scheduled to arrive by late August 2023.

It was moved by Trustee Owens, seconded by Trustee Booker to approve the contract with Mid-City Corporation for Installation of a Pressure Reducing Valve in the Amount of \$23,900.00 and Removal and Abandonment of Two Additional Boosters pumps in the 60th St. station in the amount of \$10,200.00. The motion was carried unanimously.

E) Consider Approval of an 8% Water Rate Increase Effective December 1, 2023.

At the July 27, 2023 Water Commission meeting, the Commissioners approved the filing of a Simplified Rate Case (SRC) with the Public Service Commission (PSC) of WI. The SRC would increase water rates 8%. The proposed rate increase will result in a \$143,870 increase in income for the Utility. The proposed 8% rate increase will help the Utility meet the rising costs of labor, and materials.

Mr. Nennig stated that he conducts a financial analysis to figure out the rate increase for every 5-6 years. Economic inflation has increased the rate to 8%. However, Brown Deer will still have the 4th lowest water rate in Milwaukee area.

It was moved by Trustee Thompson, seconded by Trustee Woods to approve an 8% water rate increase. The motion was carried unanimously.

F) Consider Approval of Resolution 23-14; Adoption of 2024 – 2028 CIP

The CIP is a five-year plan for significant one-time expenses that relate to infrastructure, equipment, plans/studies, facilities, and vehicles. This gives the Village a five-year plan on how to use taxes, debt, user fees, grants, and other funding sources to pay for major one-time purchases like equipment, infrastructure, vehicles, building improvements, and studies.

Mr. Burkart stated that the CIP will be revisited each year. He will speak with Bayside IT about the technical upgrades in Village Hall and look into exploring options to lease/ rent equipment. Other CIP line items will be reviewed for potential cost savings for the future.

It was moved by Trustee Thompson, seconded by Trustee Booker to approve Resolution 23-14; Adoption of 2024-2028 CIP. The adoption was unanimously approved by a roll call vote.

G) Consider Approval of the Contract Award for the 2023 Roadway Re-Paving Program.

The 2023 Roadway Re-Paving will occur in conjunction with the water main relay (N. 63rd Street) and the annual ditch rehabilitation project (N. 63rd Street and N. Kildeer Court). Mr. Maederer stated that work will begin at the end of August 2023. Three weeks is the projected timeline for completion, and the work will cause minimal disruption in the area. All residents impacted will receive content in the mail with more information on these projects.

It was moved by Trustee Woods, seconded by Trustee Owens to approve the contract award for the 2023

Roadway Re-Paving Program. The motion was carried unanimously.

H) Consider Approval for Resolution No. 23-15, In the Matter of the Special Assessment of Culvert and Driveway Approach Costs for the 2023 Ditch Rehabilitation Project.

In 2001 the Village Board held public hearings for input on the proposed "Drainage Ditch Rehabilitation Policy" prior to its adoption. On May 21, 2001, the Village Board adopted the policy by Resolution No. 01-08. The policy requires that the net cost of culvert and driveway approach replacements, required by the rehabilitation of roadside ditches, be assessed against the benefiting property.

Mr. Maederer stated that construction of this project will last a few weeks. Work will be completed by the Village. Residents will have until October 2024 to pay for this or it will default to their future tax bill. All residents will receive a copy of the public hearing publication along with the estimated assessment and public information meeting date. Letters will be mailed the week of August 7. The next Village Board meeting in August will show costs for this upcoming project.

It was moved by Trustee Thompson, seconded by Trustee Woods to approve Resolution No. 23-15, In the Matter of the Special Assessment of Culvert and Driveway Approach Costs for the 2023 Ditch Rehabilitation Project. The motion carried unanimously by a roll call vote.

VI. Adjournment

It was moved by President Montgomery to adjourn at 7:05 p.m.

s/ Tomeika Jones
Tomeika Jones, Village Deputy Clerk