



**BROWN DEER VILLAGE BOARD  
AUGUST 15, 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 Bayer, Village Manager Burkart, Director of Public Works/Village Engineer Maederer, Finance Director/Treasurer Danner, Community Services Director Piotrowski, Police Chief Nimmer, North Shore Fire Chief Whitaker 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.

**IV. Consent Agenda**

**A) Consideration of Minutes - August 1, 2022**

It was moved by Trustee Thompson and seconded by Trustee Siegrist to approve the minutes of August 1, 2022. The motion carried unanimously. There was consensus from the Board to remove item B from the Consent Agenda and place under New Business to inquire about landscaping related to the bids upon Mr. Maederer's arrival.

**V. New Business**

**A) Presentation of Awards to Village Public Safety Personnel For Life Saving Actions**

Police Chief Nimmer and North Shore Fire Chief Whitaker recognized those involved in a recent near drowning incident. The police officers, first responders, 911 dispatchers, neighbors, and family were all honored for their life saving efforts. The involved toddler and his family were also present to thank everyone for their efforts.

**B) Consider Approval of the Contract Award and Low Bid for the Brown Deer Public Library Parking Lot Improvements Project**

This item was removed from the Consent Agenda and placed under New Business. Trustee Quirk questioned why one submitted bid included landscaping in the sub-contractor section and the other did not. Mr. Maederer clarified C.W. Purpero will be completing their own landscaping and not utilizing a sub-contractor.

It was moved by Trustee Booker and seconded by Trustee Siegrist to approve the contract award for the 2022 library parking improvements project to the low bidder, C.W. Purpero, Inc. The motion carried unanimously.

### **C) SEWRPC presentation on Beaver Creek Flood Plain Study**

Laura Herrick, P.E., Chief Environmental Engineer for SEWRPC presented a project overview, reviewed floodplain mapping with affected buildings, and flood mitigation alternatives with a cost analysis for each.

#### **D) Consider Approval of Resolution #22-09 Approving a 2023-2027 Capital Improvement Plan for the Village of Brown Deer**

Village Manager Burkart reiterated that based on previous consensus from the Village Board, staff removed the kayak launch installation improvements from the CIP. The sustainability plan and police department motor unit will remain in the 2023 budget, however, is not finalized until adoption of the budget.

It was moved by Trustee Siegrist and seconded by Trustee Quirk to approve Resolution No. 22-09 a resolution approving 2023-2027 capital improvement plan for the Village of Brown Deer. The motion carried unanimously by a roll call vote.

#### **E) Review and Possible Approval of a Contract for Professional Services at Ten Mile Park with Rinka/Kapur Engineers**

Community Services Director Piotrowski stated Kapur Engineers and RINKA architects have submitted a proposal for the final construction plan development of Ten Mile Park. The total of the two professional service proposals would be \$131,925. Funds for this phase of plan development would be covered by ARPA. Mr. Piotrowski noted the Village policy generally requires that a Request For Proposals (RFP) be solicited when professional services exceed the manager's spending authority of \$20,000, however, staff is recommending the combined proposal due to the consultants existing experience and knowledge of the site. There was consensus from the Village Board to seek RFP's for professional services in the future.

It was moved by Trustee Johnson and seconded by Trustee Thompson to accept the RINKA and Kapur proposals for the final construction plan development of Ten Mile Park. The motion carried unanimously.

#### **F) Discuss next Village Board meeting date**

Village Manager Burkhart received consensus from the Village Board to hold one meeting scheduled for September 19<sup>th</sup> due to the Labor Day holiday.

### **VII. Recess into Closed Session Pursuant to Wis. Stat. §19.85(1)(g) for the Following Reasons:**

(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. More specifically, with respect to possible civil actions for damages to the public library possibly caused by actions of DOT contractors working on Brown Deer Road.

It was moved by Trustee Quirk and seconded by Trustee Thompson to recess into Closed Session Pursuant to Wis. Stat. §19.85(1)(g) for the following reasons: to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. More specifically, with respect to possible civil actions for damages to the public library possibly caused by actions of DOT contractors working on Brown Deer Road. The motion carried unanimously.

### **VIII. Reconvene into Open Session for Possible Action on Closed Session Deliberations**

It was moved by Trustee Quirk and seconded by Trustee Thompson to reconvene into open session.  
No action was taken.

**VII. Adjournment**

It was moved by President Montgomery to adjourn at 8:09 p.m.

A handwritten signature in black ink, appearing to read "Caren Brustmann". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Caren Brustmann  
Village Clerk