



**BROWN DEER VILLAGE BOARD
OCTOBER 2, 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, Greaves, Johnson, Owens, Thompson, and Woods

Also Present: Village Attorney Nathan Bayer, Village Manager Tyler Burkart, DPW Director/Engineer Matthew Maederer, North Shore Fire Chief Robert Whitaker, Public Health Officer Becky Rowland, Library Director Dana Andersen-Kopczyk, Finance Director Derrick Danner, Water Superintendent Tom Nennig, and Village Clerk Caren Brustmann

II. Persons Desiring to be Heard

There were no persons desiring to be heard.

III. Elected Officials & Staff Reports

President Montgomery noted her report did not reflect her weekly meeting with Mr. Burkart.

No action was taken.

IV. Consent Agenda

- A) Consideration of Minutes - September 18, 2023
- B) Consider Approval of Service Agreement with City Water for Water Utility Management and Maintenance Services for 2024-2028

President Montgomery stated her first name was spelled incorrectly on the service agreement with City Water and should be corrected prior to obtaining her signature.

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

V. New Business

A) Consider Resolution 23-18 Approving a "Single or Multi-Year Capital " Budget to Purchase Large Apparatus Equipment from 2024-2028

Mr. Whitaker stated the North Shore Fire Department Board of Directors unanimously recommended adoption of this resolution to all seven North Shore communities. The resolution adopts the single or multi-year capital budget to purchase large equipment such as engines or ambulances. A new resolution will be drafted every year to ensure continued funding for the current capital improvement plan in place.

Trustee Owens questioned how the leasing option for this equipment compares to a one-time purchase. Mr. Whitaker stated leasing over a period of 20 years exceeds the cost of a one-time purchase. Trustee Booker asked if any vehicles would be electric in the future. Mr. Whitaker noted the City of Madison is currently testing electric vehicles; however, he doesn't foresee these being implemented any time soon.

It was moved by Trustee Greaves and seconded by Trustee Woods to approve Resolution 23-18 approving a "single or multi-year capital" budget to purchase large apparatus equipment from 2024-2028. The motion was carried unanimously by a roll call vote.

B) Consider Resolution 23-19 Approving the 2024 North Shore Fire Department Fees for Service Schedule

Mr. Whitaker stated there are three different types of fees charged by the fire department which include fees for emergency services, fees for fire prevention permits/inspections and administrative fees. The 2024 fee schedule was recommended for adoption by the NSFD board and needs at least five of the seven North Shore communities to do so. A 1.5% increase for EMS fees is being proposed to offset the year-to-year change in the medical care commodities and medical service CPI. Mr. Whitaker stated there are no other proposed changes to the 2024 fee schedule. If approved, the fee schedule will be placed on their website.

It was moved by Trustee Woods and seconded by Trustee Thompson to approve Resolution 23-19 approving the 2024 North Shore Fire Department fees for service schedule. The motion was carried unanimously by a roll call vote.

C) Consider Resolution 23-20 Authorizing an Exception to the Levy Limits for Charges for the North Shore Fire Department Pursuant to 2005 Wisconsin Act 484

Mr. Whitaker stated several member municipalities are interested in using the levy limit exemption for 2024. The applicable CPI change is an estimated 5.9%, allowing the increase to be 7.9% (percentage change plus 2%). The NSFD Board of Directors has recommended approval of the resolution.

It was moved by Trustee Thompson and seconded by Trustee Booker to approve Resolution 23-20 authorizing an exception to the levy limits for charges for the North Shore Fire Department pursuant to 2005 Wisconsin Act 484. The motion was carried unanimously by a roll call vote.

D) Consider Resolution 23-21 Approving Amendment No. 9 to the North Shore Fire Department Agreement to Amend and Restate the Financing Formula in Exhibit C

Mr. Whitaker noted eight amendments have been made to the agreement since it was adopted in 1994. The eight amendments that were approved by the Board of Directions and seven North Shore municipalities have been policy level changes. It is being proposed that amendment no. 9 would be a general, non-policy cleanup of the agreement.

It was moved by Trustee Owens and seconded by Trustee Greaves to approve Resolution 23-21 approving amendment no. 9 to the North Shore Fire Department agreement to amend and restate the financing formula in exhibit C. The motion was carried unanimously by a roll call vote

E) Present the 2024 Proposed Budget - Shared Services, Capital, TIF, Debt Service, Utilities, and Shared Revenue Funds


Department heads presented their respective funds to the board. Highlights of the 2024 proposed budget presentation included an implementation of a community case worker in cooperation with the health department, bayside communications, and law enforcement, the completion of the new fire station in Glendale, TID #2 will be closing, an implementation of a Parks and Recreation coordinator position, and an allocation of \$10,000 for marketing/communication initiatives to promote tourism.

Discussion followed with options to address the deficit in the proposed budget. A \$105,500 deficit is due to a decrease in the expenditure restraint program, a decrease in transportation aids, an increase in dental insurance premiums, and an increase in the proposed assessor contract. To close this deficit, staff are proposing the \$344,000 in TID 4 debt payments switch from a two-year plan to a three-year plan saving \$57,000. The remaining \$48,500 is being proposed to move to the tax levy. Another option is to cut any added level of service or to not switch the current assessor contract, with a difference of \$45,000.00 The board provided direction to go from the two-year plan to a three-year plan and place the remaining deficit on the tax levy.

No action was taken.

VII. Adjournment

It was moved by President Montgomery to adjourn at 8:07 p.m.



Caren
Brustmann
Village Clerk