

PUBLIC NOTICE

AGENDA FOR REGULAR MEETING #1923

Tuesday, September 15, 2015 at 7:00 PM

Village Hall Board Room, 12621 W. Hampton Avenue

PLEASE TAKE NOTICE that a Regular Meeting of the Butler Village Board will be held on the 15th day of September 2015 at 7:00 PM at the Village Hall Board Room, 12621 W. Hampton Avenue, Butler, Wisconsin, at which time and place the following items of business will be considered and possibly acted upon:

- I. Pledge of Allegiance
- II. Roll Call
- III. Persons Desiring to be Heard
- IV. Consideration of Minutes:
 - September 1, 2015 Regular Meeting
- V. Communications
- VI. Committee Reports
 - A. Public Safety Committee – 6:20 PM
 1. Police Department Report
 2. Fire Department Report
 - B. Building Board – 6:40 PM
 1. Building Permit(s):
 - a. 12712 W. Arden Place, Security Fence, Concrete Approach/Drive and Roof for Outside storage
 - C. Finance Committee – 6:50 PM
 1. Review and Approve Current Invoices
 2. Review and Approve August Statement of Revenues and Expenditures
 - D. Review of August Department Reports
- VII. Report of the Administrator
- VIII. New Business
 - (A) Discussion and Possible Action on Bartender's License(s).
 - (B) Discussion and Possible Action on Approving Current Invoices.
 - (C) Discussion and Possible Action on Approving August Statement of Revenues and Expenditures.
 - (D) Discussion and Possible Action on Approving 2016-2018 Service Agreement with Elmbrook Animal Welfare Society (HAWS) for services related to the care, management, sterilization, and placement of stray, abandoned, neglected, abused, or injured animals
 - (E) Discussion and Possible Action on Appointment of Andrea Van Gompel to the Library Board.
- IX. Adjournment

Dated: September 11, 2015

VILLAGE OF BUTLER

Patricia Tiarks, President

Kayla Chadwick, Administrator/ Clerk

Notice: It is possible that members of, and possibly a quorum of, other governmental bodies of the Village may be in attendance at the above-stated meeting to gather information. No action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to in the above notice.

Please note that, upon reasonable notice, good faith efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact the Village Administrator /Clerk at 262-783-2525 at least 24 hours in advance of the meeting.

OF THE BUTLER VILLAGE BOARD

Minutes not formally approved until Regular Board Meeting on September 15, 2015.

Village President Patricia Tiarks called the Board Meeting to order at 7:00 PM at the Village Hall Board Room.

ROLL CALL

Present: Village President Patricia Tiarks, Michael Thew, Dave Hesselgrave, Paul Kasdorf, Marc Van Gompel, William Benjamin and Jodi Kessel Szpiszar

Also present: Administrator Kayla Chadwick and Police Chief Wentlandt

PERSONS DESIRING TO BE HEARD:

James Brodhagen, 13112 W. Stark Street, he complained about dog barking and the smell at neighbors home located at 13030 W. Stark Street.

CONSIDERATION OF MINUTES:

Motion by Kasdorf; second by Thew to approve the minutes of the August 18, 2015 Village Board Meeting. Motion carried 7-0.

COMMUNICATIONS – None

COMMITTEE REPORTS

(A) *Building Board – Trustee Benjamin*

Present: Benjamin, Hesselgrave, Klibowitz and Kasdorf

Also present: Administrator Chadwick, Village President Tiarks and Chief Wentlandt

Building Permit(s):

- a. Motion by Kasdorf; second by Hesselgrave to approve 10' x 12' Shed permit for 13112 W. Stark St. Motion carried 4-0.
 - b. Motion by Kasdorf; second by Hesselgrave to approve Building permit for 12419 W. Hampton Ave. Motion carried 4-0.
2. Occupancy Permit(s):
 - a. Motion by Kasdorf; second by Hesselgrave to approve Occupancy permit for Ken's 4 Season Lawn Care & Landscape, 4506 N. 127 Street, with conditions to discussed about parking and storage. Motion carried 4-0.
 - b. Motion by Kasdorf; second by Hesselgrave to approve Occupancy permit Vennes Auto Sales, 4514 N. 127 Street. Motion carried 4-0.

Motion by Hesselgrave; second by Kasdorf to adjourn Building Board meeting. Motion carried 4-0. The meeting adjourned at 6:31 PM.

(B) *Finance Committee – Trustee Thew*

Present: Thew, Van Gompel and Szpiszar

Also present: Administrator Chadwick, Village President Tiarks and Chief Wentlandt

1. Motion by Szpiszar; second by Van Gompel for Finance Committee to review and send current invoices to Village Board for approval. Motion carried 3-0.

OF THE BUTLER VILLAGE BOARD

Motion by Szpizar; second by Van Gompel to adjourn Finance Committee. Motion carried 3-0. The meeting adjourned at 6:54 pm.

(C) *Park & Recreation Commission – Trustee Thew*

Trustee Thew reported Park & Recreation Commission met on August 26, 2015 and gave an update on the Playground Sub Committee; Fourth of July and Christmas parades and reported the committee discussed potential Adult Softball Team fee increases.

REPORT OF THE ADMINISTRATOR - Administrator Chadwick reported Cory Bremberger's last day of work at the Village of Butler was last week and thanked him for his service for the last two summers.

NEW BUSINESS

- (A) Motion by Thew; second by Szpizar to approve the following bartender's license:

Regular

David L. Hesselgrave Farmers Market and Hot Rods on Hampton

Motion carried 6-0. Hesselgrave abstained.

- (B) Motion by Thew; second by Van Gompel to approve the invoices as presented for \$144,436.77. Motion carried 7-0.

- (C) Motion by Benjamin; second by Szpizar to approve Resolution 15-12, a Resolution Honoring Saint Agnes Catholic Parish of Butler on their Centennial Anniversary. Motion carried 7-0.

- (D) Motion by Benjamin; second by Thew to approve an Engagement Letter with Baker Tilly for auditing services. Motion carried 7-0.

- (E) Motion by Thew; second by Van Gompel to approve Resolution 15-13, a Resolution to Authorize a Representative to File the Urban Forestry and Urban Forestry Catastrophic Storm Grant Application. Motion carried 7-0.

- (F) Motion by Kasdorf; second by Thew to approve an Application for Temporary Class "B"/ "Class B" Retailer's License to sell wine at St. Agnes Congregation, 12801 W. Fairmount Ave. on September 20, 2015. Motion carried 7-0.

ADJOURNMENT

Motion by Thew; second by Szpizar to adjourn. Motion carried 7-0. The meeting was adjourned at 7:10 PM.

Submitted by:
Kayla Chadwick, Village Administrator/Clerk

Approval Date: _____

Correction/Amendment:

PUBLIC NOTICE

Meeting- Public Safety Committee
Tuesday, September 15, 2015
6:20 PM – Village Hall Board Room

PLEASE TAKE NOTICE that a regular meeting of the Butler Public Safety Committee will be held on the 15th day of September, 2015 at 6:20 PM at the Village Hall Board Room, 12621 W. Hampton Avenue, Butler, Wisconsin, at which time and place the following items of business will be considered and possibly acted upon.

- I. Roll Call
- II. Persons Desiring to be Heard
- III. Consideration of Minutes
- IV. New Business
 1. Police Department Report
 2. Fire Department Report
- V. Adjournment

Dated: September 11, 2015

Paul Kasdorf
Chairman
Public Safety Committee

BY: Kayla Chadwick
Administrator/Clerk

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PUBLIC NOTICE

Meeting - Building Board
Tuesday, September 15, 2015
6:40 PM – Village Hall Board Room

PLEASE TAKE NOTICE that a Regular Meeting of the Butler Building Board will be held on the 15th day of September, 2015, at 6:40 PM at the Village Hall Board Room, 12621 W. Hampton Avenue, Butler, Wisconsin, at which time and place the following items of business will be considered and possibly acted upon.

- I. Roll Call
- II. Persons Desiring to be Heard
- III. Consideration of Minutes
- IV. New Business:
 1. Building Permit(s):
 - a. 12712 W. Arden Place, Security Fence, Concrete Approach/Drive and Roof for Outside storage
- V. Adjournment

Dated: September 11, 2015

William Benjamin
Chairman
Building Board

BY: Kayla Chadwick
Administrator/Clerk

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PUBLIC NOTICE

Meeting - Finance Committee
Tuesday, September 15, 2015
6:50 PM – Village Hall Board Room

PLEASE TAKE NOTICE that a regular meeting of the Butler Finance Committee will be held on the 15th day of September, 2015 at 6:50 PM at the Village Hall Board Room, 12621 W. Hampton Avenue, Butler, Wisconsin, at which time and place the following items of business will be considered and possibly acted upon.

- I. Roll Call
- II. Persons Desiring to be Heard
- III. Consideration of Minutes
- IV. Old Business:
- V. New Business:
 1. Review and Approve Current Invoices.
 2. Review and Approve August Statement of Revenues and Expenditures.
- VI. Adjournment

Dated: September 10, 2015

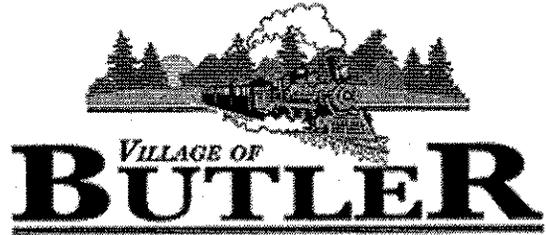
Michael Thew
Chairman
Finance Committee

BY: Kayla Chadwick
Administrator/Clerk

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To: President Tiarks
Village Board of Trustees
From: Kayla Chadwick, Village Administrator
Date: September 11, 2015
Re: August Administration/Finance Report



Administrator

- Attended 12 meetings on behalf of the Village.
- Worked on 2016 Budget
- Began website/logo redesign process.
- Prepared for 1 Village Board Meeting and 1 Park and Recreation Meeting.

Clerk

- Completed Softball season misc items.
- Attended the Wisconsin Certified Municipal Clerks Conference in La Crosse.
- Filed and distributed permits to business/residents.
- Prepared and distributed agenda, packets/minutes for all public meetings.

Treasurer

- Completed payroll and accounts payable activities.
- Reconciled bank statements.
- Imported water readings for billing.
- Worked on well certification permits.

Building

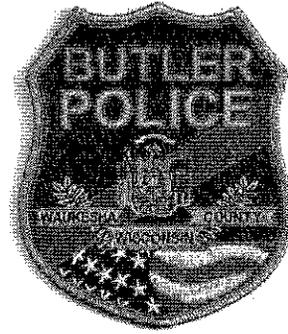
- Issued 66 Permits
 - 0 Sign
 - 2 HVAC Permit
 - 2 Electrical
 - 4 Plumbing
 - 8 Building
 - 0 Occupancy
 - 0 Zoning
- Issued permits resulted in \$4,6364.48 of revenue.

To: President Tiarks
 Village Board of Trustees

From: David Wentlandt, Chief of Police
 Robin Mateicka, Court Clerk

Date: August 11, 2015

Re: August Police/Court Report

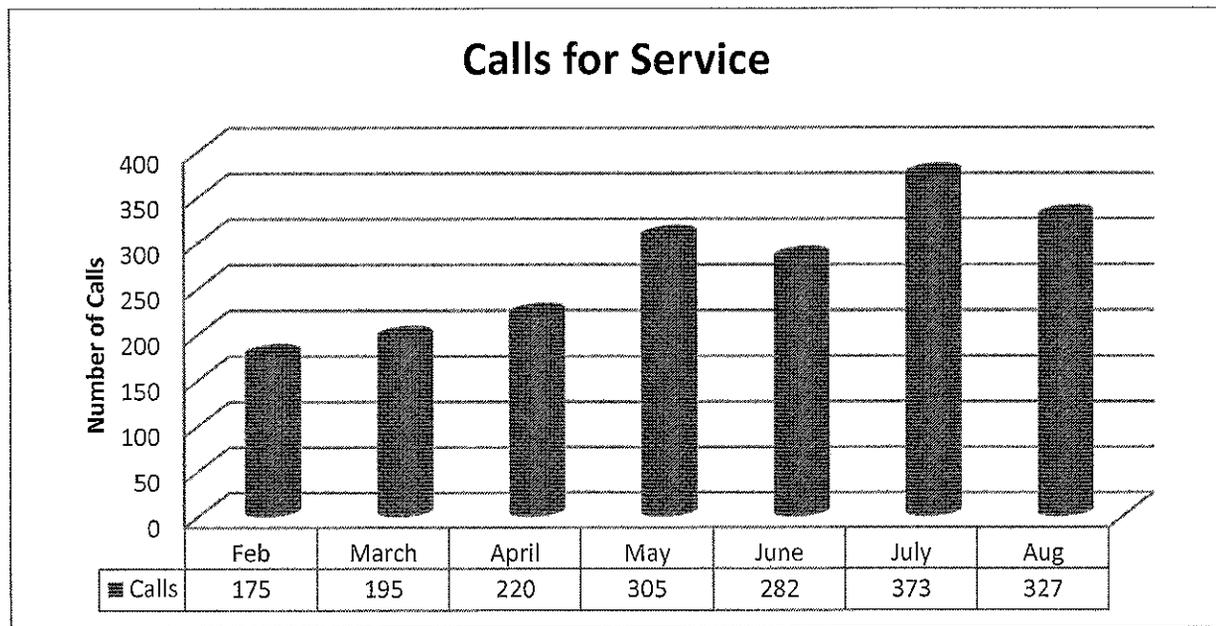


Squad Car Usage

	<u>Miles</u>	<u>Gallons</u>	<u>MPG</u>
2013 Marked Taurus	805	60.558	13.18
2011 Marked Crown Vic	1181	89.621	13.29
2015 Marked Explorer	2833	243.525	11.63

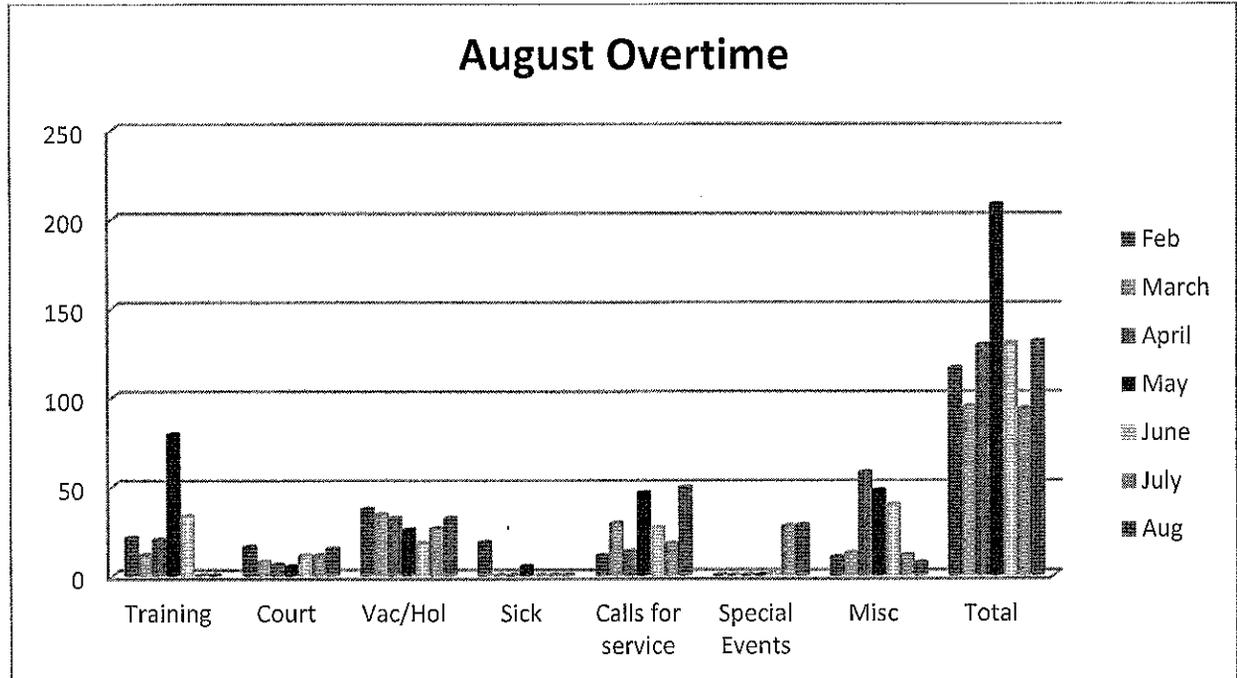
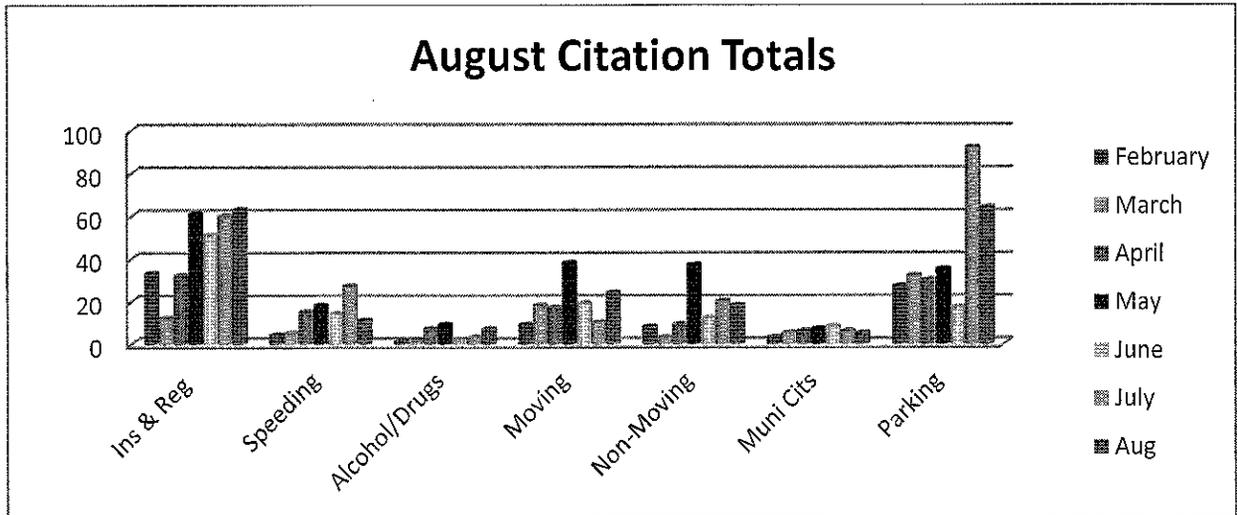
Notes of Interest

- National Night out was a huge success with over 1200 people in attendance.
- St. Agnes festival was also a success with no issues to report.
- Officer Rahn attended a 40 hour Evidence School offered through the Wisconsin Crime Lab.
- Lt. Harrison and Officer Ratzlaff attended a Radar/Laser school for the detection of speeders.
- The Elm Grove PD let us use their speed trailer which was placed on Hampton Ave.
- Officers had a total of 813 citizen contacts throughout the month. This equals 26.22 contacts per day or just over than 8.25 contacts per shift. This total does not include all the contacts officers had at NNO and St. Agnes Festival.



Citations

Insurance, Registration Citations	63
Speeding Citations	11
Alcohol/Drugs Citations	7
Moving Citations	24
Non-Moving Citations	18
Municipal Citations	10
Parking Citations	64
 Total Citations Issued:	 197



Municipal Court

Docket 8-13-15 Total: 303 adult cases/4 juvenile Appearances: 39 Persons

- 24 Adjournment
- 194 Initial appearance
- 84 Indecency hearing
- 0 Motions
- 8 Pre-Trial
- 3 Sentencing hearing
- 2 Trial

Citation List for 8/13/15 court date:

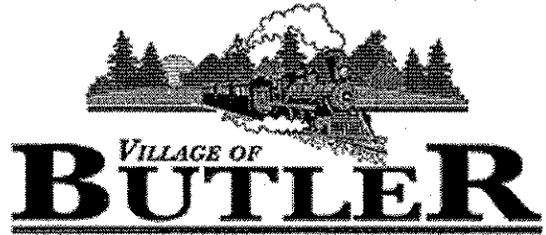
- Total due \$21,967
- Total paid \$4,238
- Balance due \$17,729

Monthly financial total \$15,546. Amount **RETAINED BY MUNICIPALITY: \$10,131**

- Above includes \$81 received through the WI State Income Tax Refund Intercept program (TRIP).

Parking ticket payments received in August: \$990

To: President Tiarks
 Village Board of Trustees
From: Jim Bremberger, DPW Supervisor
Date: September 9, 2015
Re: August DPW Report



The top August priorities were;

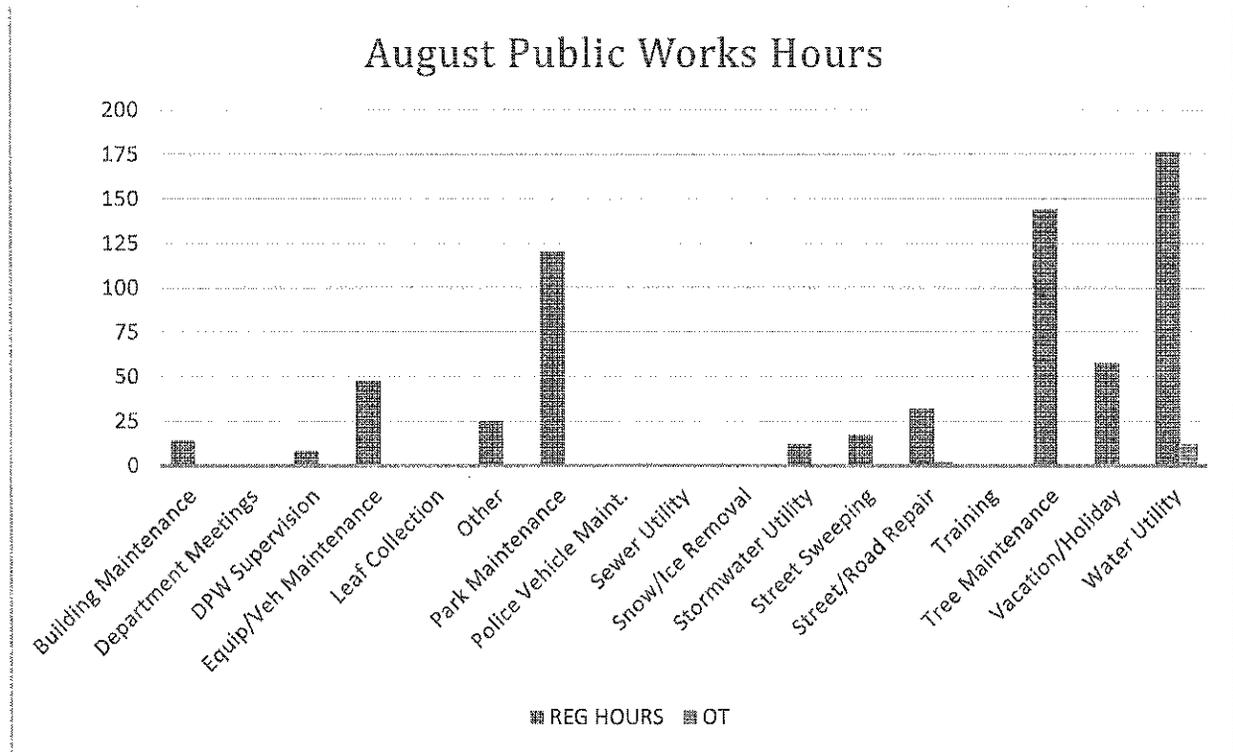
- Hydrant Flushing
- Remove trees identified in EAB program
- Tree Trimming on Cameron Ave

August Activity

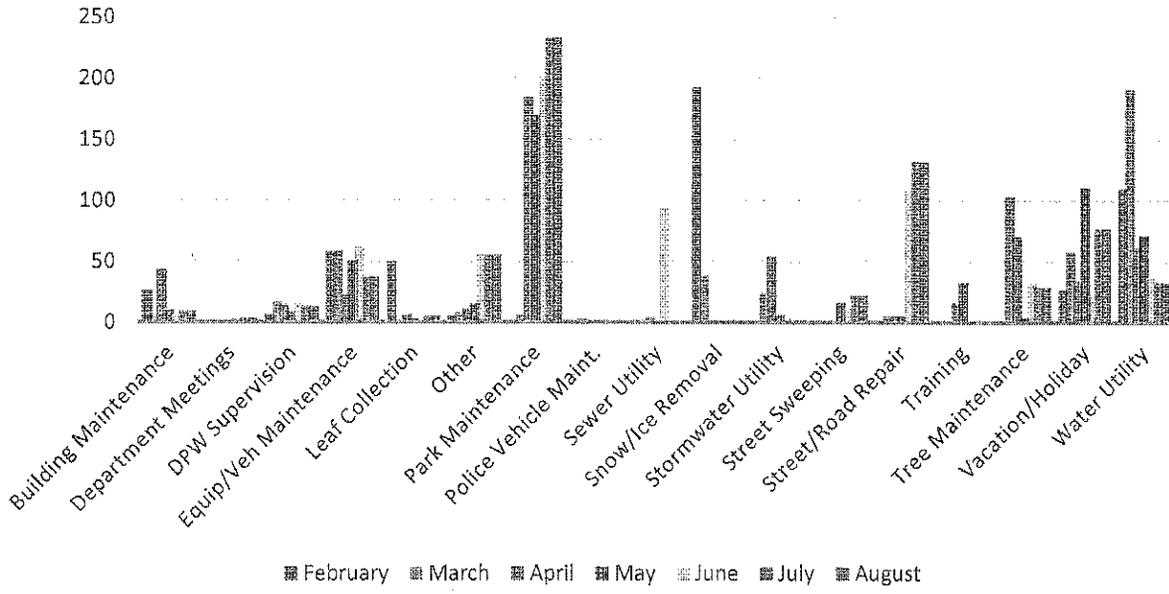
- Set up and clean up for National Night Out
- Tree Trimming on Cameron Ave
- Street sweep

Utility Activity

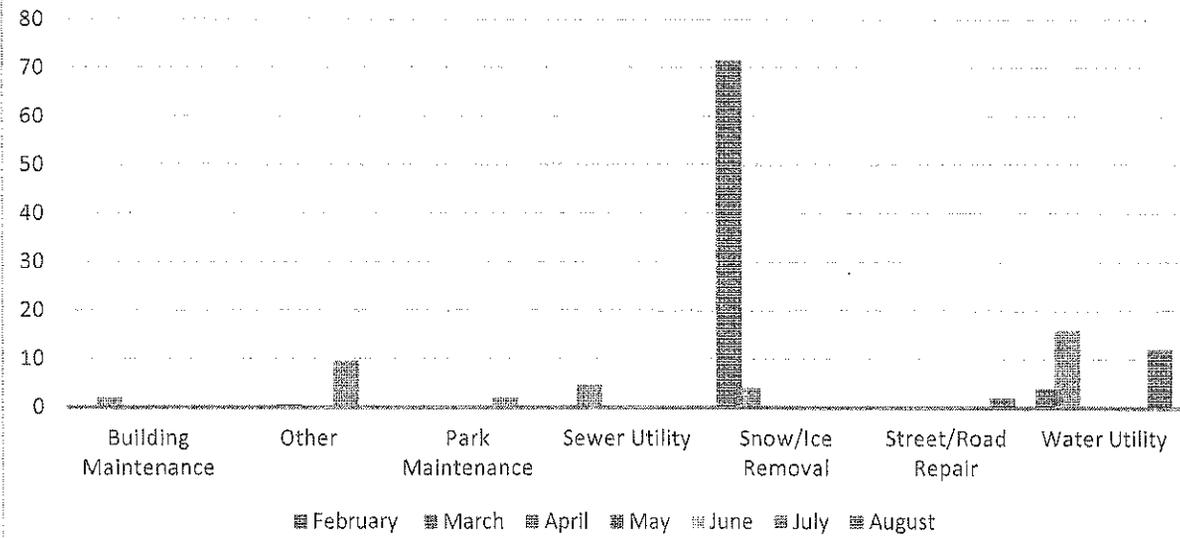
- Completed monthly and quarterly water samples.
- Flush all hydrants in the Village
- Repair street valve and replace hydrants on 125th and Stark
- Solicited quotes for capital improvement projects



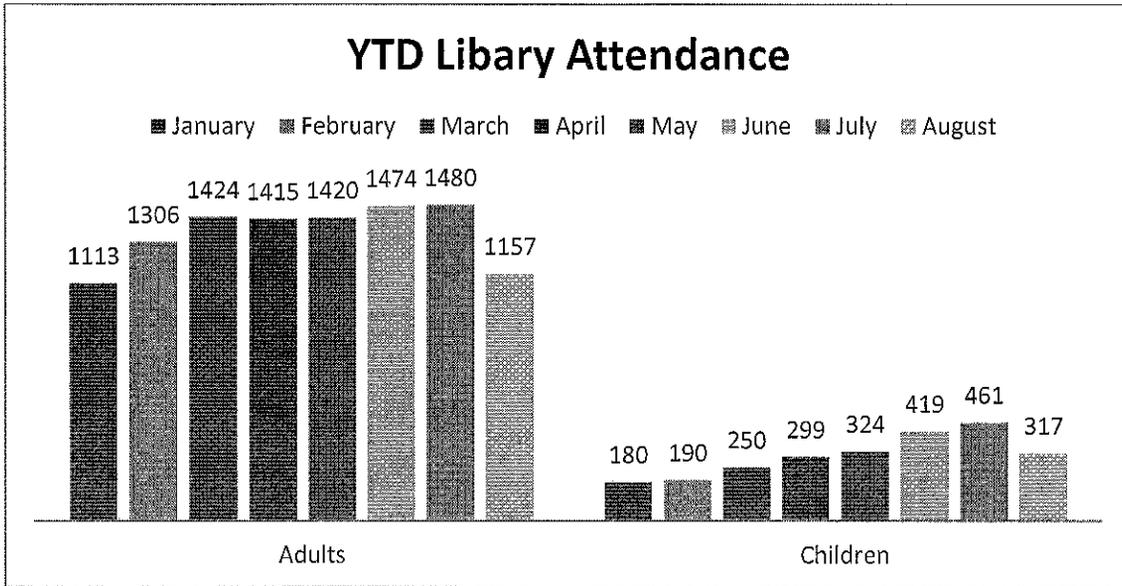
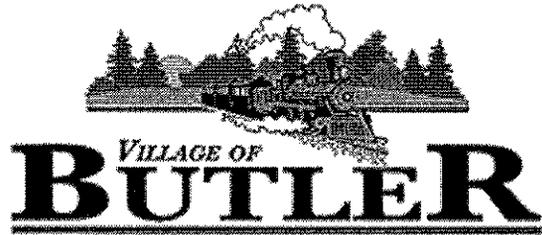
YTD Regular Hours



YTD Overtime Hours

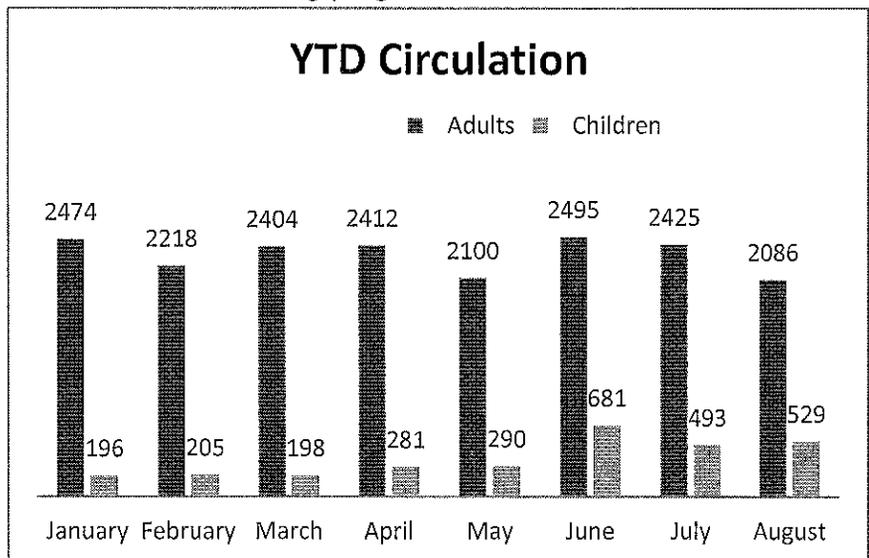


To: President Tiarks
 Village Board of Trustees
From: Gail Duernberger, Library Director
Date: September 9, 2015
Re: August Library Report



- 315 Reference questions were asked of Library Staff in August.
- 487 uses of Library computers, down from 623 in July.
- The Library Conference Room was for the following programs.
 - Story Programs
 - Volunteer Party
 - Gen. Patton Program
 - Nature Program

- 10 new Library cards were issued
- September events include;
 - Social Security Program
 - Movie Night
 - Reading for Elderly Readers



HAWWS

Humane Animal Welfare Society

701 Northview Road
P.O. Box 834
Waukesha, WI 53187
Phone: 262-542-8851
Fax: 262-542-8853
www.hawwpets.org

September 1, 2015

Village of Butler
12621 West Hampton Avenue
Butler, WI 53007

Dear Sir/Madam,

The Humane Animal Welfare Society of Waukesha County is pleased to have provided animal care and control services to your Municipality over the past three years. We look forward to again serving the residents and animals in your community in 2016. I hope our services have met with your expectations and welcome your input or suggestions as to how we may improve our service to you. We feel it a privilege to be able to provide humane care and assistance to the lost, homeless, injured and abandoned or abused animals in Waukesha County and value your trust and confidence in our programs.

Enclosed please find two copies of our renewal Service Agreement for the upcoming years 2016, 2017 and 2018. Please sign one copy and return it to our office and retain one copy for your records. As always, should you have any questions please feel free to contact me at the Society.

Yours truly,



Mark Hess
Operations Manager

SERVICE AGREEMENT

This Agreement is entered in to this 1st day of January, 2016 (hereinafter "Effective Date") by and between the **Village of Butler**, existing under the laws of the State of Wisconsin, with its principal offices located at **12621 West Hampton Avenue, Butler, WI 53007** (hereinafter "Municipality"), and the Humane Animal Welfare Society of Waukesha County, Inc, a Wisconsin corporation, with principal offices located at 701 Northview Road, Waukesha, Wisconsin (hereinafter "HAWS").

WHEREAS, the Municipality is seeking services related to the care, management, sterilization, and placement of stray, abandoned, neglected, abused or injured animals, hereinafter referred to as "Services",

WHEREAS, HAWS is an organization offering such Services and willing to provide such Services to the Municipality;

NOW THEREFORE BE IT RESOLVED, the following document sets forth the terms and conditions for the provision of such Services and related consideration, the sufficiency of which is hereby acknowledged, the parties agree as follows:

1. SERVICES

ANIMAL DROP OFF SERVICES: HAWS agrees to accept animals as they are delivered to HAWS by the officials of the Municipality and/or citizens, during normal operating hours. Municipal law enforcement personnel may have access to the stray drop off area 24 hours per day.

HAWS ANIMAL TRANSPORTATION: HAWS agrees to pick up stray, abandoned or injured domestic animals and sick or injured wildlife (which pose a health hazard to the public) and transport said animals. Animal transportation shall be provided 24 hours a day, seven days a week including holidays.

HUMANE CARE: All animals, received by HAWS from the Municipality, shall be provided with shelter, food, water and necessary health care services, in accordance with state laws.

SPECIAL ANIMALS SERVICES: HAWS will maintain a quarantine facility for any animal delivered to HAWS for having bitten a person. Quarantine will be for a period of ten days in accordance with state law. In cases of animal abuse or neglect, HAWS shall provide Humane Care to the animal for a period of seven days. The Municipality may request HAWS to continue to board an animal beyond these standard periods. Requests should be made in writing with a time period jointly agreed upon.

RECLAIM: In the event an owner reclaims a lost animal, HAWS will collect and receive any and all fees associated with boarding, pick up and transportation charges from the owner. These fees shall be the property of HAWS. HAWS will collect and

transfer municipal fines as requested. At such time, HAWS shall require the citizen to provide proof of animal licensure and proof of vaccination(s) as required under state law. No animals shall be released from HAWS without this proof.

DISPOSITION: Domestic animals may be placed up for adoption after evaluation. HAWS shall have sole right to determine an animal's suitability for placement. To control the population of animals in the Municipality, and to provide for the health of the animals, animals will be sterilized, micro chipped, and vaccinated. Any animal HAWS determines is unsuitable for adoption shall be humanly euthanized.

EMERGENCY RESCUE: HAWS shall provide Emergency Rescue services to animals in the Municipality. In an emergency, HAWS shall remove the animal from the situation and provide immediate medical care to relieve pain and sustain the animal's life. Animals requiring veterinary services will be transported to an emergency veterinary facility when possible. Following rescue, HAWS shall also provide rehabilitative services for said animal, where possible. HAWS will employ staff trained in emergency animal capture procedures and provide equipment for such services.

EUTHANASIA SERVICES: HAWS shall provide humane animal euthanasia and cremation services for citizens of the Municipality, upon request of such citizen. Any fees associated with this process shall be paid by the Citizen.

FACILITY ACCESS: HAWS shall maintain a clean and accessible facility for citizens to avail themselves of the Services described herein. Such facility shall be open to the public on a regular posted schedule, which may be revised by HAWS, as needed.

RECORDS: HAWS shall maintain records of all Services described herein, which shall be made available to the Municipality upon written request.

STATE LAWS: HAWS shall comply with all state and federal laws concerning its operations, services and facilities.

2. FEES

~~HAWS agrees to service the Village of Butler for an annual fee of \$1155.00 per year. No additional fees will be charged to the municipality for services.~~

- 2.1 Fees shall be paid by the Municipality to HAWS on an annual basis. The Municipality shall remit such fees to HAWS within 45 days of the Effective Date of this Agreement or from the date of invoice, or in accordance with prior arrangements made with HAWS.

3. TERM AND TERMINATION

- 3.1 This Agreement shall be in full force and effective until December 31, 2016 and shall automatically renew for one-year terms thereafter,

(hereinafter "Renewal Date"), unless the Municipality chooses the 3-year Service Option as specified below.

- 3.2 This Agreement may be terminated by either party upon providing 60 days written notice to the other party prior to Renewal Date.
- 3.3 This Agreement may be immediately terminated by either party should the other party become insolvent, files a petition for bankruptcy, makes an assignment for the benefit of creditors, or someone files a petition of involuntary bankruptcy on behalf of the party.

Please specify your desired contract term and initial.

(initial) Village of Butler chooses the 1 year agreement term.

(initial) Village of Butler chooses the 3 year Service Option. Our service fees will remain the same for each year, with billing for the Agreement year 2016, 2017 and 2018 to occur in the month of December prior to those years.

Dated this _____ day of _____, 2015.

*Humane Animal Welfare Society
of Waukesha County, Inc.*



By: Mark Hess, Operations Manager

*Village of Butler
Butler, WI*

By: Municipal Official

SERVICE AGREEMENT

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STATE LAWS: HAWS shall comply with all state and federal laws concerning its operations, services and facilities.

2. FEES

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Dated this _____ day of _____, 2015.

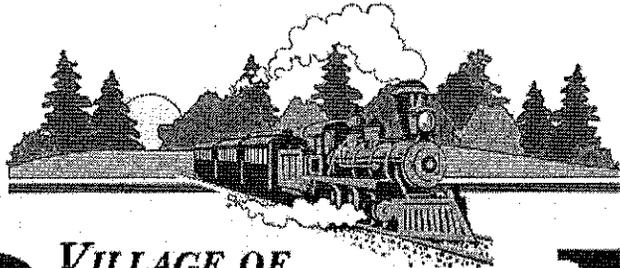
*Humane Animal Welfare Society
of Waukesha County, Inc.*



By: Mark Hess, Operations Manager

*Village of Butler
Butler, WI*

By: Municipal Official



VILLAGE OF BUTLER

APPLICATION FOR BOARDS & COMMISSIONS

12621 W. Hampton Ave
Butler, WI 53007
Telephone: (262)783-2525

Board or Commission Applying For: <u>Library Board</u>			
Name: <u>Andrea Van Gompel</u> Address: <u>4620 N 127th St Butler</u> Zip: <u>53007</u>			
Telephone: Work: <u>414-362-6375</u> Home: <u>414-254-8558</u>			
Email: <u>andreavangompel@gmail.com</u> Fax: _____			
Are you a registered voter of Butler? <u>yes</u> How long? <u>3 years</u>			
Have you attended a meeting of this Board/Commission? <u>NO</u>			
Present Employer: <u>Rite-Hite Company, LLC</u>			
Job Title: <u>Customer Service Manager</u>			
Previous Governmental Bodies/Elective Offices Applicant has served		Position/Office Held	Dates
		<u>None</u>	
Civic or Charitable Organizations to which Applicant has belonged		Position Held	Dates
		<u>None</u>	
Special Interests/Hobbies/Talents: <u>Reading, walking my dog, traveling</u>			
College, Professional, Vocational Schools attended	Major Subject	Dates	Degree/Date
<u>UW-Whitewater</u>	<u>International Business Spanish & Finance</u>	<u>2001-2006</u>	<u>Bachelor of Business Administration</u>
<u>UW-Milwaukee</u>	<u>Business</u>	<u>2009 - 2011</u>	<u>MBA</u>
Special awards or recognition received: _____			

Please state reasons why you want to become a member of this Board or Commission, including what specific objectives you would be working toward as a member of this advisory board. Please state why you would be an asset to this advisory board: (Attach second page if necessary)

Reading has always been a hobby of mine. I have visited my community's library regularly throughout my life. When I was in college, I worked part time at the UW-Whitewater library. I have been a member of a book club for the past 4 years. We meet once a month and read a variety of books. If I were on the library board, I would work to ensure that the library continues to offer a diverse group of materials that appeals to the village. I would work to help identify the needs of the village and help determine what can be done to meet them. I would also help with projects that the library needs done.

Any other information which you feel would be useful in reviewing your application:

I would really like to become more involved with the Village of Butler. I have lived here 3 year now and believe that Butler is a wonderful place to live. This position would be the perfect opportunity for me to combine my love of reading with helping the community.

Are you associated with any Organization/Employment that might be deemed a conflict of interest in performing your duties if appointed to this position? No

If yes, please state name of

Organization/Employment: _____

Would you be willing to abstain from voting on matters where a potential conflict of interest exists? Yes

Have you been convicted of a felony or misdemeanor? No If yes, explain convictions (Do not list any misdemeanor settled in juvenile court).

How did you hear about the opening on this Commission?

Kayla Chadwick e-mailed regarding the opening on the board

Signature of Applicant: Andrea Van Harpel

Date signed: 9/1/15