

PUBLIC NOTICE

AGENDA FOR REGULAR MEETING #1937

Tuesday, March 1, 2016 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 1st day of March, 2016 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. Consent Agenda:
Note: Prior to voting on the Consent Agenda, items may be removed at the request of any Trustee and be placed on the agenda under New Business.
 - 1) February 2, 2016 Regular Meeting Minutes
 - 2) Current Invoices
 - 3) January Statement of Revenues and Expenditures
 - 4) Bartender's Licenses
 - 5) Monthly Department Reports
- V. Communications
- VI. Committee Reports
 - 1) Building Board
 - 2) Finance Committee
 - 3) Library Board
 - 4) Park & Recreation Commission
- VII. Report of the Administrator
- VIII. New Business
 - (A) Discussion and Possible Action on Approving Security Fencing at the Public Works Facility.
 - (B) Discussion and Possible Action on Approving the Purchase of a Utility Trailer for the Department of Public Works.
- IX. Adjournment

Dated: February 26, 2016

VILLAGE OF BUTLER

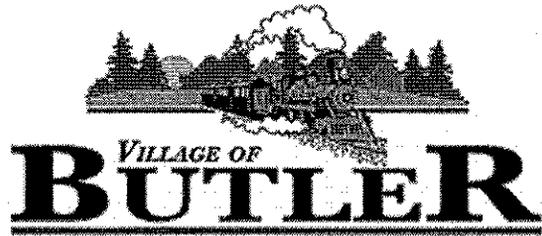
 Patricia Tiarks, President

 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.

To: President Tiarks
Village Board of Trustees
From: Kayla Chadwick, Village Administrator
Date: February 26, 2016
Re: March 1st Supplemental Agenda



VIII. New Business

(A) Discussion and Possible Action on Approving Security Fencing at the Public Works Facility.

Over the past year, DPW Supervisor Jim Bremberger and I have been discussing the installation of additional security fencing around an outside storage bay. We did not include it in the 2016 because we determined that, at the time, it was not an absolute necessity. Given the most recent theft of the trailer, and the potential for future risk, we decided that proceeding with the installation would be in the best interest of the Village. Jim obtained three quotes from area fencing contractors. Our plan is to replace the mesh and privacy slats on the existing fence, and extend the fence 20 feet in front of the salt shed, and place a double gate on front that will be locked. Below are the quotes for the project;

- A-1 Fence Co: \$4,530
- Century Fence: \$5,516
- Northway Fence: \$7,520

There is sufficient fund balance in the Capital Fund to complete this work.

Staff recommends approval of the quote for A-1 Fence.

Motion: I move to approve a contract with A-1 Fence for the installation of security fencing at the DPW facility with use of fund balance from the Capital Fund.

(B) Discussion and Possible Action on Approving the Purchase of a Utility Trailer for the Department of Public Works.

We have not recovered the utility trailer that was stolen from the DPW facility earlier this year. This request is to purchase a replacement trailer. This trailer is used to transport various equipment to and from the parks and other Village properties during the warmer months. This request is for a not-to-exceed amount of \$2,000 from the Capital Fund balance to replace the trailer. This trailer will be hitch locked and locked inside the new security fencing (should the Board approve the expenditure). Should the Board approve the purchase, we will purchase the trailer later this spring.

Staff recommends approval.

Motion: I move to approve a purchase of a new utility trailer, not-to-exceed \$2,000 with use of fund balance from the Capital Fund.

OF THE BUTLER VILLAGE BOARD

Minutes not formally approved until Regular Board Meeting on March 1, 2016.

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, Paul Kasdorf, Marc Van Gompel, Jodi Kessel Szpizsar and Dave Hesselgrave

Excused: William Benjamin

Also present: Administrator Kayla Chadwick and Police Chief Wentlandt

PERSONS DESIRING TO BE HEARD:

None

CONSENT AGENDA:

1. Approval of Village Board minutes – January 19, 2016
2. Approve of Special Village Board minutes – January 21, 2016
3. Current Invoices - \$163,818.33
4. Bartender's Licenses – Kristina J. Thompson, Butler Inn

Motion by Kasdorf; second by Thew to approve Consent Agenda. Motion carried unanimously.

COMMUNICATIONS: None

COMMITTEE REPORTS

Building Board

Trustee Hesselgrave reported there were 1 occupancy permit and 2 building permits which were approved:

Occupancy Permit:

1. Badgerland Striders, Inc., 12650 W. Arden Pl.

Building Permit:

1. Sign at 4547 N. 128 Street
2. Sign at 12726 W. Arden Pl.

Finance Committee

Trustee Thew reported the current invoices were \$163,818.33 and approved.

Park and Recreation Commission

Trustee Thew reported the Park & Recreation Commission met on January 27, 2016 and discussed Christmas Parade update, potential Halloween Celebration alternatives, and the 2016 Softball and Horseshoe schedule.

REPORT OF THE ADMINISTRATOR - Administrator Chadwick reported about absentee voting for the Spring Primary Election.

NEW BUSINESS

- (A) Motion by Thew; second by Hesselgrave to approve Resolution 16-03; a Resolution to Reduce Number of Election Officials for February 16, 2016 Spring Primary Election. Motion carried unanimously.

- (B) Motion by Kasdorf; second by Szpizar to approve an unbudgeted expenditure from the Capital Fund for the purchase of a computer and printer for the Court Clerk. Motion carried unanimously.

- (C) Motion by Thew; second by Hesselgrave to allow the Park and Recreation Committee to explore the creation of archery lanes at Frontier Park. Motion carried unanimously.

ADJOURNMENT

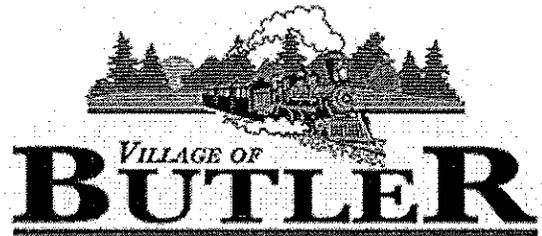
Motion by Thew; second by Szpizar to adjourn. Motion carried unanimously. The meeting was adjourned at 7:22 PM.

Submitted by:
Kayla Chadwick, Village Administrator/Clerk

Approval Date: _____

Correction/Amendment:

To: President Tiarks
Village Board of Trustees
From: Kayla Chadwick, Village Administrator
Date: February 24, 2016
Re: January Administration/Finance Report



Administrator

- Attended 10 meetings on behalf of the Village.
- Prepared for 2 Village Board Meetings, and 1 Playground Fundraising Committee Meeting.
- Finalized Urban Forestry Grant acceptance.
- Began Employee Handbook Revisions.
- Assisted Deputy Clerk in Election Preparation.

Clerk

- Prepared Absentee Ballots and Mailed Absentee Ballots 1-26-16
- Performed Pre-Lat Test for Spring Primary 2016
- Election Training for Chief Inspectors and Poll Workers held on 1-29-16
- Prepared and distributed agenda, packets/minutes for all public meetings.

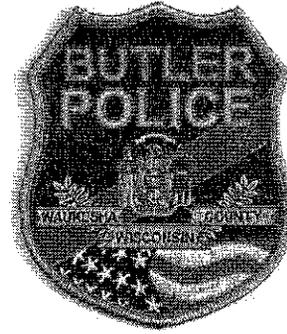
Treasurer

- Completed payroll and accounts payable activities.
- Reconciled bank statements.
- Collected Property Tax Bills and Prepared settlements for other jurisdictions.
- Began audit preparation.

Building

- Issued 12 Permits
 - 1 Sign
 - 1 HVAC Permit
 - 2 Electrical
 - 0 Plumbing
 - 6 Building
 - 1 Occupancy
 - 1 Plan Review
- Issued permits resulted in \$1,903,18 of revenue.

To: President Tiarks
Village Board of Trustees
From: David Wentlandt, Chief of Police
Robin Mateicka, Court Clerk
Date: February 23, 2016
Re: January Police/Court Report

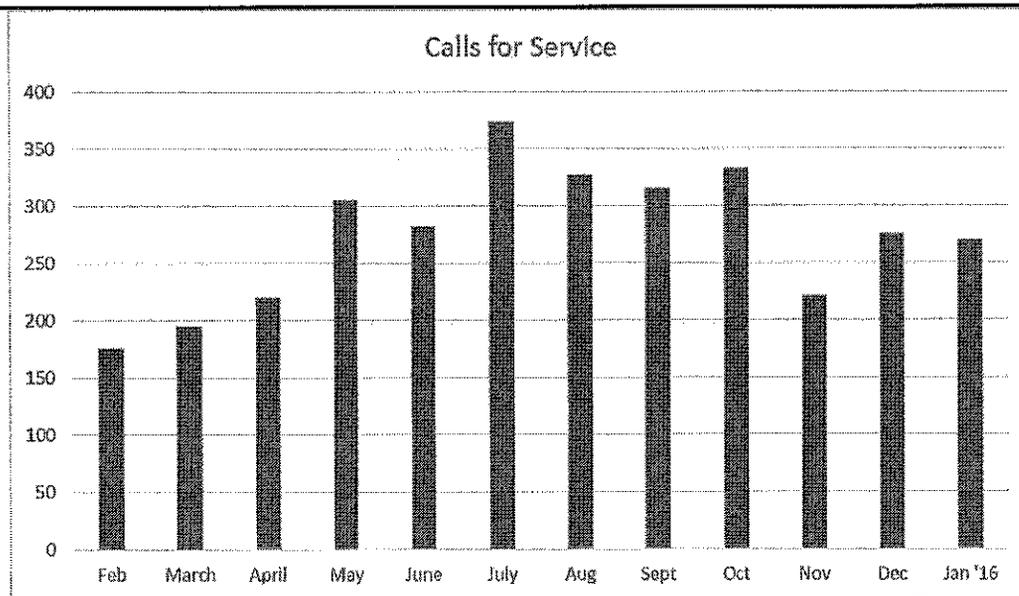


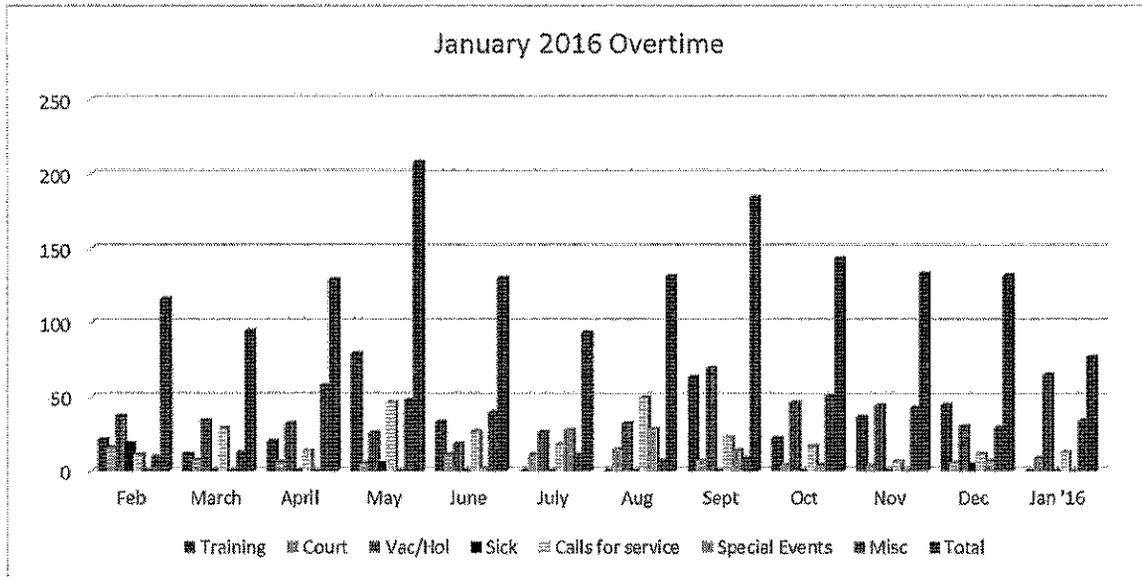
Squad Car Usage

	<u>Miles</u>	<u>Gallons</u>	<u>MPG</u>
2013 Marked Taurus	980	96.39	10.17
2011 Marked Crown Vic	2032	188.95	10.75
2015 Marked Explorer	1204	113.79	10.58

Notes of Interest

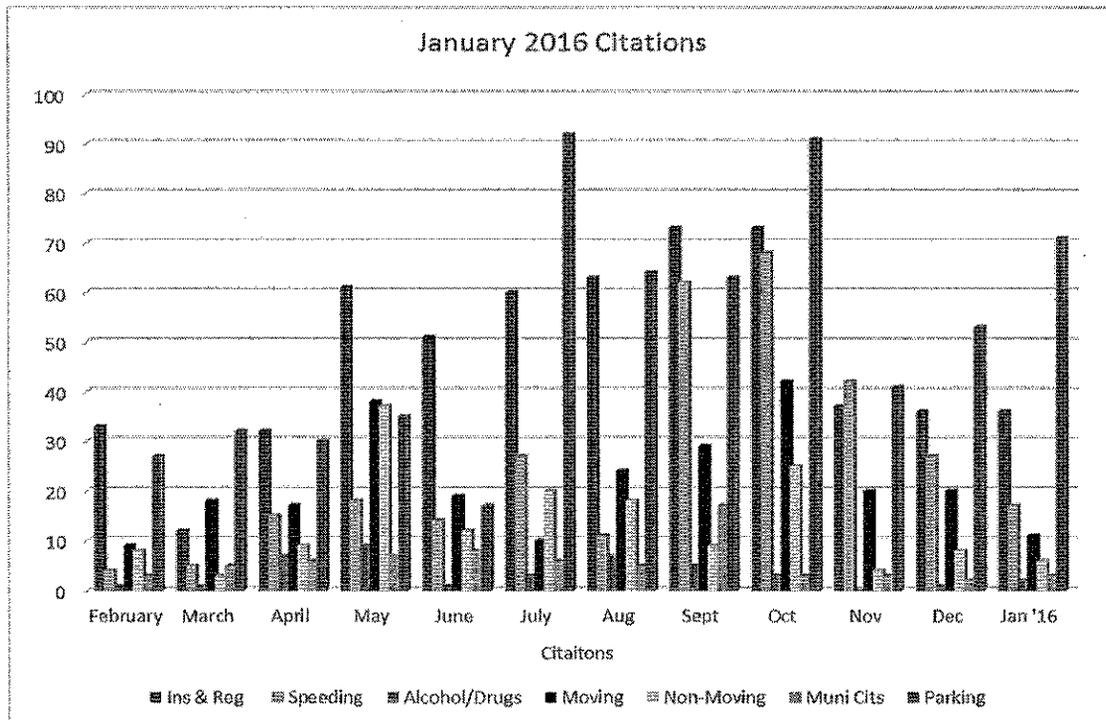
- The Police Department started a hiring process with the goal of the new officer starting shortly after March 1.
- We responded to 5 fraud type cases and 3 fights at area establishments. We also took 3 individuals into protective custody, putting the CIT training into good uses.
- Total traffic & municipal citations issued in 2015 were 1516 and the total number of parking citation issued in 2015 was 592.
- Overtime was down substantially at 74 hours which included 3 pay periods.
- Officers had a total of 987 citizen contacts throughout the month. This equals 31.84 contacts per day or just over 10.5 contacts per shift.





Citations

Insurance, Registration Citations	36
Speeding Citations	17
Alcohol/Drugs Citations	2
Moving Citations	11
Non-Moving Citations	6
Municipal Citations	3
Parking Citations	71
Total Citations Issued:	146



Municipal Court

Docket: January 7, 2016 Total: 189 adult cases /0 juvenile Appearances: 41 Persons

- 39 Adjournment
- 157 Initial appearance
- 94 Indecency hearing
- 0 Motions
- 6 Pre-Trial
- 7 Sentencing hearing
- 0 Trial

Citation List for 1-7-15 court date:

- Total due \$10,190
- Total paid \$2,846
- Balance due \$7,345

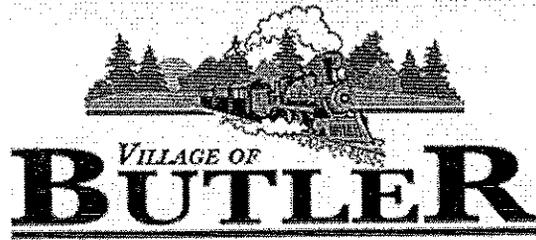
Monthly financial total \$12,097

AMOUNT RETAINED BY MUNICIPALITY: \$8,083

- Above includes \$0 received through the WI State Income Tax Refund Intercept program (TRIP).

Parking ticket payments received in January: \$1,470

To: President Tiarks
 Village Board of Trustees
From: Jim Bremberger, DPW Supervisor
Date: February 23, 2016
Re: January DPW Report



The top January priorities were;

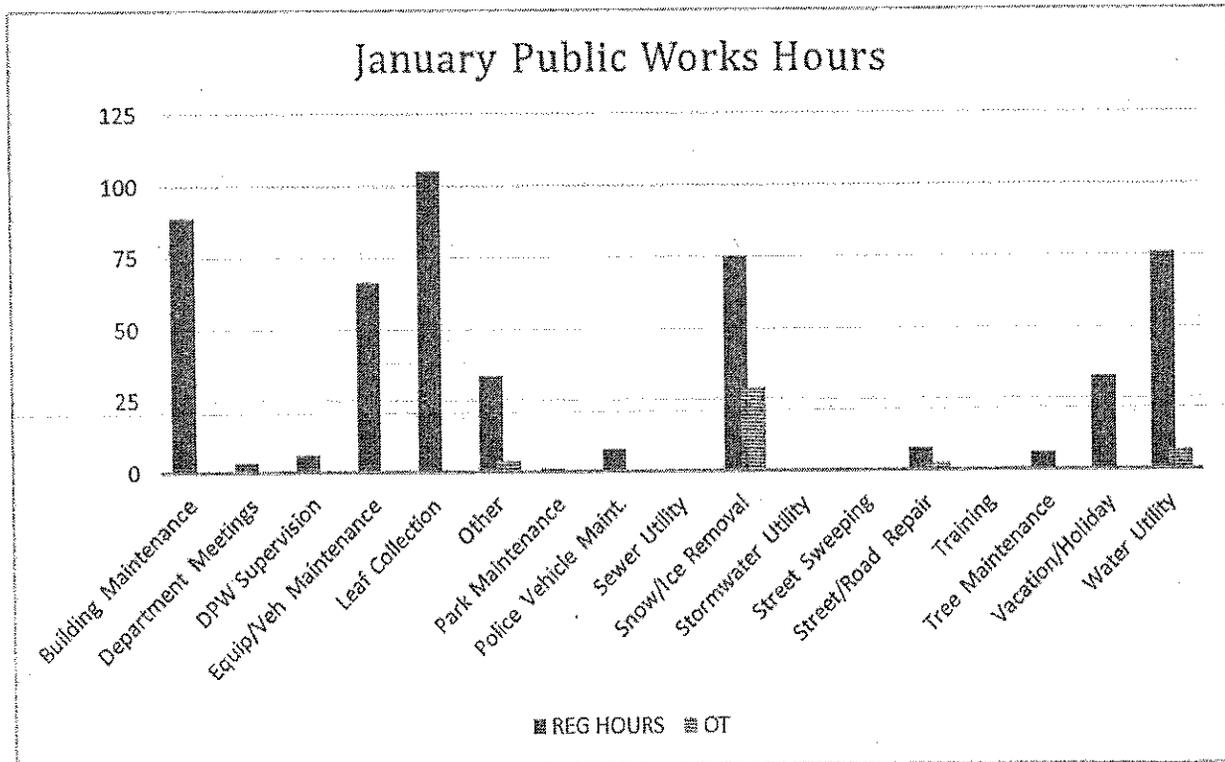
- Snow removal and clearing intersections
- Painting interior public works building
- Replacing lights in DPW office

January Activity

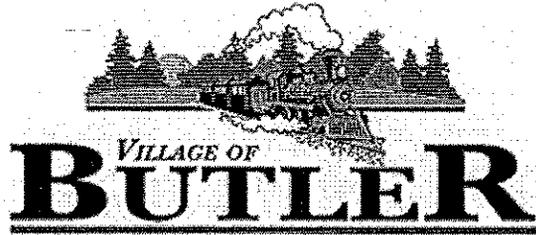
- Removed snow from around fire hydrants, cleared intersections and curb cut snow
- Took delivery of 110 tons of salt. 147 left to be delivered.
- Painted hallway in public works building and installed new lights.

Utility Activity

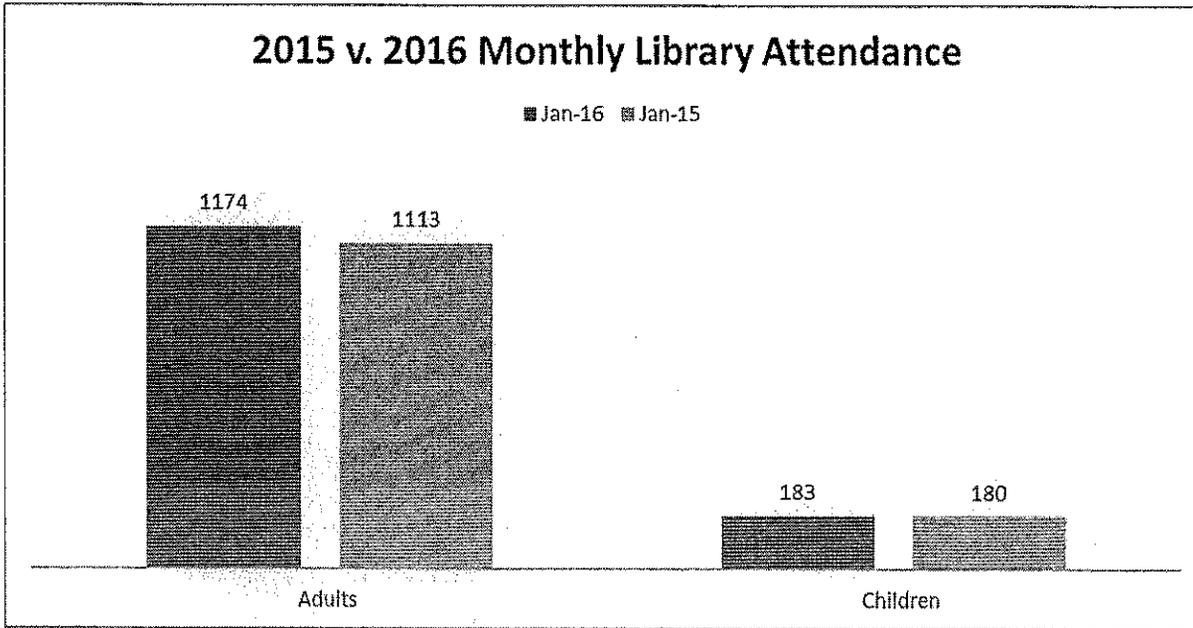
- Completed daily, monthly, and quarterly water samples
- Repaired leaking curb stop
- Repaired water main break on 127th and Peck, cut out 5 foot section of deteriorated main and replaced with PVC.



To: President Tiarks
 Village Board of Trustees
From: Gail Duernberger, Library Director
Date: February 23, 2016
Re: January Library Report

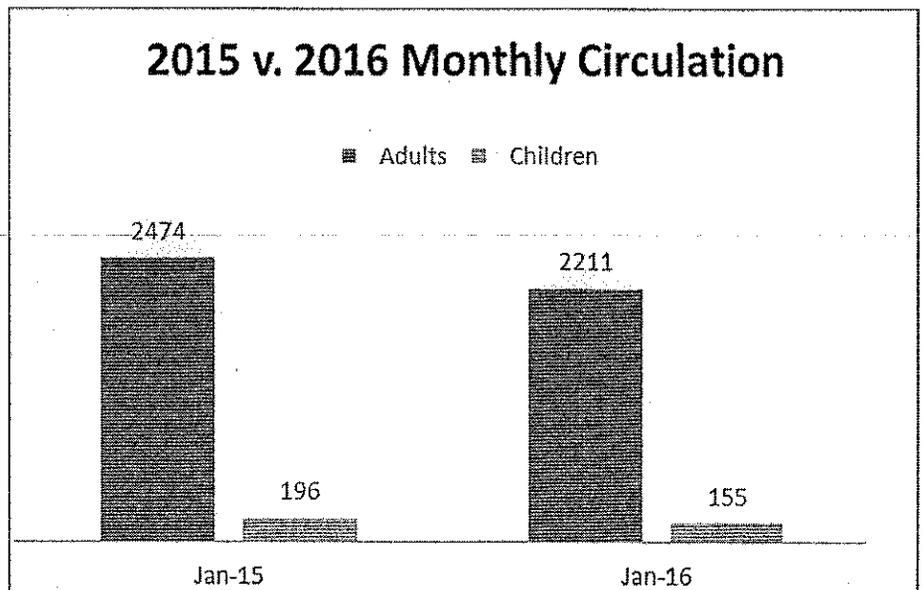


2015 v. 2016 Monthly Library Attendance



- 346 Reference questions were asked of Library Staff in January.
- 490 uses of Library computers, down from 503 in December.
- The Library Conference Room was for the following programs.
 - President Washington Program
 - Historical Fiction Program
 - Book Club
 - Knitting Club
- 9 new Library cards were issued
- January events included;
 - President George Washington
 - Historical Fiction Reading Club

2015 v. 2016 Monthly Circulation



PUBLIC NOTICE

Meeting - Building Board
Tuesday, March 1, 2016
6:35 PM – Village Hall Board Room

PLEASE TAKE NOTICE that a Regular Meeting of the Butler Building Board will be held on the 1st day of March, 2016, at 6:35 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 - February 2, 2016
- IV. New Business:
 1. Building Permit:
 - a. 4712 N. 125 Street – Sign
 - b. 4712 N. 125 Street - Storage lot with fence, awnings and overhead door
- V. Adjournment

Dated: February 25, 2016

William Benjamin
Chairman
Building Board

BY: 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.

Minutes not formally approved until the next Building Board Meeting on March 1, 2016

The meeting was called to order at 6:43 PM.

ROLL CALL

Present: Kasdorf, Village President Tiarks, Hesselgrave

Excused: Benjamin

Absent: Klibowitz

Also present: Village Administrator Chadwick, Trustees Thew, Van Gompel, and Szpiszar

PERSONS DESIRING TO BE HEARD - None

CONSIDERATION OF MINUTES

Motion by Kasdorf; second by Tiarks to approve January 19, 2016 Building Board minutes.
Motion carried 3-0.

NEW BUSINESS:

Occupancy Permit:

Motion by Kasdorf; second by Tiarks to approve occupancy permit for Badgerland Striders, Inc. at 12650 W. Arden Pl. Motion carried 3-0.

Building Permits:

Motion by Kasdorf; second by Tiarks to approve building permit for a sign at 4547 N. 128 Street. Motion carried 3-0.

Motion by Kasdorf; second by Tiarks to approve building permit for a sign at 12726 W. Arden Pl. Motion carried 3-0.

ADJOURNMENT

Motion by Tiarks to adjourn; second by Kasdorf. Motion carried 3-0. The meeting was adjourned at 6:51 PM.

William Benjamin
Chairman
Building Board

Kayla Chadwick
Village Administrator/Clerk

PUBLIC NOTICE

Meeting - Finance Committee
Tuesday, March 1, 2019
6:50 PM – Village Hall Board Room

PLEASE TAKE NOTICE that a regular meeting of the Butler Finance Committee will be held on the 1st day of March, 2016 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 – February 2, 2016
- IV. Old Business:
- V. New Business:
 1. Review and Approve Current Invoices.
 2. Review and Approve January Statement of Revenues and Expenditures.
- VI. Adjournment

Dated: February 25, 2016

Michael Thew
Chairman
Finance Committee

BY: Kayla Chadwick
Administrator/Clerk

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