

PUBLIC NOTICE

AGENDA FOR REGULAR VILLAGE BOARD MEETING #1946

Tuesday, September 6, 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 6th day of September, 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) August 16, 2016 Regular Meeting Minutes
- 2) Current Invoices
- 3) July Statement of Revenues and Expenditures
- 4) Bartender's Licenses – Michelle R. Kuntz – Cardinal Club
Samantha M. Liban – Bottoms Up Tavern
- 5) Resolution 16-07, a Resolution to Authorize a Representative to file the Urban Forestry and Urban Forestry Catastrophic Storm Grant Application.
- 6) Resolution 16-08, a Resolution Establishing Eligibility for Exemption from the County Library Levy.

V. Communications

VI. Committee Reports

- 1) Building Board
- 2) Finance Committee
- 3) Library Board

VII. Report of the Administrator

VIII. New Business

~~A) Discussion and Possible Action Resolution 16-06, a Resolution Honoring and Expressing Appreciation to Jodi Kessel Szpiszar for her Years of Service to the Village of Butler.~~

- B) Discussion and Possible Action on a Request from Bottoms Up Tavern, 12504 W. Hampton Ave., to amend their liquor license to provide an outdoor bar in their parking lot on September 11, 2016.
- C) Discussion and Possible Action on Trick-or-Treat Hours for 2016.

IX. Adjournment

Dated: September 1, 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: September 1, 2016
Re: September 6th Supplemental Agenda



VILLAGE OF
BUTLER
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VIII. New Business

- (A) Discussion and Possible Action on Resolution 16-6, a Resolution Honoring and Expressing Appreciation to Jodi Kessel Szpizar

Staff recommends approval

- (B) Discussion and Possible Action on a Request from Bottoms Up Tavern, 12504 W. Hampton Ave., to amend their liquor license to provide an outdoor bar in their parking lot on September 11, 2016.

This is the same request that the Board approved last year for a one day extension of Bottom's Up's premise to include their parking lot.

Staff recommends approval

- (C) Discussion and Possible Action on Trick-or-Treat Hours for 2016.

Here is a list of the dates and times that Butler has held trick or treat in the past.

- Saturday, October 31, 2015 2 – 4 pm
- Sunday, October 26, 2014 1 – 3 pm
- Sunday, October 27, 2013 4 – 7 pm

Thus far, the published times for area communities is:

- Brookfield: Monday, October 31, 5 – 7:30 pm
- Delafield: Sunday, October 30, 5 – 8 pm.
- Germantown: Monday, October 31, 5:30 – 8:30 pm
- Heartland: Monday, October 31, 6 – 8: pm
- Lisbon: Saturday, October 29, 5 – 8 pm
- Milwaukee: Not published but usually on Sunday from 1 – 4 pm
- Waukesha: Monday, October 31, 5 – 7 pm
- Wauwatosa: Sunday, October 30, 1 – 4 pm.

There has been interest from a few residents to have activities at Frontier Park for Halloween, but no plans have been solidified as of yet.

Staff has no recommendation

OF THE BUTLER VILLAGE BOARD

Minutes not formally approved until Regular Board Meeting on September 6, 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, Paul Kasdorf, Marc Van Gompel, Michael Thew, Jodi Kessel Szpizar and Jerry Orvis

Also present: Administrator Kayla Chadwick, Police Chief David Wentlandt, and Lieutenant/Detective Shawn Engleman.

Excused: William Benjamin

PERSONS DESIRING TO BE HEARD:

Bill Thompson, 5107 N. 127 Street, indicated he was against a water rate increase.

CONSENT AGENDA:

- 1) July 19, 2016 Regular Meeting Minutes
- 2) Current Invoices
- 3) July Statement of Revenues and Expenditures - Tabled
- 4) Bartender's Licenses – Regular License – Stephanie L. Brown – Cardinal Club
- 5) July Department Reports

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

COMMUNICATIONS: None

COMMITTEE REPORTSFinance Committee

Trustee Thew reported the current invoices were \$444,379.58 and approved. Trustee Thew reported the July Statement of Revenues and Expenditures were tabled until September 6, 2016.

Library Board

Trustee Szpizar reported a Library Board meeting was held on August 15, 2016; reported on August programs, considering collection agency and gave an update on community survey.

REPORT OF THE ADMINISTRATOR – Chief Wentlandt performed Lt. Shawn Engleman's Swearing In Ceremony and Administrator Chadwick gave an update on upcoming general election which will be held on November 8, 2016.

NEW BUSINESS

(A) Presentation of Parking Meter Study.

Aaron Kramer, from the University of Wisconsin – Milwaukee Masters of Public Administration Program, gave a presentation regarding his findings on the Hampton Avenue Parking Meter Study.

(B) Discussion on Parking Meters in the Hampton Downtown Area.

No formal action was taken. The Administrator will report at a future meeting regarding the costs per business if a parking district would be implemented.

- (C) Motion by Szpizar; second by Orvis to approve Committee Appointments starting September 1, 2016. Motion carried unanimously.
- (D) Motion by Van Gompel; second by Kasdorf to approve a Professional Services Engagement Letter with Baker Tilly Virchow Krause, LLP for Auditing Services for the fiscal year ending 12/31/2016. Motion carried unanimously.
- (E) Motion by Kasdorf; second Szpizar to approve a Professional Services Engagement Letter with Baker Tilly Virchow Krause, LLP for a Water Rate Study and Rate Increase Application to the Wisconsin Public Service Commission on behalf of the Butler Water Utility. Motion carried unanimously.
- (F) Motion by Van Gompel; second by Kasdorf to approve Application to Pave or Alter Portions of the Right of Way or to construct Encroachments from Jay Walia, for the installation of driveway approaches off of 125th Street for the fueling station located at 12419 W. Hampton Ave. Motion carried unanimously.

CLOSED SESSION

Consider going into Closed Session pursuant to Wis. Stats. Section 19.85(1) (c) to consider the employment, promotion, compensation or performance evaluation of any public employee.

Items of Discussion:

- a. Village Administrator Performance Evaluation
- b. 2017 Non-Represented Employee Wages

Motion by Szpizar; second by Van Gompel to adjourn into Closed Session. Motion carried unanimously. The Board went into closed session at 8:09 PM.

OPEN SESSION

Motion by Szpizar; second by Orvis to return to Open Session. Motion carried unanimously. The Board returned to Open Session at 9:31 PM.

No action was taken in open session.

ADJOURNMENT

Motion by Szpizar; second by Kasdorf to adjourn. Motion carried unanimously. The meeting was adjourned at 9:32 PM.

Submitted by:
Kayla Chadwick, Village Administrator/Clerk

Approval Date: _____

Correction/Amendment: _____

RESOLUTION 16-07

**RESOLUTION FOR URBAN FORESTRY GRANT AND URBAN FORESTRY
CATASTROPHIC STORM GRANT PROGRAMS**

WHEREAS, the applicant, Village of Butler, is interested in obtaining a cost-share grant from Wisconsin Department of Natural Resources for the purpose of funding urban and community forestry projects or urban forestry catastrophic storm projects specified in s. 23.097(1g) and (1r), Wis. Stats.;

WHEREAS, the applicant attests to the validity and veracity of the statements and representations contained in the grant application; and

WHEREAS, the applicant requests a grant agreement to carry out the project;

NOW, THEREFORE, BE IT RESOLVED, the applicant, Village of Butler, will comply with all local, state, and federal rules, regulations and ordinances relating to this project and the cost-share agreement;

BE IT FURTHER RESOLVED, the applicant will budget a sum sufficient to fully and satisfactorily complete the project and hereby authorizes and empowers Village Administrator/Clerk, its official or employee, to act on its behalf to:

1. Sign and submit the grant application
2. Sign a grant agreement between applicant and the DNR
3. Submit interim and/or final reports to the DNR to satisfy the grant agreement
4. Submit grant reimbursement request to the DNR
5. Sign and submit other required documentation

PASSED and ADOPTED by the Village Board of the Village of Butler, Waukesha County, Wisconsin, this 6th day of SEPTEMBER, 2016.

THE VILLAGE OF BUTLER

By: _____
Patricia Tiarks, President

ATTEST:

Kayla Chadwick, Administrator/Clerk

I hereby certify that the foregoing resolution was duly adopted by Village Board of the Village of Butler at a legal meeting on the 6th day of September, 2016.

Authorized Signature

Title

Date Certified

RESOLUTION 16-08

**RESOLUTION ESTABLISHING ELIGIBILITY FOR
EXEMPTION FROM THE COUNTY LIBRARY LEVY**

WHEREAS, the Village of Butler is a member of the Bridges Library System; and

WHEREAS, the Bridges Library System required a minimum level of expenditures from revenue made available from the Village of Butler sources; and

WHEREAS, the level of expenditures established for the Year 2017 library purposes is \$0.283021 per \$1,000 of Equalized Value;

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of the Village of Butler does hereby authorize the expenditure for library purposes an amount not less than \$0.283021 per \$1,000 of Equalized Value to be made from local revenue sources.

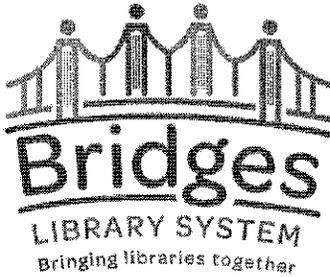
PASSED by the Village Board of the Village of Butler this 6th day of September, 2016.

THE VILLAGE OF BUTLER

By: _____
Patricia Tiarks, President

ATTEST:

Kayla J. Chadwick, Administrator/Clerk



741 N. Grand Ave., #210
Waukesha, WI 53186

P 262.896.8080
W bridgeslibrarysystem.org

To: Chief Elected Officials/Administrators in Communities with Libraries, Member Library Directors
From: Connie Meyer, Bridges Library System Director *Connie G Meyer*
Re: Waukesha County library tax exemption notices
Date: August 2, 2016

Annually Waukesha County sets a special levy for library services. The funds are distributed to libraries to compensate them for items borrowed by non-residents of their communities. State law (ss. 43.64(2) Wisc. Statutes) provides that communities with libraries may avoid double taxation and exempt themselves from this special levy if they meet certain conditions:

- Exempting library communities must levy and expend an amount equal to or greater than the mill rate set by Waukesha County in the preceding year with the exception of joint libraries whose participating municipalities have an alternate option for exempting which is to levy and expend an amount not less than the average of the previous 3 years (ss.43.64 (2)(c)).
- Exempting library communities are required to provide written notification to the county annually.
- The County Code requires that the notification be from the **local governing body** rather than from the clerk alone.
- The Code also requires a deadline date of September 30 so that the County Executive Budget available to supervisors and the general public can properly reflect the county library taxation levels in the Adopted Budget in November.
- For 2017 tax purposes, exempting communities must also have a library that meets or exceeds minimum county standards as certified by the library board. (The libraries have already received their standards certification letters.)

If you would like to exempt your community from the Waukesha County library tax, the form (on page 2), **Notice of Exemption from Waukesha County Library Levy 2016 Tax for 2017 Purposes** must be approved by the Municipality's governing body, signed, and returned to Bridges Library System no later than September 30, 2016. Also include a copy of your adopted municipal ordinance or resolution certifying that your library appropriation meets or exceeds the requirements. Email submission is acceptable as long as the form includes the actual signature.

Thank you for providing library services to our citizens. Strong libraries build strong communities and your commitment to financially support your library is important and valued!

Serving the libraries of Waukesha and Jefferson Counties

OUR MISSION: Improving member libraries through leadership, collaboration, & support

**Notice of Exemption from Waukesha County Library Levy
2016 Tax for 2017 Purposes**

Name of Community:

Name of library:

We recognize that, pursuant to ss 43.64 Wisconsin Statutes, to obtain an exemption from the 2016 county library levy for 2017 purposes, the municipality must certify that during budget year 2017, its library will be provided and be allowed to expend no less than the county library tax rate in the prior year, \$0.283021 per \$1,000 Equalized Value.

In the case of joint library, an alternate exemption option exists pursuant to ss 43.64 (2) (c). Under this language, each participating municipality in the joint library has the option to certify that during its budget year 2017, the library will be provided and allowed to expend no less than the average of the funding levels of the previous 3 years.

We further recognize that, pursuant to state law, listed funding must be only from municipal sources, not the entire library budget. Reported amounts must exclude fines, fees, and other revenues. Capital expenditures are excluded as well.

I am authorized to certify that the governing body of the municipality has enacted an ordinance or resolution pledging that it will appropriate and allow the library to expend no less than a rate of **\$0.283021 per \$1,000 of the actual state Equalized Value amount for the community that is published by the state on or about August 15, 2016** or, in the case of a joint library whose municipality may choose this option, that the participating municipality will appropriate and allow the library to expend no less than the average of the funding levels of the previous 3 years.

The community meets its requirement stated above and is therefore eligible for exemption from the 2017 Waukesha County library levy.

Name and Title of Person filling out this form:

Signature

Date

This form, along with a copy of the municipal resolution/ordinance, must be filed no later than September 30, 2016.

Send to:

Bridges Library System

741 N. Grand Avenue, Suite 210

Waukesha, WI 53186

Or email to cmeyer@bridgeslibrarysystem.org



**VILLAGE OF
BUTLER**
EST. 1913

RESOLUTION 16-06

RESOLUTION HONORING AND EXPRESSING APPRECIATION TO

Jodi Kessel Szpizar

FOR HER YEARS OF SERVICE TO THE VILLAGE OF BUTLER

WHEREAS, Jodi Kessel Szpizar has been a dedicated Trustee for three years, having been appointed to the Village Board in July 2013, and elected in April 2015;

WHEREAS, Jodi served on various committees including the Finance Committee, Public Safety Committee, the Library Board, and as the Village's Representative to the Butler Community Foundation.

WHEREAS, Jodi served as the Chairman of the Village's Public Works Committee from April, 2016 to August, 2016; and

WHEREAS, Jodi has been instrumental in the development of the Road Improvement Program, the Annual Budget document, and improving Library Operations;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Village of Butler hereby honors Jodi Kessel Szpizar and recognizes and expresses appreciation for her years of service to our community, and wishes her the best of luck in her future endeavors.

PASSED AND ADOPTED this 6th day of September, 2016

THE VILLAGE OF BUTLER

Patricia Tiarks, President

William Benjamin, Trustee

Marc Van Gompel, Trustee

Michael Thew, Sr., Trustee

Paul Kasdorf, Trustee

Gerald Orvis, Trustee

ATTEST:

Kayla J. Chadwick,
Administrator/Clerk