PUBLIC NOTICE

AGENDA FOR REGULAR VILLAGE BOARD MEETING #1954
Tuesday, December 20, 2016 at **5:10 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 20th day of December, 2016 at **5:10 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
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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) December 6, 2016 Regular Meeting Minutes
2) Current Invoices
3) November Statement of Revenues and Expenditures
4) Monthly Department Reports

V. Communications

VI. Committee Reports
1) Public Safety Committee
2) Building Board
3) Finance
4) Library Board

VII. Report of the Administrator

VIII. New Business
A) Discussion and Possible Action on 2017 Workers Compensation, General Liability, Automobile, Law Enforcement Liability, Public Officials/Employment Practices, Umbrella, Crime, Property, Contractors Equipment, and Cyber Insurance Programs.

IX. Adjournment

Dated: December 16, 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: December 16, 2016
Re: December 20th Supplemental Agenda

VILLAGE OF BUTLER EST 1913

VIII. New Business

A) Discussion and Possible Action on 2017 Workers Compensation, General Liability, Automobile, Law Enforcement Liability, Public Officials/Employment Practices, Umbrella, Crime, Property, Contractors Equipment, and Cyber Insurance Programs.

All information regarding the Village's 2017 Insurance Programs will be presented at Tuesday's meeting.

Minutes not formally approved until Regular Board Meeting on December 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, Michael Thew, William Benjamin, Marc Van Gompel and Jerry Orvis

Also present: Administrator Kayla Chadwick and Police Chief David Wentlandt

PERSONS DESIRING TO BE HEARD: None

CONSENT AGENDA:

1) November 15, 2016 Regular Meeting Minutes

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

COMMUNICATIONS: None

COMMITTEE REPORTS
Building Board
Trustee Benjamin reported an occupancy permit was approved for Behavior Works (Dog Training) at 5201 N. 125 Street. An occupancy permit was approved for Heating and Cooling Pros, 5129 N. 124 Street.

Park & Recreation Commission
Trustee Thew reported on parade and holiday celebration, elections, softball leagues and horseshoe leagues.

REPORT OF THE ADMINISTRATOR –Administrator Chadwick reported the Christmas Parade went very well and expressed appreciation to Charlene Benjamin who organized the parade, announced Village Board elections and deadlines, Coffee with a Cop is scheduled for Wednesday, 12-7-16 at the Butler Public Library, leaf collection ended and informed the Board about the Recount for General Election.

NEW BUSINESS

A) Public Hearing on Request for a Conditional Use Permit for Michael Shepard, 7127 W. Oklahoma Ave., Milwaukee, WI for buying and selling automobiles at 5073 North 125 Street, pursuant to Title 13, Chapter 1, Article D, Section 13-1-75 SubSection (e) of the Village of Butler Code of Ordinances. The property is Zoned M-1, Industrial District.

   The Public Hearing opened at 7:05 PM.
   There were no comments.
   The Public Hearing closed at 7:05 PM

B) Motion by Thew; second by Benjamin to deny a Conditional Use Permit for Michael Shepard, 7127 W. Oklahoma Ave., Milwaukee, WI for buying and selling automobiles at 5073 North 125 Street, pursuant to Title 13, Chapter 1, Article D, Section 13-1-75 SubSection (e) of the Village of Butler Code of Ordinances. The property is Zoned M-1, Industrial District. Motion carried unanimously.

C) Motion by Thew; second by Orvis to approve a Notice of Claim from John Plese of Sussex, WI regarding damage to his vehicle. Motion carried unanimously. Kasdorf abstained.

ADJOURNMENT

Motion by Thew; second by Orvis to adjourn. Motion carried unanimously. The meeting was adjourned at 7:09 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: October 14, 2016
Re: September Administration/Finance Report

VILLAGE OF BUTLER EST 1913

Administrator

- Attended 6 meetings on behalf of the Village.
- Prepared for 2 Village Board Meetings, and one plan Commission meeting.
- Finalized 2017 Annual Budget.
- Assisted in administering the General Election.
- Attended a session on Community Unrest.

Clerk

- General Election, November 8, 2016. There were 970 voters for a 83% turnout.
- Prepared documents for the Presidential Recount.
- Filed and distributed permits to businesses/residents.
- Prepared and distributed agenda, packets/minutes for all public meetings.

Treasurer

- Completed payroll and accounts payable activities.
- Reconciled bank statements.
- Prepared and reviewed property tax statements.
- Assisted in the 2016 Audit fieldwork.

Building

- Issued 14 Permits
    - 2 Sign
    - 1 HVAC Permit
    - 2 Electrical
    - 4 Plumbing
    - 4 Building
    - 1 Occupancy
- Issued permits resulted in $1,796.64 of revenue.

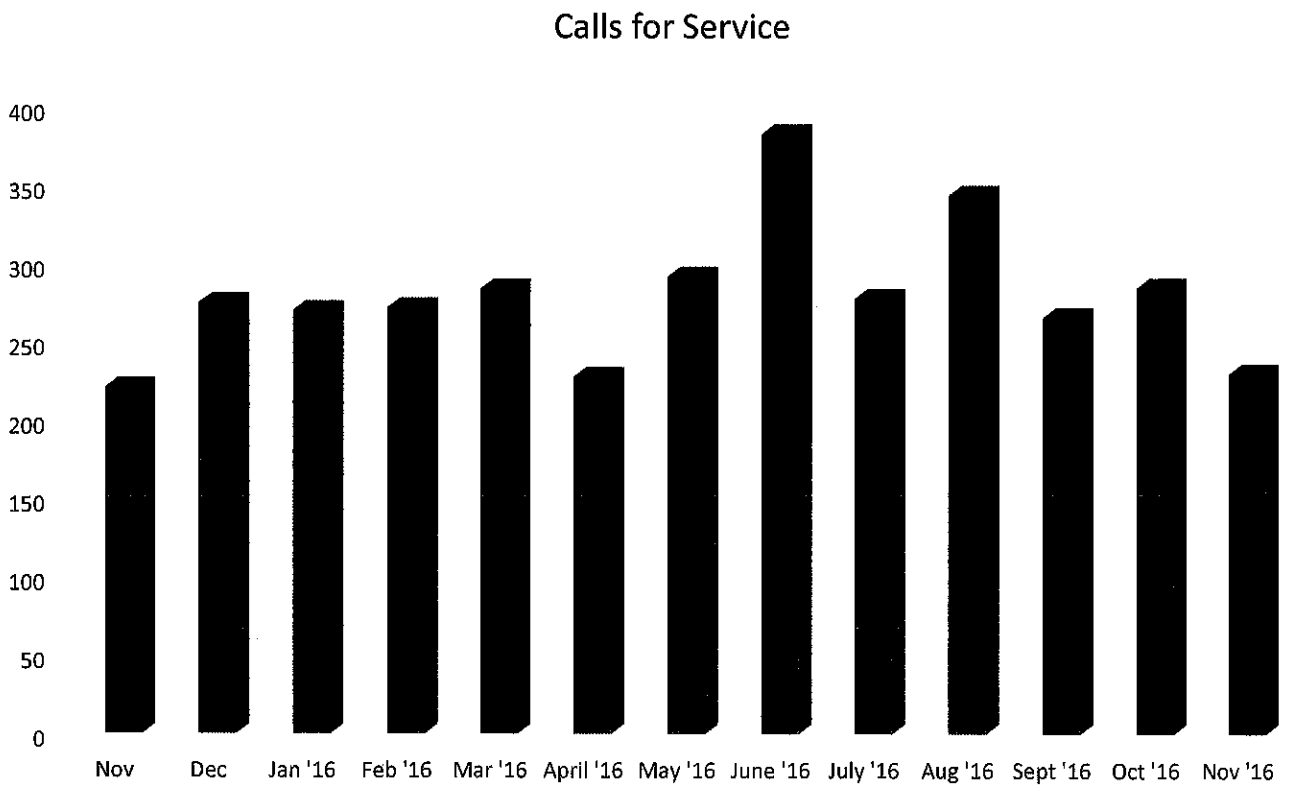
To: President Tiarks
Village Board of Trustees
From: David Wentlandt, Chief of Police
Date: December 12, 2016
Re: November Police Report

Squad Car Usage

	Miles	Gallons	MPG
2013 Marked Taurus	839	81.569	10.28
2015 Marked Explorer	2078	165.979	12.20
Totals	**2917**	**247.548**	**11.78**

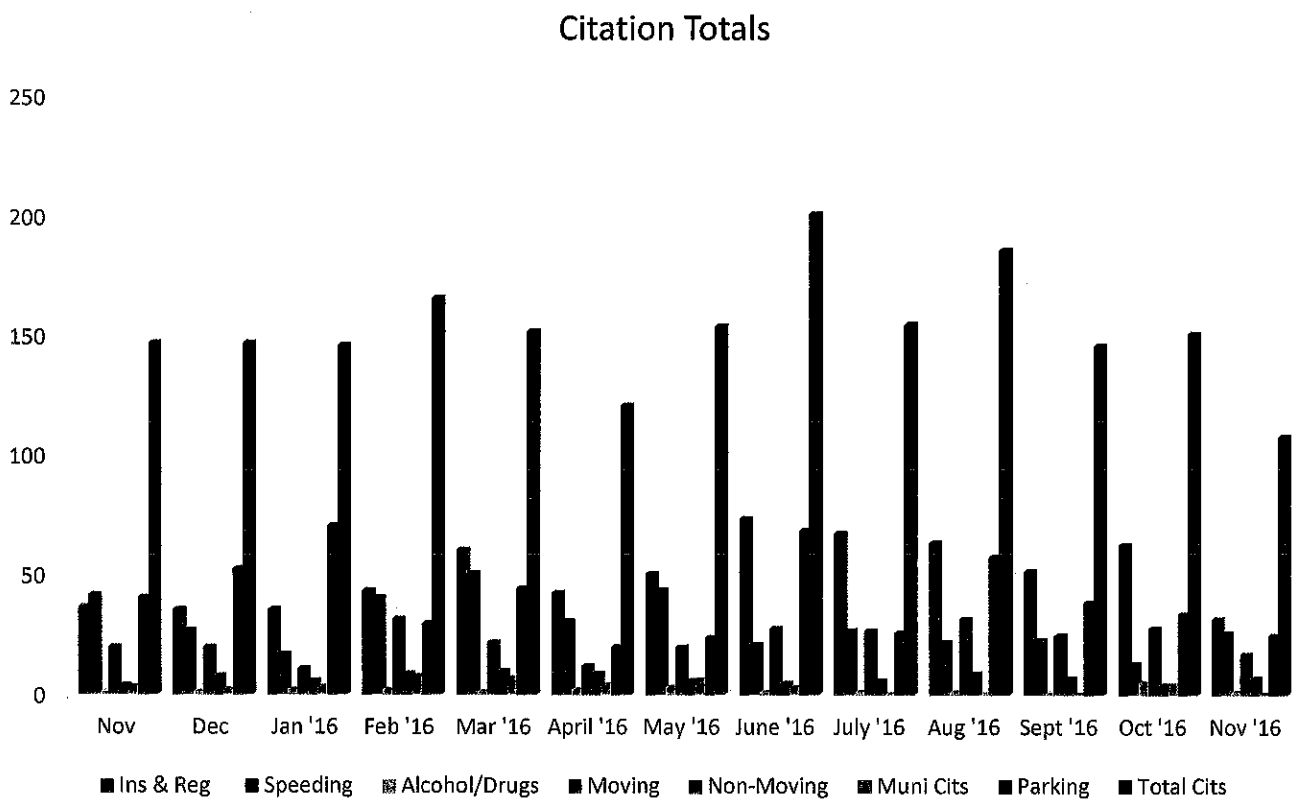
Notes of Interest

- The hiring process began in November and is on track to be completed with a starting date in mid-January, 2017.
- Lt. Engleman continues to work a second shift patrol schedule until a new officer is hired and trained.
- Command staff has once again started to focus on the issuance of updated policies in the later part of the month and 1 General Order was completed and issued.
- Officers had a total of 596 citizen contacts throughout the month. This equals 19.86 contacts per day or just under 6.622 contacts per shift.
- The Village of Butler Police Department had 230 calls for service in November of 2016.
- Call volume and nature of calls were down this month which was very similar to November 2015 activity. Welcome to the winter months.



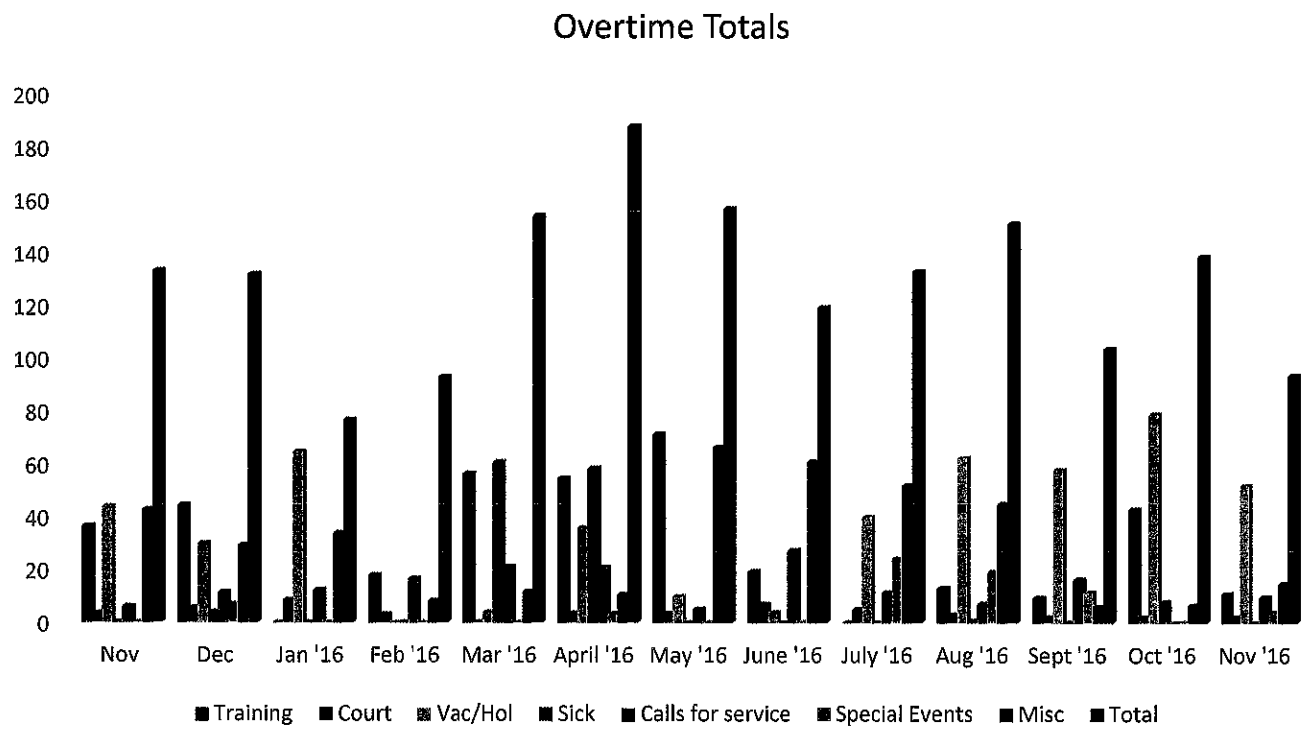
Total Calls for Service

Nov	221
Dec	275
Jan '16	270
Feb '16	272
Mar '16	284
April '16	228
May '16	292
June '16	383
July '16	278
Aug '16	344
Sept '16	266
Oct '16	285
Nov '16	230



November Citation Totals

Insurance, Registration Citations	32
Speeding Citations	26
Alcohol/Drugs Citations	1
Moving Citations	17
Non-Moving Citations	7
Municipal Citations	0
Parking Citations	25
Total Citations Issued:	108



Overtime Breakdown in Hours

	Training	Court	Vac/Hol	Sick	Calls for service	Special Events	Misc	Total
Nov	36.5	3.5	44	0	6.25	0	42.75	133
Dec	44.5	5.5	30	4	11.5	7	29.25	131.75
Jan '16	0	8.5	64.75	0	12.5	0	34	76.75
Feb '16	18	3	0	0	16.75	0	8.25	93
Mar '16	56.5	0	4	60.75	21.25	0	11.75	154.25
April '16	54.75	3.5	36	58.5	21	3.5	10.75	188
May '16	71.5	3.5	10	0	5.25	0	66.5	156.75
June '16	19.5	7	4	0	27.5	0	61	119
July '16	0	5	40	0	11.5	24.25	52	132.75
Aug '16	13.25	3	62.5	0.75	7.25	19.25	45	151
Sept '16	9.5	2	58	0	16.5	11.5	6	103.5
Oct '16	43	2	79	8	0	0	6.5	138.5
Nov '16	11	2	52	0	9.75	4	14.75	93.5

Municipal Court

Docket: November 3, 2016 Total: 171 adult cases /1 juvenile Appearances: 36 Persons

- 25 Adjournment
- 101 Initial appearance
- 39 Indecency hearing
- 2 Motions
- 4 Pre-Trial
- 2 Sentencing hearing
- 0 Trial

Citation List for 11-3-16 court date:

- Total due $15,837
- Total paid $1,723
- Balance due $14,114

Monthly financial total $6,477 **AMOUNT RETAINED BY MUNICIPALITY: $4,574**

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

Parking ticket payments received in November: $900

To: President Tiarks
Village Board of Trustees
From: Jim Bremberger, DPW Supervisor
Date: December 15, 2016
Re: November DPW Report

VILLAGE OF BUTLER EST 1913

The top November priorities were;

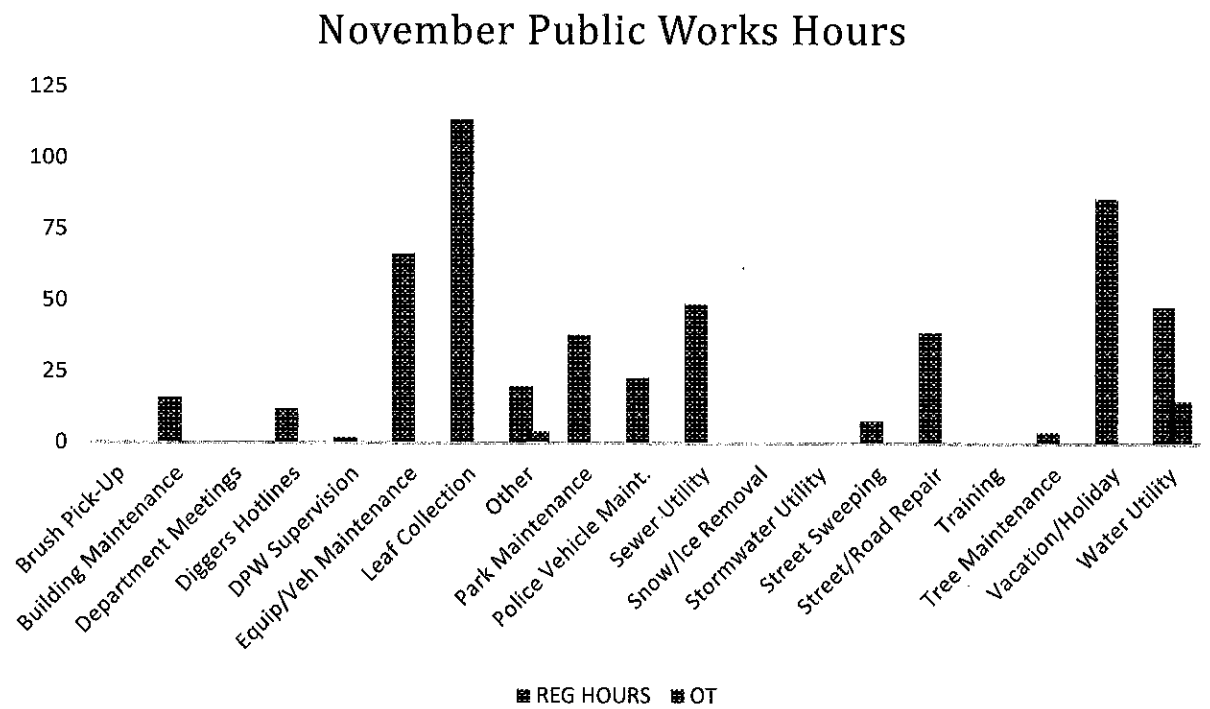
- Leaf collection
- Finish winterizing Frontier Park
- Sewer cleaning
- Tree Trimming

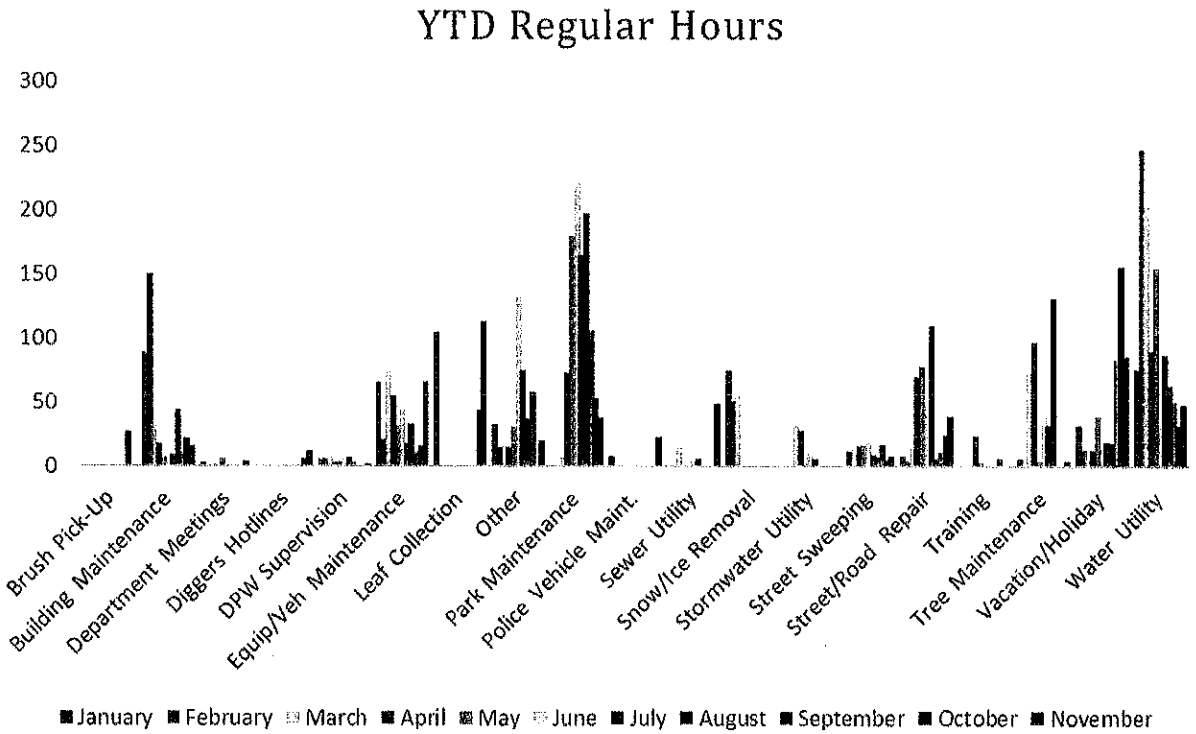
November Activity

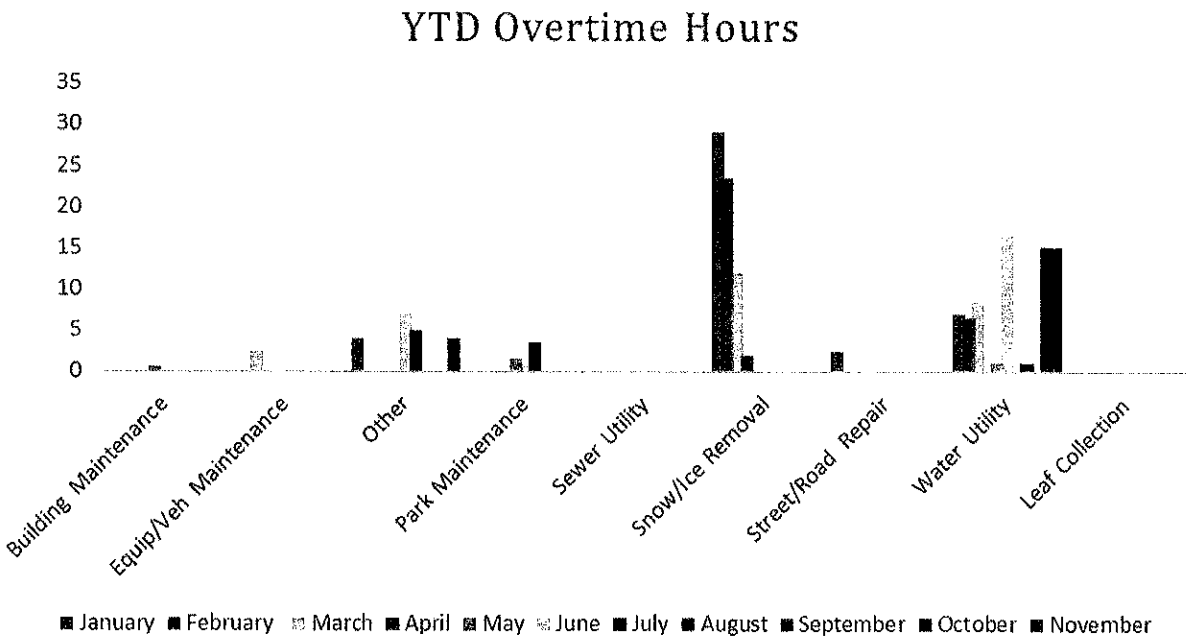
- Remove nets at Frontier Park
- Decorate the Village for Christmas

Utility Activity

- Daily, monthly, and quarterly water samples.
- Repair water main break on the North Frontage Road and Park Drive.

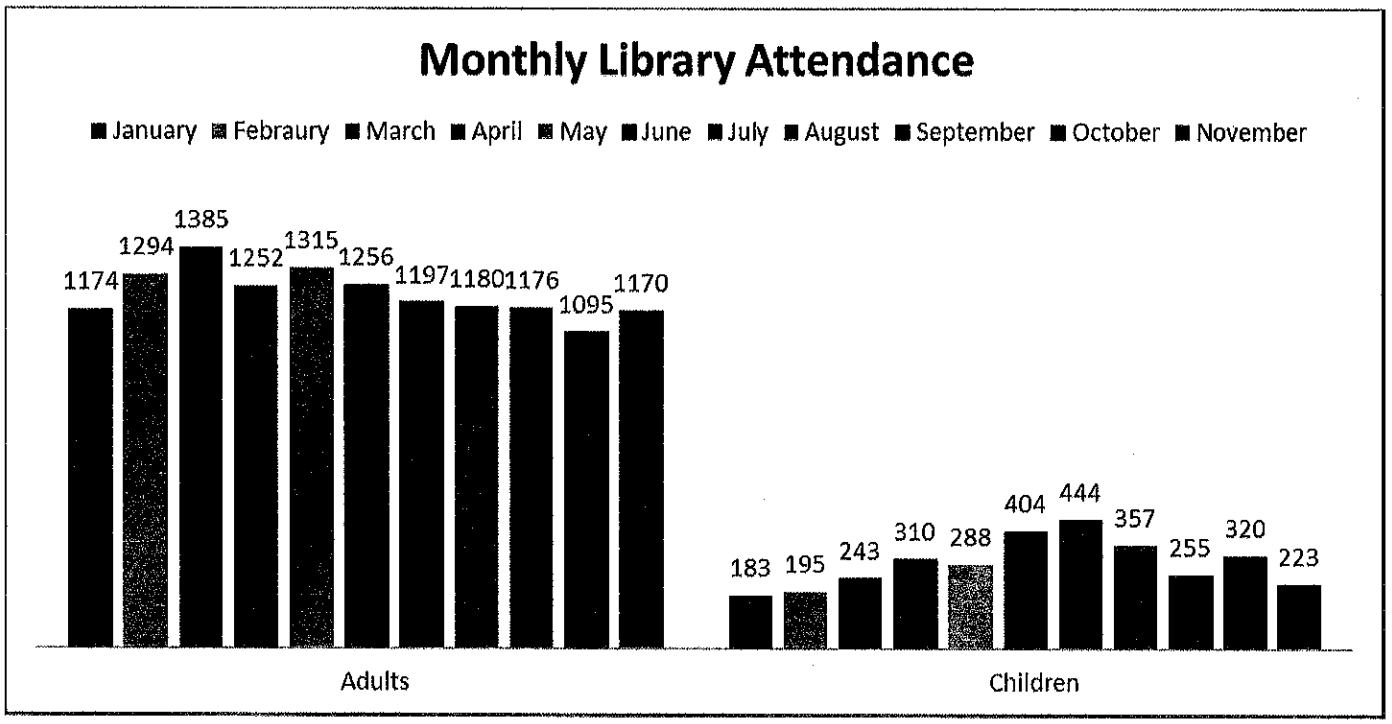



YTD Regular Hours
300
250
200
150
100
50
0
Brush Pick-Up
Building Maintenance
Department Meetings
Diggers Hotlines
DPW Supervision
Equip/Veh Maintenance
Leaf Collection
Other
Park Maintenance
Police Vehicle Maint.
Sewer Utility
Snow/Ice Removal
Stormwater Utility
Street Sweeping
Street/Road Repair
Training
Tree Maintenance
Vacation/Holiday
Water Utility
January February March April May June July August September October November

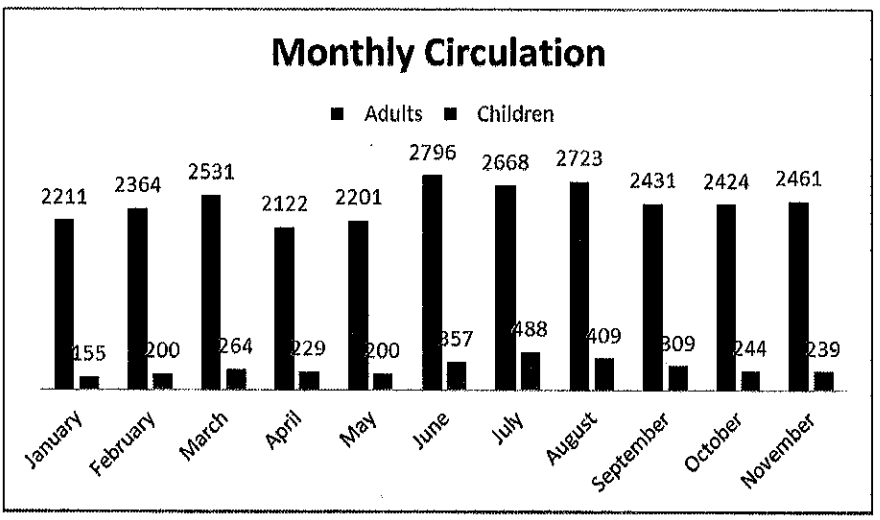

YTD Overtime Hours
35
30
25
20
15
10
5
0
Building Maintenance
Equip/Veh Maintenance
Other
Park Maintenance
Sewer Utility
Snow/Ice Removal
Street/Road Repair
Water Utility
Leaf Collection
January February March April May June July August September October November

To: President Tiarks
Village Board of Trustees
From: Gail Duernberger, Library Director
Date: December 15, 2016
Re: November Library Report

VILLAGE OF BUTLER EST 1913



- 310 Reference questions were asked of Library Staff in November.
- 505 uses of Library computers, down from 516 in October.
- The Library Conference Room was used for the following programs.
  - Author Night
  - Knitting Club
  - Tutoring
  - Book Club
  - Sewing Club



- 11 new Library cards were issued
- November events include;
  - Historical Book Club

PUBLIC NOTICE

Meeting - Building Board
Tuesday, December 20, 2016
4:50 PM – Village Hall Board Room

PLEASE TAKE NOTICE that a Regular Meeting of the Butler Building Board will be held on the 20th day of December, 2016 at 4:50 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 - December 6, 2016

IV. New Business:
   1. Occupancy Permits:
      a. Herman's Automotive, 4551 N. 125 Street

V. Adjournment

Dated: December 15, 2016

William Benjamin
Chairman
Building Board

BY: Kayla Chadwick
Administrator/Clerk

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PUBLIC NOTICE

Meeting - Finance Committee
Tuesday, December 20, 2016
5:00 PM – Village Hall Board Room

PLEASE TAKE NOTICE that a regular meeting of the Butler Finance Committee will be held on the 20th day of December, 2016 at 5:00 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. Roll Call

II. Persons Desiring to be Heard

III. Consideration of Minutes – November 15, 2016

IV. New Business:
1. Review and Approve Current Invoices.

2. Review and Approve November Statement of Revenues and Expenditures

V. Adjournment

Dated: December 15, 2016

Michael Thew
Chairman
Finance Committee

BY: Kayla Chadwick
Administrator/Clerk

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