

PUBLIC NOTICE

AGENDA FOR REGULAR VILLAGE BOARD MEETING #2021

Tuesday, November 5, 2019 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 5th day of November, 2019 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) October 15, 2019 Regular Meeting Minutes and October 29, 2019 Special Village Board Meeting Minutes
  - 2) Bartender License: Devema C. Morrissy W Fuel Stop
- V. Communications
- VI. Committee Reports
  - a. Building Board
  - b. Park & Recreation Commission
- VII. Report of the Administrator
- VIII. New Business
  - A) Discussion and Possible Action on a Preventative Maintenance Contract with Wolter Power Systems for Service on the Generator at the DPW Facility.
  - B) Discussion and Possible Action on Ordinance 19-07; an Ordinance to Amend Section 2-33(a) of the Municipal Code with Regard to Salaries of the Village Board.
- IX. Adjournment

Dated: November 1, 2019

**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.

*Minutes not formally approved until Regular Board Meeting on November 5, 2019*

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

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Village President Patricia Tiarks, Trustees, Thomas Sardina, Jerry Orvis, Mark Holdmann, Paul Kasdorf  
William Benjamin and Michael Thew

Also present: Administrator Kayla Chadwick and Chief David Wentlandt

PERSONS DESIRING TO BE HEARD –

Marge Kozlowski, 1225 Vista View Drive, Brookfield: Elmbrook Senior Taxi, Ms. Kozlowski informed Village Board there have been 770 rides placed into Butler or from Butler; 80% are seniors and 20% disabled adults. The rides are for educational purposes, grocery shopping and medical appointments. The Elmbrook Senior Taxi is increasing fundraising efforts and soliciting foundation donations.

Malia Chow, 12418 Fairmount Ave., Spoke about Business issues regarding parking meters and financial assistance. Also noted that she is against spraying green spaces for weeds.

Charlene Benjamin, 12920 W. Hampton Ave., spoke about the Christmas parade and how they need volunteers.

CONSENT AGENDA:

- 1) October 1, 2019 Regular Meeting
- 2) Current Invoices
- 3) September Statement of Revenue and Expenditures
- 4) September Monthly Department Reports
- 5) Appointment of Mary Jablonski and Mike Bates to the Library Board.
- 6) Bartender License: Bobbie Jo Frederick Temporary License St. Agnes

Motion by Orvis, seconded by Benjamin to adopt the consent agenda. Motion carried unanimously. Benjamin abstained.

COMMUNICATIONS – None

COMMITTEE REPORTS

Building Board

Trustee Sardina reported the following Building permits were approved:

- a. 13001 W. Stark Street, Fence
- b. 4700 N. 132 Street, Fence

Trustee Sardina reported the following Occupancy permits were approved:

- a. Heavenly Customs Hydrographics, 4512 N. 127 St.
- b. IA Auto Solutions LLC, 4512 N. 127 St.

Finance Committee

Trustee Thew reported the current invoices were reviewed and approved. Trustee Thew reported the September Statement of Revenues and Expenditures were approved.

Library Board

Trustee Sardina reported the Library Board met on October 8, 2019 and various items were discussed.

REPORT OF THE ADMINISTRATOR: Administrator Chadwick reported on the 2020 budget and the road project.

NEW BUSINESS

- A) Motion by Orvis; second by Thew to approve awarding a Façade Improvement Grant to Schultz Enterprises at 12520 W. Hampton Avenue. Motion carried unanimously.
- B) Motion by Thew; second by Sardina to approve awarding a Façade Improvement Grant to Greg Wojczak at 12610 W. Hampton Avenue. Motion carried unanimously.
- C) Motion by Thew; second by Sardina to approve offering Supplemental Dental Benefits through Delta Dental of Wisconsin. Motion carried unanimously.

D) Motion by Benjamin; second by Kasdorf to approve Awarding a Contract to Green Bay Pipe & TV, LLC for Cleaning and Televising the Sanitary and Storm sewer on 127<sup>th</sup> Street in preparation of the 2020 Road Project. Motion carried unanimously.

ADJOURNMENT

Motion by Sardina; second by Orvis to adjourn. Motion carried unanimously. The meeting was adjourned at 7:27 PM.

Submitted by:  
Kayla Chadwick, Village Administrator/Clerk

Approval Date: \_\_\_\_\_ Correction/Amendment

Minutes:MINUTES 2019-10-15-19

*Minutes not formally approved until Regular Board Meeting on November 5, 2019*

Village President Patricia Tiarks called the Board Meeting to order at 5:00 PM at the Village Hall Board Room.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Village President Patricia Tiarks, Trustees, Thomas Sardina, Jerry Orvis, Mark Holdmann, Paul Kasdorf  
William Benjamin and Michael Thew

Also present: Administrator Kayla Chadwick, Chief David Wentlandt, Public Works Supervisor Jim Bremberger,  
Court Clerk Robin Mateicka, Library Director Jodi Kessel Szpizar

PERSONS DESIRING TO BE HEARD – None

NEW BUSINESS

- A) Review of the 2020 Recommended Budget.

ADJOURNMENT

Motion by Orvis; second by Kasdorf to adjourn. Motion carried unanimously. The meeting was adjourned at 6:42 PM.

Submitted by:  
Kayla Chadwick, Village Administrator/Clerk

Approval Date: \_\_\_\_\_ Correction/Amendment



**GENERATOR SYSTEM PREVENTIVE MAINTENANCE PROGRAM**

*Solutions of Excellence in Industrial Generators*



10/23/2019

COMPANY NAME TO SIGN AGREEMENT: VLG BUTLER DPW  
ATTN: FIRST, LAST NAME: JIM BREMBERGER  
CUSTOMER STREET ADDRESS: 12975 W SILVER SPRING RD  
CUSTOMER CITY, STATE and ZIP: BUTLER WI 53007  
CUSTOMER PHONE NUMBER and FAX: 414-333-2436

Quoted By: GEORGE SCHILLER  
Phone: 262-790-6230  
Email: george.schiller@wolterps.com

EQUIPMENT INFORMATION: (Please provide site address and contact if different from above)

Model Number: SD0200 Serial #: 3002552815 kW: 200 Voltage: 277/480, 3PH Fuel Type: DIESEL

Site Address: ABOVE

PREVENTATIVE MAINTENANCE RECOMMENDED (Please check desired services)

Price per Service	Services per Year	Total
<input type="checkbox"/> Inspection Only Visit	400.00	1 400.00
<input type="checkbox"/> Annual Full Service w/ Inspection	840.00	1 840.00

\*For inspection only visits, the number depicted is in addition to the inspection that occurs during the annual service. You can request more or less inspection visits and your agreement will be adjusted accordingly. Inspections are generally recommended at a minimum of a semi-annual basis (once at time of annual full service and again 6 months later), enabling a technician to spot potential warranty issues between full service visits; weak batteries, failed block heaters or chargers, etc. For more critical applications, we recommend inspections on a quarterly or monthly basis.

LOAD-BANK TESTING (Pricing Valid at Time of Inspection or Full Service Only)

Price	Tests per Year	Total
<input type="checkbox"/> 2 Hour Load-Bank Testing	620.00	(per test) 1 620.00

Total Annual for Maintenance Agreement (all selected items): \$ TBD

Payment is due after each event. Wolter Power Systems is not liable for losses or any contingent liabilities arising from the operation of this system or the failure of this system to operate. Price does not include applicable tax and/or surcharges. Equipment must be located in the Wolter Power Systems designated Generac territory. Maintenance agreements may not be transferred unless agreed to by both parties.

Scheduling Contact(s): \_\_\_\_\_ (print) Phone: \_\_\_\_\_

Scheduling Contact(s): \_\_\_\_\_ (print) Phone: \_\_\_\_\_

Secondary Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Authorized By (print) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_



## Scope of Work – Preventive Maintenance (PM) Programs

### INSPECTION

#### Engine

##### Lubrication system:

- Check oil level, top off as required
- Inspect for leaks

##### Fuel systems:

- Check level of fuel supply
- Inspect engine fuel lines, pump, and filters for leaks and condition

##### Air system:

- Inspect louvers for obstruction/proper operation
- Inspect air filters

##### Cooling system:

- Check coolant level
- Check and record freeze protection, adjust freeze protection as required
- Inspect fan drive belt(s) for condition and proper tension, adjust as required
- Inspect coolant hoses and pipes, tighten clamps as required
- Check operation of jacket water heater and control thermostats

##### Exhaust system:

- Inspect exhaust pipes, flexes, and turbochargers where accessible

#### Electrical system:

- Inspect starter cables, wire, and connectors for condition and security, tighten as required
- Check and record starting battery float voltage and specific gravity
- Check electrolyte levels and distilled water as required
- Check charger for proper operation, adjust as required
- Load test starting batteries and record voltages
- Inspect electrical control and sensor wire terminations, tighten as required

#### Generator

##### Mechanical:

- Inspect fan guard for condition and security
- Inspect air inlet screen for cleanliness, condition and security
- Inspect and lubricate bearings, as required
- Inspect mechanical connections for tightness

##### Electrical:

- Inspect exciter assembly, stator, and field windings for cleanliness and physical integrity
- Inspect cable and wire termination at generator for condition and security

#### Controls

##### Visual inspection and check:

- Operation of auto start and remote controls
- Operation and accuracy of AC and engine instruments
- System frequency and voltage, adjust if necessary

### FULL SERVICE PM – All items listed above, plus these additional items:

#### Engine

##### Lubrication system:

- Change lube oil and lube oil filters

##### Fuel systems:

- Change fuel filters (if applicable)

##### Air system:

- Service crankcase breathers, as required

#### If Customer Authorizes:

- Test run generator under connected load for approximately 15 minutes to ensure proper operation
- This requires a transfer test and momentary disruption of normal electrical power

### Load-Bank (Optional) - Is not included in Minor or Major PM, but available as an add-on to any program.

2 or 4 hour testing: Recommended on an Annual Basis to load the engine and insure proper operation

- Perform resistive load bank test at 100% of generator nameplate capacity
- Record all performance data in fifteen minute intervals including: oil pressure, water temperature, voltage and frequency
- Identify proper operation of fuel system, cooling system and overall condition of engine/generator set
- Load bank testing performed with no interruption to the normal power supply
- Load bank testing performed at time of regularly scheduled maintenance

-- Documentation of inspection with recommendations for any corrective action deemed necessary will be provided on all PMs --  
-- All PMs are for service during normal business hours 7:30am – 5:00pm Monday through Friday --

Con



Brookfield, WI 53045 • Phone: (262) 790-6230 • (800) 236-1625 • Fax: (262) 790-6229 • [www.wolters.com](http://www.wolters.com)

*Solutions of Excellence in Industrial Generators*

**GENERAC** | INDUSTRIAL  
POWER

## **Scope of Work – Automatic Transfer Switch (ATS) System Preventive Maintenance Program**

**ATS PM** - *Included in Preventative Maintenance Programs for ATS model and serial number(s) listed on contract*

### **Generac Warranty PM**

#### **Visual Inspection:**

- Components
- Connections
- Equipment cabinets
- Indicator lamps
- All insulating parts for cracks, or discoloration due to excessive heat
- All main current arcing contacts for pitting and discoloration due to excessive heat
- All main power cable connections
- All control power wiring connections
- All power control sensing devices, calibrate if needed
- All time delay devices, adjust if required

#### **Measure, check and record:**

- Voltage and current measurements

#### **If customer authorizes**

- Inspect for moisture and signs of wetness
- Manually operate the transfer switch and observe all contacts for proper alignment
- Return all switches and devices to normal conduct a simulated power failure and initiate a connected load transfer test. Observe and record all pertinent voltage, current and time data on both the generator and ATS.

*– Documentation of inspection with recommendations for any corrective action deemed necessary will be provided on all PMs –  
– All PMs are for service during normal business hours 7:30am – 5:00pm Monday through Friday –*

August 11, 2016

**GENERATOR SYSTEM PREVENTIVE MAINTENANCE PROGRAM**



Contact Us: 3125 Intertech Dr, PO Box 430, Brookfield, WI 53045 • Phone: (262) 790-6230 • (800) 236-1625 • Fax: (262) 790-6229 • [www.wolters.com](http://www.wolters.com)

STATE OF WISCONSIN  
WAUKESHA COUNTY  
VILLAGE OF BUTLER

ORDINANCE 19-07

**Ordinance Amending Section 2-33(a) of the Municipal Code with regard to Salaries for the Village Board**

**WHEREAS**, the Village Board of the Village of Butler, Waukesha County ordains that the following sections of the Municipal Code are hereby repealed, recreated, or amended to read;

Section One: Sec. 2-33      **Salaries**

(a) Generally. The village president and other trustees who make up the village board, whether operating under general or special law, may, by majority vote of all the members of the village board, determine that a salary be paid the president, trustees, and other village officials. Salaries heretofore established shall so remain until changed by ordinance and shall not be increased or diminished during their terms of office. Effective the first election for each position after November 5, 2019 the rate of pay for a Village Trustee shall be \$2,300 annually and the rate of pay for the Village President shall be \$3,400 annually.

Section Two: Severability: In the event that any provision of this Ordinance is for any reason held to be invalid, unconstitutional, or unenforceable by any court of competent jurisdiction, such portions of this Ordinance shall be deemed separate, distinct and independent provisions of the Ordinance and all remaining portions of this Ordinance shall remain in full force and effect.

Section Three: All ordinances or parts of ordinances conflicting with the provisions of this ordinance are hereby to such extent repealed.

Section Four: This ordinance shall take effect and be in force after its passage and posting pursuant to law.

**PASSED** and **ADOPTED** by the Village Board of the Village of Butler, Waukesha County, Wisconsin, this the 5<sup>th</sup> day of November, 2019.

VILLAGE OF BUTLER

By: \_\_\_\_\_  
Patricia Tiarks, President

ATTEST:

\_\_\_\_\_  
Kayla Chadwick, Village Administrator/Clerk