

PUBLIC NOTICE

AGENDA FOR REGULAR VILLAGE BOARD MEETING #2033

Tuesday, May 5, 2020 at 5:00 PM

Zoom Virtual Meeting – Login Info:

Join Zoom Meeting

<https://us02web.zoom.us/j/82419485369>

Meeting ID: 824 1948 5369

DIAL IN NUMBER

1-312-626-6799

*****IF YOU ARE A MEMBER OF THE INTERESTED PUBLIC AND DO NOT HAVE THE MEANS TO PARTICIPATE IN THE MEETING VIRTUALLY, PLEASE MAKE ARRANGEMENTS TO ATTEND IN-PERSON BY CONTACTING THE VILLAGE ADMINISTRATOR/CLERK AT 262-783-2525 AT LEAST 24 HOURS IN ADVANCE OF THE MEETING.**

PLEASE TAKE NOTICE that a Regular Meeting of the Butler Village Board will be held on the 5th day of May, 2020 at 5:00 PM via a virtual meeting, 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) March 17, 2020 and April 8, 2020 Regular Village Board Meeting Minutes
- 2) 2020-2021 Boards, Committees, and Commissions Appointments
- 3) Appointment of Paul Kasdorf as President Pro Tem.
- 4) Reappoint Teri Stegemeyer and Georgeane Szczygielski to the Library Board
- 5) Appoint Jerry Orvis to the Park & Recreation Committee
- 6) Appoint Sarah Johnson to the Park & Recreation Committee
- 7) Bartenders Licenses

V. Communications

VI. Committee Action – Building Board

- i. Discussion and Possible Action on an Occupancy Permit for ASAP Auto Service at 4508 N 127th Street.

VII. Report of the Administrator

VIII. New Business

- A) Discussion and Possible Action on Ordinance 20-01, An Ordinance Creating Section 2-298 of the Municipal Code with regarding the Fees of Village Professionals Charged Back.
- B) Discussion and Possible Action on a Request from Trustee Haynes Coe to transfer her 2020 Trustee Salary to the Park and Recreation Fund.
- C) Discussion and Possible Action on Resolution 20-07, a Resolution Honoring and Expressing Appreciation to Gerald “Jerry” Orvis for His Years of Service to the Village of Butler.

IX. Adjournment Dated: April 30, 2020

VILLAGE OF BUTLER

Patricia Tiarks, President

Kayla Thorpe, 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 OF THE BUTLER VILLAGE BOARD REGULAR MEETING #2030 March 17, 2020

Minutes not formally approved until Regular Board Meeting on May 5, 2020

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 and Michael Thew
Excused: William Benjamin
Also present: Administrator Kayla Thorpe, Chief David Wentlandt

PERSONS DESIRING TO BE HEARD

Michael Thew, 4903 N. 126 Street, spoke about health issues and complained about 127th and Colfax garbage bags.

CONSENT AGENDA:

- 1) February 19, 2020 Regular Village Board Meeting Minutes
- 2) Current Invoices
- 3) February Statement of Revenues and Expenditures
- 4) January and February Monthly Department Reports
- 5) Bartender License - None
- 6) Resolution 20-04 to Reschedule the April 7 Regular Village Board Meeting to April 8 Due to the Spring Election.

Motion by Sardina, seconded by Kasdorf to adopt the consent agenda. Motion carried unanimously. Thew Abstained.

COMMUNICATIONS – COVID-19 discussion and Village changes/cleaning.

COMMITTEE REPORTS

Public Safety Committee

Trustee Benjamin reported on the Police and Fire Department reports.

Building Board

Trustee Sardina reported the following Building Permit was approved:

- a. Sign for All Paws In Dog Training. 5202 N. 126 Street

Trustee Sardina reported the following Occupancy Permit was approved.

- a. Packer Fastener, 5129 N. 124 Street

Finance Committee

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

Library Board

Trustee Sardina reported the Library Board met on March 10, 2020 and reported the Library will be closed due to COVID-19.

Park & Recreation Committee

Trustee Orvis reported the Park & Recreation Committee met on February 26,, 2020 and reported Bingo is cancelled for March and April.

REPORT OF THE ADMINISTRATOR: Administrator Thorpe reported on the day to day changes due to Covid-19 and reported on the Spring Election, April 7, 2020.

NEW BUSINESS

- A. Motion by Kasdorf; second by Thew to approve Resolution No. 20-05; a Resolution Awarding the Sale of \$1,470,000 General Obligation Corporate Purpose Bonds, Series 2020A. Motion carried unanimously.
- B. Motion by Thew; second by Orvis to approve Awarding a Construction Contract to Stark Pavement Corporation for the 2020 Road Project. Motion carried unanimously.
- C. Motion by Kasdorf; second by Holdmann to approve allocating an Additional \$52,000 for the Repainting of the Water Tower. Motion carried unanimously.

ADJOURNMENT

Motion by Orvis; second by Sardina to adjourn. Motion carried unanimously. The meeting was adjourned at 7:45 PM.

Submitted by:
Kayla Thorpe, Village Administrator/Clerk

Approval Date: _____ Correction/Amendment

Minutes:MINUTES #2030-03-17-2020

Minutes not formally approved until Regular Board Meeting on May 5, 2020

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

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Village President Patricia Tiarks, Trustees, Jerry Orvis, Mark Holdmann, Paul Kasdorf and William Benjamin, on phone and Thomas Sardina on phone.
Excused: Michael Thew
Also present: Administrator Kayla Chadwick and Chief David Wentlandt

PERSONS DESIRING TO BE HEARD – None

CONSENT AGENDA:

- 1) Change of Agent for Kwik Trip to Matthew Retzloff.
- 2) Bartenders License:
 - a. Matthew Retzloff, Kwik Trip

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

COMMUNICATIONS – None

COMMITTEE REPORTS – None

REPORT OF THE ADMINISTRATOR: Administrator Thorpe gave an update on Election, reported on Police schedule, DPW schedule and Road construction.

NEW BUSINESS

- A. Motion by Benjamin; second by Orvis to approve Resolution 20-06; a Resolution to Ratify the Emergency Proclamation Approved by the Village President Pertaining to the COVID-19 Pandemic and Declaration of Emergency. Motion carried unanimously.
- B. Motion by Holdmann; second by Benjamin to approve an Amendment to the Employee Handbook in regards to the “Families First Coronavirus Response Act” Compliance. Motion carried unanimously.

ADJOURNMENT

Motion by Orvis; second by Sardina to adjourn. Motion carried unanimously. The Zoom Virtual meeting was adjourned at 5:24 PM.

Submitted by:
Kayla Thorpe, Village Administrator/Clerk

Approval Date: _____ Correction/Amendment

2020-2021 Boards, Committees and Commissions Appointments

Effective April 21, 2020



Trustee Benjamin (21)	Trustee Thew (22)	Trustee Haynes Coe (22)	Trustee Kasdorf (22)	Trustee Sardina (21)	Trustee Holdmann (21)
Building Board Public Works Cmte - CHM CDA Plan Commission	Finance Cmte - CHM Public Works Cmte CDA Community Foundation	Finance Park & Rec Commission Zoning BOA - 2nd Alt	Public Safety - CHM Board of Review Building Board	Building Board -CHM Library Board Public Safety	Finance Cmte Public Safety Cmte Public Works Zoning BOA 1 Alt

Plan Commission - 8 Members	
Pat Tiarks, President	Trustee Rep
Reed Kilbowitz	2021
David Snow	2021
Dan Zeck	2023 (3 year term)
Krista Doble	2021
Kevin Endries	2021
John Schauker	2021
William Benjamin, Trustee	Trustee Rep
One resident rep serves a 3 year term All other reps serve 1 year terms	

Board of Review - 3 Members	
Pat Tiarks, President	N/A
Paul Kasdorf, Trustee	N/A
Kayla Thorpe, Admin	N/A

Zoning Board of Appeals - 7 Members	
Pat Tiarks, President	CHM
Mike McKee	2021
Gene Liebl	2022
Mike Zuba	2022
Mike Thew, Trustee	Trustee Rep
Mark Holdmann, 1st ALT	Trustee Rep
Amy Haynes Coe, 2nd ALT	Trustee Rep
Representatives serve 3 year terms	

Community Development Authority - 7 members	
Bill Geiger - CHM	2023
Rick Ensslin	2022
Jerry Paasch	2023
Gene Liebl	2022
Joe Zoulek	2023
Bill Benjamin, Trustee	Trustee Rep
Mike Thew, Trustee	Trustee Rep
Representatives serve 4 year terms	

Community Foundation	
Michael Thew, Trustee	Trustee Rep

Library Board - 7 Members	
Charlene Benjamin, President	2022
Mary Jablonski	2021
Roger Benjamin	2022
Michael Bates	2022
Georgeane Szczygielski	2023
Teri Stegemeyer	2023
Tom Sardina, Trustee	Trustee Rep
Representatives serve 3 year terms	

Park and Recreation Commission - 5 Members	
Kevin Endries - CHM	2022
Sarah Johnson	2023
Dani Ernst	2021
Tony Uravich	2021
Brad Meyer	2022
Jerry Orvis	2023
Amy Haynes Coe, Trustee	Trustee Rep
Representatives serve 3 year terms	

Building Board - 4 Members	
Tom Sardina, Trustee CHM	Trustee Rep
Paul Kasdorf, Trustee	Trustee Rep
William Benjamin, Trustee	Trustee Rep
Reed Kilbowitz	2021
Resident rep serve 1 year term	

Finance Committee - 3 Members	
Mike Thew, CHM	Trustee Rep
Mark Holdmann, Trustee	Trustee Rep
Amy Haynes Coe, Trustee	Trustee Rep

Public Safety Committee - 3 Members	
Paul Kasdorf, CHM	Trustee Rep
Mark Holdmann, Trustee	Trustee Rep
Tom Sardina, Trustee	Trustee Rep

Public Works Committee - 3 Members	
William Benjamin, CHM	Trustee Rep
Mark Holdmann, Trustee	Trustee Rep
Michael Thew, Trustee	Trustee Rep

OCCUPANCY PERMIT APPLICATION

VILLAGE OF BUTLER
12621 West Hampton Avenue
Butler, WI 53007
783-2525

OCC

FEE: \$150.00 plus 40% Admin = \$210.00

No. _____

(THE FEE COVERS ONE INITIAL INSPECTION AND ONE FOLLOW-UP INSPECTION PER INSPECTOR; ANYTHING BEYOND THAT WILL REQUIRE AN ADDITIONAL \$25.00 FEE PER INSPECTOR FOR A RE-INSPECTION.)

Name of Business ASAP AUTO SERVICE
Phone _____

Address in Butler 4509 N 127th Butler, WI 53007

Describe Business Operations (Products, process, business form, other locations, etc. Attach additional sheet if necessary):

light AUTO repair work.

Hours of Operation: 10am to 6pm

Number of employees at this location: 1

Has a Knox Box Been Installed yet? ___ Yes X No

___ Applicant is the owner of the property.

X Applicant is a tenant.

Whole / Part of Building (circle one)
(if Part, please provide Floor Plan of Building)

Do you have, or will you have, any of the following Vending Machines operating on the premises:

Soda ___ Yes X No Cigarette/Tobacco ___ Yes X No Games ___ Yes
X No (Pinball/Pool/Etc.)

ATTACH A CERTIFIED SURVEY, PLAT OF SURVEY OR SITE PLAN DRAWN TO SCALE SHOWING NUMBER AND LOCATION OF PARKING, LOCATION OF DUMPSTER, OUTSIDE STORAGE, ETC.

- Garbage cans/dumpster must be screened from public view
- Outside storage of materials must be screened
- Hard Wired Alarm Systems will be required in all buildings 6,000 sq. ft. or greater by June 1, 2004
- High hazard uses in buildings greater than 3,000 sq. ft. need to install Automatic Fire Sprinklers by June 1, 2006 or at the time of extensive renovations. (Check with Fire Department)
- Alterations/Remodeling may require other permits (Building, Plumbing, Electrical, etc. Check with Building Inspector)

The undersigned applies for a permit to occupy the premises described herein for the uses and purposes as set forth and in accordance with all of the provisions of the Ordinances of the Village of Butler.

4-16-2020
Date

Daphne Huston JR
Applicant (Sign)

Email DaphneHustonJR@yahoo.com

Daphne Huston JR
(Print Name)

(Over)

LIST NAME, ADDRESS AND PHONE NUMBER OF PERSONS TO CONTACT IN AN EMERGENCY

Nicketa Huston 6803 Kasota Ct 414-241-5587
Name Address Phone

Tammy Adams 4509 W Fairmount 414-915-5785
Name Address Phone

=====
(FOR OFFICE USE ONLY)

Building Board Approval: (Please Note - Building Board Approval is contingent on completion of all inspections)

_____ Current Zoning: _____

_____ The Proposed Use is Permitted?

_____ Yes _____ No

Floor Plan Received: _____ Date _____ Site Plan Received: _____ Date _____

COMMENTS: _____

ELECTRICAL INSPECTOR Inspection Date(s): _____

Approval Date: _____

PLUMBING INSPECTOR Inspection Date(s): _____

Approval Date: _____

BUILDING INSPECTOR Inspection Date(s): _____

Approval Date: _____

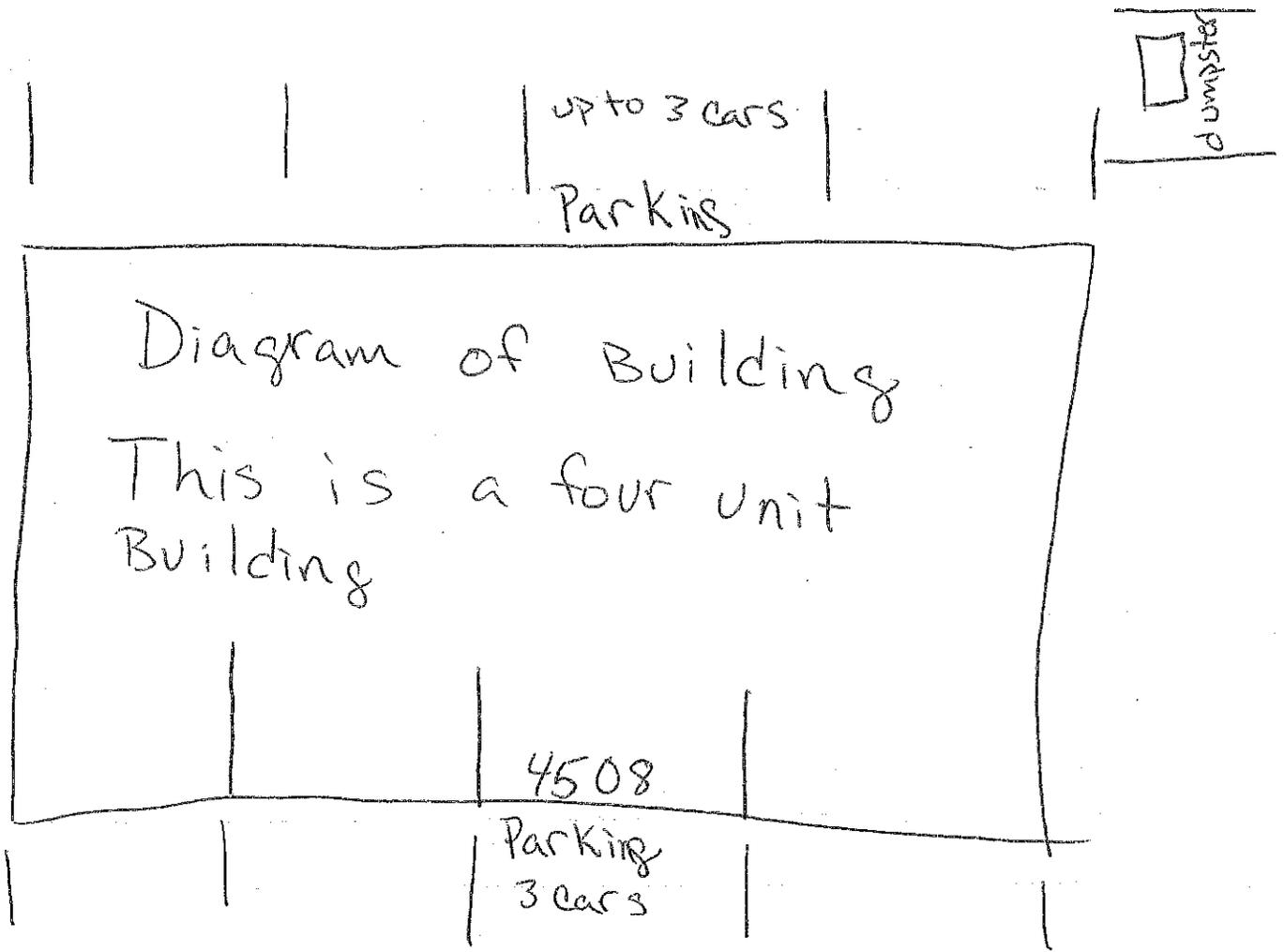
FIRE INSPECTOR Inspection Date(s): _____

Approval Date: _____

=====
Date Copies Made for Fire Department and Building Inspector: _____

Date/Department of Second Request: _____ Date Issued _____

Back parking lot



Front

**STATE OF WISCONSIN
WAUKESHA COUNTY
VILLAGE OF BUTLER**

ORDINANCE 20-01

Create Section 2-298 of the Municipal Code with regard the Fees of Village Professionals Charged Back

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. 2-298 **Fees of Village Professionals Charged Back**

- (1) Whenever the Village Board, Village Clerk or other Village Official has authorized a property owner in the Village of Butler or a property owner's representative to contact the Village Attorney, Village Engineer or any other of the Village's professional staff or the Village Board, Village Administrator/Clerk or other Village Official contacts said Village Attorney, Village Engineer or any of the Village's professional staff regarding a specific person's property or development in the Village of Butler, or a property owner or a property owner's representative contacts the Village Attorney, Village Engineer or any other of the Village's professional staff, if said contact results in a charge to the Village of Butler for that professional's time and services and said service is not a service supplied to the Village of Butler as a whole, then and in that event the Village Clerk shall, pursuant to the provisions of Section 66.60(16), Wis. Stats., charge that service to said property owner for the fees incurred by the Village.
- (2) The Village Administrator/Clerk shall give each property owner billed for current services as provided for herein notice that they shall have a specified period of time not less than thirty (30) days to pay. Said notice shall also state that within 15 days of the date of notice, the property owner may request a hearing before the Village Board regarding the charges against the property. Said notice shall also include an itemized statement of the professional service fees to be charged. Thereafter, if the property owner requests a hearing within the proper time period, the matter shall proceed as described in subsection (3), below. If a hearing is not requested within the required period, if that charge remains unpaid, the Village Administrator/Clerk shall automatically charge that delinquent bill against the current or next tax roll as a delinquent tax against the property as provided by law. In the event the statement rendered to the property owner or the time given for the property owner to pay or following a hearing if the Village Board approves all or part of the charge, it is too late in the current year for the charge, when it becomes delinquent, to be extended on that year's tax roll, then the delinquent charge shall be extended to the following year's tax roll.
- (3) Upon receipt of a timely request for hearing, the Village Board shall hold a hearing regarding the property charges at its next scheduled meeting or as soon as feasible. Such hearing shall be preceded by posted public notice and reasonable notice, via first class mail, to the property owner. In the event a hearing is requested, no charges shall be placed on the tax roll unless and until such hearing has been held and a decision has been rendered by the Village Board to approve the charges against the tax roll in whole or in part. If approved only in part, only that part of the charges that are approved may be charged against the tax roll

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.

PASSED and **ADOPTED** by the Village Board of the Village of Butler, Waukesha County, Wisconsin, this the 5th day of May, 2020.

VILLAGE OF BUTLER

By: _____
Patricia Tiarks, President

ATTEST:

Kayla Thorpe, Village Administrator/Clerk



VILLAGE OF
BUTLER
EST 1913

Resolution 20-07

RESOLUTION HONORING AND EXPRESSING APPRECIATION TO

Gerald "Jerry" Orvis

FOR HIS YEARS OF SERVICE TO THE VILLAGE OF BUTLER

WHEREAS, Jerry Orvis has been a dedicated Public Official, having served as Village Trustee from April 2016 to April 2020;

WHEREAS, Jerry has dutifully served the Community by also serving on the Park and Recreation Committee, The Butler Community Foundation Board, on the Building Board, and as Chairman of the Public Works Committee;

WHEREAS, Jerry has been a passionate advocate for the advancement of Park and Recreation opportunities in the Village;

WHEREAS, Jerry has conducted his duties and responsibilities with the utmost professionalism and respect, while advocating for the community's best interest;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Village of Butler hereby honors Gerald "Jerry" Orvis, and thanks him for his years of dedicated service.

PASSED AND ADOPTED this 5th day of May, 2020

THE VILLAGE OF BUTLER

Patricia Tiarks, President

William Benjamin, Trustee

Amy Haynes Coe, Trustee

Paul Kasdorf, Trustee

Tom Sardina, Trustee

Michael Thew, Sr., Trustee

Mark Holdmann, Trustee

ATTEST:

Kayla J. Thorpe,
Administrator/Clerk