Village President Besson called the meeting to order at 6:45 p.m.

1.0 ROLL CALL – Present: Pres. D. Besson, Trustees: M. Bennett, T. Brinkmeier, J. Chesney, M. Eternicka, K. Meleski and I. Thomson. Staff: Administrator S. Kulik, Village Attorney J. Wesolowski; HCPD Chief E. Cera, HCPD Lt. A. Henner, HCFD Chief P. Jaskulski, HCFD Acting Capt. Hammernik. Audience (0).

2.0 PUBLIC COMMENT – none.

3.0 CONSENT AGENDA

3.1 **Motion** (Thomson, Chesney) to approve minutes of September 23, 2024; motion passes unanimously.

3.2 **Motion** (Thomson, Chesney) to approve of claims paid with the September 2024 Check Register: $369,699.16; motion passes unanimously.

3.3 **Motion** (Thomson, Chesney) to approve claims paid with the September 2024 PCard: $13,984.89; motion passes unanimously.

3.4 **Motion** (Thomson, Chesney) to approve of payrolls for the periods ending 08/30/2024 ($143,124.55), 09/13/2024 ($148,095.16) and 09/27/2024 ($145,261.72); motion passes unanimously.

3.5 **Motion** (Thomson, Chesney) to approve release of Request for Proposals for Planning Service Firm; motion passes unanimously.

4.0 STANDING COMMITTEE REPORTS

4.1 Committee of the Whole – I. Thomson

4.1.1 **Report on 2024 Financing – C. Wirth, Wisconsin Public Finance Professionals reported on proposed financing plan.**

4.1.2 **Motion** (Thomson, Meleski) to approve Resolution 24-32 Approving the 2023 Single Audit; motion passes unanimously.

4.1.3 **Motion** (Thomson, Eternicka) to approve Resolution 247-33 authorizing 2024 Tax Incremental Finance District (TID) No. 4 Budget Amendment; motion passes unanimously.

4.1.4 **Motion** (Thomson, Chesney) to approve Resolution 24-34 to approve a purchasing policy for the Village of Hales Corners; motion passes unanimously.

4.1.5 Motion (Thomson, Chesney) to approve Resolution 24-35 authorizing closure of Capital Projects Reserves for completed projects; motion passes unanimously.

5.0 SPECIAL COMMITTEE REPORTS

5.1 Library Board Meeting – September 26, 2024 – M. Bennett reported.

6.0 VILLAGE OFFICIALS REPORT

6.1 **Public Works Project Manager**

6.1.1 **Resolution authorizing 2024 General Fund and Equipment Replacement Fund Budget Amendment to transfer funds from contingency to allocate funding for pre-wetting deicing equipment and authorizing the purchase from Varitech Industries** - S. Kulik reported on request. **Motion** (Eternicka, Meleski) to approve Resolution 24-36 authorizing 2024 General Fund and Equipment Replacement Fund Budget Amendment to transfer funds from contingency to allocate funding for pre-wetting deicing equipment and authorizing the purchase from Varitech Industries; motion passes unanimously.

6.1.2 **Recommendation for an Electronic Recycling Proposal – S. Kulik reported on the request**. **Motion** (Eternicka, Chesney) to approve proposal subject to technical changes proposed by the Village Attorney and Village Administrator; motion passes unanimously.

6.1.3 **2024 Paving Program Update –** S. Kulik reported from memo in packet. No action taken.

6.2 **Village Administrator**

6.2.1 **Recommendation for a Temporary Class "B"/"Class B" Retailers License: Emmanuel Church – Silent Auction Event – November 2, 2024 –** S. Kulik reported on request. **Motion** (Chesney, Eternicka) to approve; motion passes unanimously.

6.3 **Police Chief**

6.3.1 **Resolution authorizing certain officials to execute a Memorandum of Understanding for personnel sharing Intergovernmental Cooperation Agreement with Milwaukee County Sheriff Department –** Chief Cera reported on the agreement. M. Eternicka inquired if it was reciprocal. E. Cera responded that it is. D. Besson inquired if it affected the Village in budgetary or staffing negatively. E. Cera reported that he would not offer staff that would reduce service to the Village. Financially the impact would be revenues if staff are used by the Sheriff's office and an expense if we used the Sheriff's Office for one of our events, although it was unlikely that we would be calling them but it was a possibility. T. Brinkmeier inquired if there were any negative ramifications to not agreeing to the document. E. Cera commented that there were not. D. Besson inquired about responsibility to on the job injuries when performing work for the Sheriff. E. Cera commented that the work compensation coverage stays with the entity that is the primary employer. T. Brinkmeier inquired if there was a pay differential. E. Cera reported that there is not. I Thomson inquired if there was any indication how often this would be used. E. Cera reported it was hard to quantify but likely the big summer events or something similar to China Lights.

Motion (Chesney, Eternicka) to approve Resolution 24-37 authorizing certain officials to execute a Memorandum of Understanding for personnel sharing Intergovernmental Cooperation Agreement with Milwaukee County Sheriff Department; motion passes unanimously.

Attorney J. Wesolowski was released from attendance at 8:04 p.m. as remainder of agenda was budget discussions.

6.3.2 **2025 Budget Proposal –** E. Cera commented that they had submitted a last minute change due to a mathematical error for Lexipol which added $6,710 towards those services in account 449. S. Kulik indicated she had updated this item in the worksheets but the board should take it under consideration at this junction as it affects the entire budget for this department.

D. Besson commented that he wanted to address an item for Board consideration to develop an internal service fund for Information Technology requests village-wide for items in all department accounts 570 as there is a proposal to add staff to assist in IT matters. The concept would then have the IT Management position proposed report to the Village Administrator and departments would be allocated labor costs relative to projects and requests

they are asked to assist with. Presently the Police Department is allocated all the costs for personnel managing IT work. He commented he had already spoken to the Chief and Administrator on how this could work.
A. Henner reviewed the highlights memo included with the budget submission. He reported on the salaries reflective of the bargaining agreement and a proposal to address pay compression from with the unit to command staff. Overall operating expenses are reduced other than evidence supplies related to body camera expenses that had been grant funded but that source is no longer available and recruitment expenses due to the turnover in personnel.
M. Eternicka inquired if the plan for compression is included in the proposal. A. Henner commented that it is. M. Eternicka inquired how this affects min, mid and max under the current matrix. E. Cera commented that the range would not be affected unless the compression rate of 10% would need it to shift, but that the policy are evaluated annually to make sure that the limit is not reached. They would still be subject to annual evaluations, but the compression would always be in effect to ensure a new employee in the unit is not earning more than a command staff member.
M. Bennett inquired if this is just affecting base pay and how is overtime addressed under the compression plan. S. Kulik commented that the employees under the compression schedule, are not overtime employees, they are exempt. This is not an overtime plus base adjustment. E. Cera commented that overtime makes the pay compression even greater, as the management does not earn overtime, but when a situation arises when command staff is working, the bargaining unit employee is compensated and command is not, which further constricts the compression pay. S. Kulik commented that she prefers option that lines up with the union pay scale, which is option C on the presented plan. She commented that the word "and" should be "or" so that whichever calculation results in the higher rate. T. Brinkmeier asked when the Board gets involved in the scale. S. Kulik commented that annually with the budget. D. Besson commented that the union agreement is when the contract is up. E. Cera commented that option C is built into the proposal before them. M. Bennett asked if this would be built into the pay plan resolution. S. Kulik commented that it would be and that they should consider this proposal across all departments relative to compression. She doesn't believe it affects other departments beside Police & Fire, but it needs to be looked at. She commented it could be different percentages for each department.
Motion (Eternicka, Thomson) to approve option C compression plan as proposed, with an adjustment of language to "or" versus "and" and to adjust Lieutenant rate of pay to a minimum of 10% above bargaining unit sergeant rate, the Captain at 14% above the bargaining unit sergeant rate and the Chief at 20% above bargaining unit sergeant rate.
T. Brinkmeier inquired if this motion would be abandoning the min, mid, max that currently exists. S. Kulik commented that it would not and what it would do is adjust that grade annually which assists with recruitment and retention. S. Kulik commented that the Chief indicated that with the current proposed rates of pay it still falls within the range.
Vote On the motion; motion passes unanimously.

M. Bennett question regarding the detective stipend. A. Henner commented that it is to add a stipend and pay detective pay to the patrol officer pay at a rate of $400 per month and an agreement with the bargaining unit is in the works.

D. Besson commented on narrative that addressed a wellness policy. A. Henner commented that it is to address rewards for physical fitness to get employees back to work sooner should they be injured if they are in better physical condition or not sustain an injury at all and it is to augment the mental health counselling currently provided.

D. Besson commented on risk management, account 400 has an amount for vehicle damage insurance deductible at $1,500 and commented that it belongs in equipment replacement fund. Further, the deductible is $2,500. In account 999, a mobile modems at $2,000 for new squads is included which also belongs in ERF. Lastly, on account 570 computer maintenance, budgeted at $1,600 is projected to end at $7,148. E. Cera commented that the amount indicated for yearend is due to data migration to Microsoft 365 and as the departmental charges are fine tuned to allocate where the costs should be, this year it was just placed in the police funds. This supports why the Village should go with an IT fund to eliminate this cost allocation issue for village-wide server issues.

T. Brinkmeier commented on IT Specialist and asked if it would be moved to the new fund if created. S. Kulik commented that the new position and the incumbent employee would be moved as well. She commented that if the Board concurs with the new fund plan, she will need to develop the fund and transfers while leaving department specific software, hardware would stay with the departments. Under the new fund, this department would report to Administration. D. Besson commented that the current employee becomes a department head and that they would report to Administration under the discussions with the Police Chief about how this would work.

M. Bennett asked if the new employee was a 2025 plan or for 2026. S. Kulik commented it is for 2025 and if they approve the plan presented by the Police Department, then the only real concept is creating the new fund structure into 701 which essentially shifts tax levy between the general 100 fund and the new 701. The salary piece does not change it is just allocated.

Motion (Besson, Eternicka) to approve the math correction of $6,710 for Lexipol, move the $1,500 from 400 as discussed to ERF and move $2,500 as discussed to ERF; motion passes unanimously.

M. Eternicka inquired if a future need for clerical position will be presented next year as it is currently unfunded and vacant. A. Henner commented it would be addressed next year. He commented that we are sustaining using supervisory staff. E. Cera commented that it is time consuming but it does allow for a training tool to catch errors on reporting. A. Henner commented it will reviewed to determine the best use of personnel in these matters.

6.4 **Fire Chief**

6.4.1 **2025 Budget Proposal –** P. Jaskulski addressed the Board regarding the request. He commented he has changes into the personnel line items that address compression as well. What was included was a Captain who was earning less than a firefighter and for the Firefighter/EMT position which has been addressed that reduces what was initially requested but in a minor way.

He reported that he currently has 25 paid on premise part time personnel and a vacant captain's position he hopes to be filled in the next two weeks and one other vacant full time spot. He has an option to fill one of the vacancies from within that will require the employee to be sent to school which is not included in the budget as the situation is fluid and evolving. D. Besson commented on whether it was permissible to include a contract document that requires an employee we send to school to pay us back if they separate and go to another department within a fixed period of time. P. Jaskulski commented he would report back on this item but he doesn't believe anyone is doing this.

P. Jaskulski commented on the inclusion of a part-time Assistant Chief to fill the administrative roles that is consuming time for the Captains.

D. Besson commented on requests for flooring, mattresses, a dishwasher, office furniture and recliner. P. Jaskulski commented that these are request to replace the highly used dishwasher and that the requests only replaces 2 of them. S. Kulik reported on $4,000 in 340, $1,000 in 410 and $3,000 in 550 for these items and if the Board approves it then it should be moved to 999 outlay for tracking.

T. Brinkmeier inquired if training facility options needed to be addressed due to the ongoing MATC issue. P. Jaskulski commented that they are currently addressing it by sending personnel to other campuses.

Motion (Besson, Eternicka) to approve budget as presented but to move $8,000 for the dishwasher, mattresses, and other furniture items to account 999; motion passes unanimously.

7.0 VILLAGE PRESIDENTS REPORT

7.1 **MMSD/ICC Meeting October 14, 2024** – D. Besson reported.

7.2 **Meeting attire reminder** – D. Besson reminded Board to maintain a business casual attire for public meetings.

8.0 ADJOURNMENT – Motion (Chesney, Eternicka) to adjourn at 9:35 p.m.; motion passes unanimously.

Sandra M. Kulik, Administrator/Clerk