COMMITTEE OF THE WHOLE - Minutes
February 3, 2025

Village of Hales Corners, WI
5635 S. New Berlin Road

The meeting was called to order at 6:45 p.m. by Todd Brinkmeier.

1.0 **Roll Call** – Present: Chair T. Brinkmeier. Trustees: M. Bennett, M. Eternicka, K. Meleski, I. Thomson and Pres. D. Besson. Trustee J. Chesney absent. Staff: Public Works Project Manager, S. Houte, Library Director S. Lewin-Lane and Village Administrator S. Kulik. Audience (6).

2.0 **PUBLIC COMMENT** – none.

3.0 **AGENDA ITEMS**

3.1 **Minutes January 6, 2025** – no changes, placed on file.

3.2 **Appointment – Olivia Sterny, July 4th Committee** – D. Besson introduced proposed candidate. Oliva Sterny, 5260 S. Meadow Lark, Hales Corners addressed the Committee. **Motion** (Eternicka, Meleski) to forward to the Village Board for approval; motion passes 6-0-1. **Committee moved to item 3.4.**

3.3 **Library Update** – S. Lewin-Lane addressed the Committee. She reported on the strategic plan and metrics related to the plan.

I. Thomson asked for additional information on plan elements that enhance areas of the Library for gaming. S. Lewin-Lane commented that the target audience is tweens and teens to increase their use of the Library. She further commented that the Friends of the Library had donated funds to purchase a gaming station and games, all of which have an educational element to them.

D. Besson asked for an update on the Library Handbook as he had advised them over six months ago that their handbook, per the League of Wisconsin Municipalities, must be the same as the Village Handbook. The Village Handbook will be going through the bi-annual review and changes to it, as well as to the differences in the current Library Handbook should be addressed. S. Lewin-Lane commented that she had not worked on it as the Board President had her working on the strategic plan. She would advise the Library Board on the urgency.

M. Eternicka commented on the responses received for the survey on their strategic plan as only 156 and that he would have anticipated greater response. S. Lewin-Lane commented that they tried the outreach and had two public sessions but the senior community in the Village does not have technology contacts and there is no local newspaper anymore to reach them.

T. Brinkmeier inquired about how the various matrices would be measure and who would be doing the measurement. S. Lewin-Lane commented they plan will be monitored by staff on a project software component that was viewable by the Library Board and that any program that was not meeting the mark would be evaluated which allows for the Library staff to pivot to different projects based upon interest of the citizens.

Committee moved to item 3.5.

3.4 **Public Works Update** – S. Houte updated the Committee on Public Works Projects. Lauren Skoff, W131 N8030 Country Club Dr., Menomonee Falls addressed the Committee regarding the Hawthorn Garden Club, formerly Hales Corners Garden Club, 100 anniversary and a donation of an aspen tree to the Village. A ceremony would be planned for the morning of April 26, 2025, Earth Day, at the Village Hall. S. Houte requested permission to remove the three remaining trees in the front of the Police Department garage to be replaced in part by this donation as well as other budgeted landscaping funds intended to assist with an easier maintenance plan for the Village Hall grounds.

Motion (Besson, Eternicka) to accept donation, agree to celebration with a notice in our next newsletter and to remove the trees by the Police garage; motion passes 6-0-1.

3.4.1 **Hales Happiness Project Update** – S. Houte reported on recent meetings with the engineer, financial advisor and staff to move forward with the City of Milwaukee on the intergovernmental agreement.

3.4.2 **Library Capital Project Update** – S. Houte reported that this item was to address the roof, windows and siding for the facility. S. Kulik requested that the Village authorize proceeding with this project understanding that it will be funded by notes issued in conjunction with other borrowing in the spring.
Motion (Bennett, Meleski) to forward approval to create and solicit requests for proposals for architectural engineering services for this project; motion passes 6-0-1.

3.4.3 **WE Energies Proposed Easement** – S. Houte reported that the easement has some additional requests from S. Kulik and she is working on the project. Item will be brought back upon completion of items.
Committee moved to item 3.3.

3.5 **Computer Onboarding / Off-boarding Proposed Policy** – S. Kulik reported on the proposal.
Motion (Besson, Thomson) to forward to the Village Board for approval; motion passes 5-0-2 (Eternicka, absent at vote call, returned to meeting after vote).

3.6 **Purchase Order – Blanket PO For Fire Dept. turnout gear** – S. Kulik reported on request.
Motion (Besson, Bennett) to forward to the Village Board for approval; motion passes 6-0-1.

3.7 **Upcoming Public Hearing – Zoning Ordinance – Cigarettes, Tobacco & Vaping** – S. Kulik advised board of upcoming hearing on zoning change. No action required.

4.0 ADJOURNMENT – Motion (Besson, Eternicka) to adjourn at 8:01 p.m.; motion passes 6-0-1.

Submitted,

Sandra M. Kulik, Administrator