

Village of Hales Corners

5635 S. New Berlin Road
Hales Corners, WI 53130
Phone: (414) 529-6161
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www.halescorners.org



James R. Ryan Municipal Building

VILLAGE BOARD - COMMITTEE OF THE WHOLE

June 2, 2025 (Monday) - 6:45 PM

Meeting Notice/Agenda

Notice is hereby given that the Village Board will meet as a Committee of the Whole (COW), at the above date and time, at the James R. Ryan Municipal Building (5635 S. New Berlin Road).

Pursuant to Resolution 20-61, members of the Committee of the Whole may attend this meeting in an electronic platform. The meeting electronic platform link is: <https://meet.goto.com/984742341> or you may dial in at +1 (571) 317-3122 access code: 984-742-341. Requests to access the meeting must be 48 hours in advance of the meeting.

AGENDA

- 1.0 ROLL CALL**
- 2.0 PUBLIC COMMENT** – Comments from the public are limited to three (3) minutes.
- 3.0 AGENDA ITEMS**
 - 3.1 Minutes May 5, 2025
 - 3.2 Renewal 2025 Licenses
 - 3.3 Fire Dept. Paving update
 - 3.4 Safety Action Plan - 108th Street (HWY 100) & Forest Home Ave (STH 24)
 - 3.5 Accounting & Licensing Clerk search update
- 4.0 ADJOURNMENT**



Sandra M. Kulik, Village Administrator
May 29, 2025

NOTE: Issues that require public input or for which citizens are present will receive priority on the agenda. Hearing or speech impaired persons who require special services should notify the Village staff in advance of the meeting.

- | <u>#</u> | <u>ITEM</u> |
|----------|---|
| 3.1 | Minutes – as presented. |
| 3.2 | Renewal 2025 Licenses – see packet info. |
| 3.3 | Fire Dept Parking Lot – S. Houe to report. |
| 3.4 | Safety action plan – S. Houe to report. |
| 3.5 | Accounting & License Clerk search – S. Kulik will report. |

Sandy Kulik (05.29.25)

3.1

The meeting was called to order at 6:47 p.m. by Matt Eternicka.

- 1.0 Roll Call** – Present: Co-Chair M. Eternicka. Trustees: M. Bennett, T. Brinkmeier, S. Riemer, I. Thomson and Pres. D. Besson. Trustee J. Chesney absent. Staff: Village Administrator S. Kulik, Municipal Judge J. Sonntag and Court Judicial Assistant, D. Wojnowski. Audience (1).
- 2.0 PUBLIC COMMENT** – none.
- 3.0 AGENDA ITEMS**
 - 3.1 Minutes April 7, 2025** – no changes, placed on file.
 - 3.2 Appointments** – D. Besson reported on request and introduced Tracy Spottek. T. Spottek, 5627 S. 104th Street, Hales Corners addressed the Committee regarding request to be appointed to the Public Works Commission. **Motion** (Besson, Brinkmeier) to forward to the Village Board for approval; motion passes 6-0-1.
 - 3.3 Municipal Court Update** – Judge J. Sonntag and Court Judicial Assistant D. Wojnowski reported on court operations and challenges facing the department. Judge Sonntag commented on increase in citations issued. D. Besson commented on the budgetary impact of the department. T. Brinkmeier inquired as to how many citations were unpaid and asked what the collections process from the State is. D. Wojnowski commented that approximately 40 – 45% of turned over citations are collected and the remainder require additional collection efforts by the State. Judge Sonntag reported that they are piloting a third court date per month for pre-trial conferences and is intended to be during the day to assist with volume and improve efficiency.
 - 3.4 Audit 2024** – S. Kulik reported that the audit was complete and will be presented at one of the two BOT's in May.
 - 3.5 Library Project Bid Update** – S. Kulik reported on the results of the sealed bids and it is anticipated that the bid will be presented at the next BOT.
 - 3.6 Insurance Renewal - workers compensation, liability and property coverages 2025-2026** – S. Kulik reported on the increase in premiums related to replacement value for Village buildings and increases in workers compensation experience ratios. **Motion** (Besson, Bennett) to forward to the Village Board for approval; motion passes 6-0-1.
- 4.0 ADJOURN** – **Motion** (Riemer, Brinkmeier) to adjourn at 8:07 p.m.; motion passes 6-0-1.

Submitted,

Sandra M. Kulik, Administrator

Memo

To: Village Board
From: Sandy Kulik, Village Administrator
Date: May 29, 2025
Re: Agenda Item : 3.2 Renewal Licenses

Attached is the licenses slated for June 9 – BOT. As some businesses were late for publication, there will be a few more for the June 23rd meeting.

No action needed on this item.

NOTICE IS HEREBY GIVEN that the following persons have made application for 2025-2026 License to Sell Fermented Malt Beverages or Intoxicating Liquors. Applications will be reviewed for approval at the Board of Trustees meeting on June 9, 2025 at the Village Hall at 5635 S. New Berlin Road.

<u>LICENSEE</u>	<u>LICENSEE ADDRESS</u>	<u>BUSINESS NAME</u>	<u>PREMISE LOCATION</u>
<i>“CLASS B” LIQUOR AND CLASS “B” BEER LICENSES</i>			
Bosch Ltd. Richard A. Putlitz, Agent	5871 S. 108 th Street	(The Bosch Tavern)	5871 S. 108 th St.
Diamond Jims Steakhouse, Inc. Susan Young, Agent	11811 W. Janesville Rd.	(Diamond Jim’s Steakhouse)	11811 W. Janesville Rd.
Hale House, LLC Joseph Vagnini, Agent	10539 W. Forest Home Ave.	(The Hale House)	10539 W. Forest Home Ave.
Le Bistro Shanghai, Inc. Chun Shyu, Agent	5191 S. 108 th St.	(Tanpopo Ramen & Sushi)	5191 S. 108 th St.
Omega Acquisition Corp. Lazarus Koutromanos, Agent	5081 S. 108 th St.	(Open Flame Restaurant)	5081 S. 108 th St.
Foodmasti, LLC Shreyansh Devani, Agent	10049 W. Forest Home Ave.	(Sandra’s on the Park)	10049 W. Forest Home Ave.
That’s Amore, Inc. Joseph LoPiparo, Agent	5080 S. 108 th St.	(That’s Amore Restaurant)	5080 S. 108 th St.
KTN Enterprises LLC Kelly Nowak, Agent	12041 B W. Janesville Rd.	(Charmbiance)	12041 B W. Janesville Rd.
Mary Krueger & Brett Ryan Mary Krueger, Agent	9900 W. Forest Home Ave	(Krueger’s Bar)	9900 W. Forest Home Ave.
<i>“CLASS B” LIQUOR AND CLASS “B” BEER RESERVE LICENSES</i>			
Lejen’s Vietnamese Cuisine, LLC Hai Q. Le, Agent	5740 S. 108 th St.	(Pho Ever)	5740 S. 108 th St.
Cash Bar Enterprises Inc. Amy Michalak, Agent	5171 S. 108 th St.	(Double D’s Pub & Eatery)	5171 S. 108 th St.
Dog Leg Right Fade LLC Panagiotis Panagos, Jr., Agent	5321 S. 108 th St.	(Tee Time Social)	5321 S. 108 th St.

CLASS "B" BEER LICENSE

Grandview Management, Inc. Robert J. Zilli, Agent	613 N. Grandview Blvd.	(Zilli Hospitality Group)	9400 Boerner Dr.
That's Amore II Joseph LoPiparo, Agent	5080 S. 108 th St.	(That's Amore II)	5879 S. 92 nd St.

CLASS "A" BEER & "CLASS A" LIQUOR LICENSES

Consumer Outlet Beverage Center, Inc. Michael Lester Praedel, Agent	5313 S. 108 th St.	(Consumer Beverage)	5313 S. 108 th St.
Hales Corners Beer Depot, Inc. Jay Kaun, Agent	10561 W. Forest Home Ave.	(Hales Corners Beer & Liquor)	10561 W. Forest Home Ave.
GPM Southeast, LLC Nathan Eckhardt, Agent	8565 Magellan Parkway Ste 400	(Jetz #4526)	6101 S. 108 th St.
Sendik's Hales Corners, LLC Theodore Balistreri, Agent	7225 W. Marica Rd.	(Sendik's Food Markets)	5101 S. 108 th St.
Skogen's Foodliner, Inc. Gregory Glisch, Agent	3800 Emerald Drive East	(Festival Foods)	5600 S. 108 th St.
Mega Marts, LLC Dawn Gottschalk, Agent	5800 S. 108 th St.	(Pick 'n Save #6366)	5800 S. 108 th St.

CLASS "A" BEER LICENSE

BD Real Estate & Convenience Store LLC Deepak R. Panta, Agent	11931 W. Janesville Rd.	(Janesville BP)	11931 W. Janesville Rd.
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Sandra M. Kulik, Village Clerk

Business Name	Company Name	Business Address	Business City, State, Zip	Business Phone	Agent/Applicant
SECONDHAND DEALER/PAWNBROKER					
Strack's Antiques	Milwaukee Auction House, LLC	5767 S. 108th St.	Hales Corners, WI 53130	414-416-3431	Chad Strack
W.I. Numismatics	W.I. Numismatics/Coins & Quilts	5158 S. 108th St. Suite E & F	Hales Corners, WI 53130	414-423-7925	Robert Griffiths

MASSAGE					
Asian Massage One	Asian Massage One	5122 S. 108th St.	Hales Corners, WI 53130	414-306-2039	Fengqing Sherman
Body Work by Becky	Body Work by Becky Massage Therapy	6160 S 108th St	Hales Corners, WI 53130	414-852-0580	Rebecca A Mainus
Clarified Bodywork LLC	Clarified Bodywork LLC	12065 W. Janesville Rd. #104	Hales Corners, WI 53130	414-395-0681	Claire Ninneman
Essential Wellness, LLC	Essential Wellness, LLC	6160 S 108th St	Hales Corners, WI 53130	414-510-0115	Cynthia Vincent
Jinsei Massage	Jinsei Massage	10555 W. Parnell Ave. Ste 3	Hales Corners, WI 53130	414-412-2466	Kim Bilda
Natural Touch Massage Therapy	Natural Touch Massage Therapy	6160 S 108th St	Hales Corners, WI 53130	414-525-9578	Sherry Radish
Pure Zen Massage @ Spa 21	Pure Zen Massage	5552 S. 108th St	Hales Corners, WI 53130	414-630-2721	Lorena G Garcia
Sue Novy, OTA LMT LE	Sue Novy, OTA LMT LE	11951 W. Janesville Rd. Ste B	Hales Corners, WI 53130	414-526-6519	Susan Novy
Sugar and Salt Spa LLC	Sugar and Salt Spa LLC	10691 W Parnell Ave Ste 5	Hales Corners, WI 53130	414-455-7995	Michelle Gaza
Oriental Accupuncture & Massage	Oriental Accupuncture & Massage	11801 W Janesville Rd	Hales Corners, WI 53130	414-578-0754	Lily Zorn
Ashley Mae Massage Studio	Ashley Mae Massage Studio	11951 W. Janesville Rd. Suite B	Hales Corners, WI 53130	262-470-5919	Ashley Mallas
Stong Holistic Wellness LLC	Stong Holistic Wellness LLC	10555 W Parnell Ave Ste 3	Hales Corners, WI 53130	414-248-9617	Christa Stong
Black Lotus Massage & Wellness	Black Lotus Massage & Wellness	10731 W Forest Home Ave Ste 201	Hales Corners, WI 53130	414-368-0193	Ashley Barrette

Memo

To: Village Board
From: Sandy Kulik, Village Administrator
Date: May 29, 2025
Re: Agenda Item : 3.3 Fire Station Parking Lot

See attached memo and recommendation.



R.A. Smith, Inc.
W62 N588 Washington Avenue, Suite 201
Cedarburg, WI 53012-2074
(262) 781-1000 | rasmith.com

May 29, 2025

Mr. Steve Houte, Director of Public Works
Village of Hales Corners
5635 New Berlin Road
Hales Corners, WI 53130

Re: Letter of Recommendation
Fire Station Parking Lot Improvements

Dear Mr. Houte:

Upon completing the design and the advertising of the projects for contractors to review the plans, bids for the Fire Station Parking Lot Improvements project were received until 9:00 a.m. May 28, 2025.

A total of four (4) bids were received for this project. The bids ranged from \$234,663.60 to \$236,328.00. The two low bids were \$234,663.60, submitted by Wolf Paving and \$236,282.20, submitted by Payne and Dolan, Inc. The two low bids were submitted by contractors who can complete the project and have engaged in similar work. However, as noted in the Instructions to Bidders of the bid documents, the owner reserves the right to evaluate the bid of the contractor based on past performances of previous work completed in the Village. The Village has determined previous work was not satisfactorily completed by Wolf Paving, and therefore the low bid, at a cost that was \$1,664.40 less than the second low bid, should be rejected. The engineer's estimate for the project was \$250,000.

Payne and Dolan, Inc. has completed similar projects, provided a responsive bid and completed past projects within the Village in a satisfactory manner on time and on budget and is qualified to complete the project. Therefore, we recommend Payne and Dolan, Inc. to be the contractor for this project and award the project to Payne and Dolan, Inc., in the amount of \$236,328.00.

Please feel free to call me if you have any questions or comments regarding the above.

Sincerely,
raSmith

Troy T. Hartjes, P.E.
Senior Project Manager

Enclosure

J:\2233000\019 Fire Department Park Lot\Doc\fire station letter of recommendation 5-29-25.docx

Hales Corners Fire Department Parking Lot Improvements (#9683134)

Owner: Village of Hales Corners

raSmith Project Number: 2233000-019

Bid Opening: 05/28/2025 09:00 AM CDT

				Wolf Paving		Payne & Dolan, Inc.		Parking Lot Maintenance		Stark Pavement Corp.	
Item No.	Item Description	UoM	Quantity	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
Base Bid											
1	Pulverize & Relay (Includes Pavement Removal/Grading/Shaping)	SY	3530	\$7.50	\$26,475.00	\$8.40	\$29,652.00	\$10.50	\$37,065.00	\$8.00	\$28,240.00
2	Removing Concrete Pavement	SY	176	\$14.00	\$2,464.00	\$44.00	\$7,744.00	\$15.90	\$2,798.40	\$36.00	\$6,336.00
3	Removing Concrete Sidewalk	SY	50	\$16.00	\$800.00	\$51.00	\$2,550.00	\$22.00	\$1,100.00	\$36.00	\$1,800.00
4	Removing Curb & Gutter	LF	90	\$14.00	\$1,260.00	\$28.50	\$2,565.00	\$10.50	\$945.00	\$18.00	\$1,620.00
5	Full-Depth Sawcut	LF	250	\$4.55	\$1,137.50	\$3.70	\$925.00	\$5.00	\$1,250.00	\$2.00	\$500.00
6	HMA Pavement (3 LT 58-28 S) (2.25")	TON	70	\$87.00	\$6,090.00	\$96.25	\$6,737.50	\$105.00	\$7,350.00	\$106.00	\$7,420.00
7	HMA Pavement (3 MT 58-28 S) (3")	TON	565	\$87.00	\$49,155.00	\$79.80	\$45,087.00	\$98.00	\$55,370.00	\$96.00	\$54,240.00
8	HMA Pavement (4 LT 58-28 S) (1.75")	TON	55	\$100.00	\$5,500.00	\$111.00	\$6,105.00	\$113.00	\$6,215.00	\$125.00	\$6,875.00
9	HMA Pavement (4 MT 58-28 S) (2")	TON	370	\$100.00	\$37,000.00	\$93.55	\$34,613.50	\$103.50	\$38,295.00	\$99.00	\$36,630.00
10	Concrete Pavement 6-Inch	SY	242	\$101.05	\$24,454.10	\$102.60	\$24,829.20	\$75.00	\$18,150.00	\$90.00	\$21,780.00
11	24" Curb & Gutter	LF	68	\$62.00	\$4,216.00	\$55.00	\$3,740.00	\$68.25	\$4,641.00	\$80.00	\$5,440.00
12	Excavation Below Subgrade - 18" (30% of Parking Lot)	CY	600	\$30.00	\$18,000.00	\$30.00	\$18,000.00	\$24.75	\$14,850.00	\$36.00	\$21,600.00
13	Crushed Aggregate 3-Inch (EBS)	TON	1200	\$28.00	\$33,600.00	\$17.50	\$21,000.00	\$24.00	\$28,800.00	\$20.00	\$24,000.00
14	Ditching	LF	134	\$12.00	\$1,608.00	\$40.00	\$5,360.00	\$41.00	\$5,494.00	\$24.50	\$3,283.00
15	Lawn Restoration	SY	120	\$20.00	\$2,400.00	\$16.00	\$1,920.00	\$21.00	\$2,520.00	\$15.00	\$1,800.00
16	Pavement Marking, Epoxy, 4-Inch Parking Stall	LF	2220	\$2.10	\$4,662.00	\$3.75	\$8,325.00	\$3.85	\$8,547.00	\$3.00	\$6,660.00
17	Pavement Marking, Epoxy, 18-Inch Stop Bar	LF	41	\$18.00	\$738.00	\$19.00	\$779.00	\$19.60	\$803.60	\$14.00	\$574.00
18	Pavement Marking, Epoxy, Arrow	EA	12	\$250.00	\$3,000.00	\$275.00	\$3,300.00	\$284.00	\$3,408.00	\$121.00	\$1,452.00
19	Pavement Marking, Epoxy, ADA Symbol	EA	2	\$250.00	\$500.00	\$225.00	\$450.00	\$232.00	\$464.00	\$94.00	\$188.00
20	D9-6, 24"x24" Sign and Post with Bollard	EA	2	\$2,223.00	\$4,446.00	\$1,800.00	\$3,600.00	\$950.00	\$1,900.00	\$2,350.00	\$4,700.00
21	Bollards	EA	6	\$1,193.00	\$7,158.00	\$1,500.00	\$9,000.00	\$900.00	\$5,400.00	\$1,865.00	\$11,190.00
Base Bid Total:					\$234,663.60		\$236,282.20		\$245,366.00		\$246,328.00

Memo

To: Village Board
From: Sandy Kulik, Village Administrator
Date: May 29, 2025
Re: Agenda Item : 3.4 Safety Action Plan

See attached proposal. Steve Houte will provide a presentation on this topic.

Hales Corners Municipal Safety Action Plan WSP Scope

1. **Task Management** – CONSULTANT (WSP, USA) will be responsible for coordination activities with Hales Corners and the County and the allocation of resources to execute this contract. CONSULTANT will attend up to five 30-minute meetings on a bi-weekly basis to discuss progress, address challenges, and align on next steps.
2. **Existing Conditions** - CONSULTANT will review County Safety Action Plan, Hales Corners' municipal snapshot, and relevant municipal plans.
3. **Priority Action Steps**
 - a. **Intersection and Corridor Safety Analysis/Strategies** - CONSULTANT will collect relevant readily available data (i.e. speed limits, speeds, traffic volumes, and road geometrics) to analyze current safety conditions on S. 108th Street and State Trunk Highway 24 (STH 24) with a focus on
 - i. the intersection of S. 108th Street and STH24.
 - b. CONSULTANT will develop targeted safety countermeasures at a conceptual level for the location included under item 3a above. CONSULTANT will compile a list of other potential traffic safety strategies for Hales Corners to consider. This work is dependent on available data and no traffic counts or other fieldwork will be completed by CONSULTANT. CONSULTANT shall use images or conceptual-level SketchUp models to illustrate design concepts. These visualizations are intended for illustrative purposes only and will not reflect engineering-level precision or accuracy.
4. **Coordination Strategies** – CONSULTANT will coordinate one meeting with the County of Milwaukee and the Wisconsin Department of Transportation that will inform future collaborative efforts.

CONSULTANT will review other traffic safety concerns raised by Hales Corners staff and develop procedural strategies to mitigate them with a focus on:

 - i. Crashes causing damage to municipality property
 - ii. Coordination with Wisconsin Department of Transportation and Milwaukee County
5. **Memo with Draft Recommendations** – CONSULTANT will prepare a memo that details up to 8 action steps, including data analysis, proposed interventions, and expected outcomes. This memo will be sent to Hales Corners for one round of review.

6. **Revisions** – CONSULTANT will edit the draft recommendations through one round of revisions within two weeks of receiving feedback from client team.
7. **Final Deliverable** – CONSULTANT will develop a final deliverable, which will include a slide deck and a written plan with final recommendations. This deliverable will consist of an executive summary, detailed analysis, proposed interventions, and an implementation timeline. The CONSULTANT will present these final recommendations to the client team.

ADDITIONAL SCOPE TO BE COMPLETED BY TOOLE DESIGN

Data Analysis

Toole Design will produce a two-page municipal summary sheet, which provides key takeaways from crash analysis and municipal engagement in Phases One and Two of the project. The crash analysis uses crash data from 2018 to 2022 and reports key crashes trends by severity, road user mode, roadway ownership, behavioral factors, and other risk factors.

We will screen the entire roadway network within the municipality and identify top corridor segments based on weighted fatal and injury crash density. Fatal and serious injury crashes will be weighted three times higher than other injury crashes.

We will map top locations unique to the municipality separately from the countywide corridors of concern that fall within the municipal boundaries. Where applicable, we will reference stakeholder input received from past engagement to supplement findings from crash analysis.

The municipal summary sheet will include text, maps, figures, and charts, and will use MCDOT style guide to be consistent with the rest of the project deliverables.

Requests for additional or customized crash analyses will be reviewed case-by-case, based on the complexity of the request, data availability, and the time and effort it takes to conduct the analysis.

Webinars and Office Hours

To help build agency expertise for roadway safety planning, we will provide up to three two-hour technical training sessions covering various roadway safety topics. We will tailor training topics based on municipalities' technical capacities and interests. The webinar topics may include:

1. Safety program grant writing, including strategies to coordinate with partner agencies
2. Understanding safety data and basic analysis steps
3. Stakeholder and public engagement best practices
4. Safety planning in a changing political and funding landscape
5. High Injury Network development using Safe Streets Priority Finder
6. Implications of Vision Zero commitment

7. Low-cost traffic calming measures

8. School zone safety strategies

Municipalities can opt to attend interested webinars. The webinars will also be recorded, and recordings will be shared with municipality teams.

Toole Design will provide up to eight (8) office hour sessions in total to all municipalities to cover crash analysis methodology, and discuss results. Office hours will be conducted virtually via web-based meetings. By providing individual attention, the office hour will provide a deeper dive into the analysis results and implications for the municipality.

Memo

To: Village Board
From: Sandy Kulik, Village Administrator
Date: May 29, 2025
Re: Agenda Item : 3.5 Accounting & License Clerk search

Information will be provided at the meeting.