



I. CALL TO ORDER

President Dickman called the meeting to order at 6:00 pm.

II. ROLL CALL

President: Sam Dickman
Trustees: Michael Barth Daniel Muchin
Robb DeGraff James Petersen
William Hersch - excused Eido Walny

Also Present: Village Manager Andy Pederson
Director of Finance and Administration Lynn Galyardt
Police Chief Bruce Resnick
Deputy Village Manager Alex Henderson
Village Attorney Chris Jaekels
There were two people in the audience.

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC HEARING

- A. Public Hearing on the Proposed 2013 Annual Budget and establishing the 2012 Tax Levy for Operating the Government and Administration of the Village of Bayside.**
- 1. Public Discussion**
 - 2. Board Discussion**

Trustee Muchin commended Village staff for their work on the budget, including presenting it with no property tax increase to each resident.

V. CONSENT AGENDA

Upon request of any Trustee, any item may be removed from the Consent Agenda for separate consideration.

- A. Approval of:**
- 1. Committee of the Whole meeting minutes, November 1, 2012.**
 - 2. Board of Trustees meeting minutes, November 1, 2012.**
 - 3. Summary of Claims for October 19, 2012 through November 5, 2012 in the amount of \$294,130.72.**
 - 4. Village Financial Policies.**
 - 5. 2013 Village strategic vision, mission, values, goals, and performance measurements.**
 - 6. 2012 accomplishments and performance measurements.**

Motion by Trustee Petersen, seconded by Trustee Walny, to approve Committee of the Whole Meeting minutes, November 1, 2012; Board of Trustees Meeting minutes, November 1, 2012; Summary of Claims for October 19, 2012 through November 5, 2012 in the amount of \$294,130.72; Village Financial Policies; 2013 Village strategic vision, mission, values, goals, and performance

measurements; 2012 accomplishments and performance measurements. Motion carried unanimously.

B. Action on:

1. **Application for issuance of operator's license request for Josie K. Phillips (Otto's Bayside) which has been approved by the Police Department.**

Motion by Trustee DeGraff, seconded by Trustee Petersen to approve issuance of operator's license request for Josie K. Phillips (Otto's Bayside). Motion carried unanimously.

2. **Delinquent invoice charges to be placed on the tax bills.**

Motion by Trustee Petersen, seconded by Trustee Barth, to approving placing delinquent invoice charges on tax bills. Motion carried unanimously.

VI. CITIZENS AND DELEGATIONS

Open to any citizen who wishes to speak on items not on the agenda. Please note there may be limited discussion on the information received, however, no action will be taken. Please state your name and address for the record.

VII. BUSINESS AGENDA

A. COMMITTEE AND COMMISSION REPORTS

1. **Community and Utility Services Committee** – No report.
2. **Finance and Administration Committee**
 - a. **Discussion/action on Resolution 12-23, a Resolution amending Resolution 11-34 revising the fee schedule as referenced by the Village of Bayside Municipal Code.**

Motion by President Dickman, seconded by Trustee Walny, to approve a Resolution amending Resolution 11-34 revising the fee schedule as referenced by the Village of Bayside Municipal Code. Motion carried unanimously with a roll call vote.

- b. **Discussion/action on Resolution 12-24, a resolution adopting the 2013 annual budget and establishing the 2012 tax levy.**

Motion by President Dickman, seconded by Trustee DeGraff, to approve Resolution 12-24, a resolution adopting the 2013 annual budget and establishing the 2012 tax levy. Motion carried unanimously with a roll call vote.

- c. **Discussion/action on Resolution 12-25, a resolution adopting the 2013 sanitary sewer enterprise budget and establishing the Residential and Commercial Sewer User Fee rates.**

Motion by Trustee Muchin, seconded by Trustee Petersen, to approve Resolution 12-25, a resolution adopting the 2013 sanitary sewer enterprise budget and establishing the Residential and Commercial Sewer User Fee rates, as outlined below:

- Residential Fee: \$410.00/home

- Commercial Fee: \$3.71/1,000 gallons

Motion carried unanimously with a roll call vote.

- d. Discussion/action on Resolution 12-26, a resolution adopting the 2013 stormwater revenue fund budget and establishing the Equivalent Runoff Unit rate.**

Motion by Trustee Muchin, seconded by Trustee DeGraff, to approve 2013 stormwater revenue fund budget and establishing the Equivalent Runoff Unit rate of \$150/ERU. Motion carried unanimously with a roll call vote.

- 3. Public Safety Committee – No Report**
- 4. Intergovernmental Cooperation Council – No Report**
- 5. Plan Commission – No Report**
- 6. Architectural Review Committee – No Report**
- 7. Library Board – No Report**
- 8. Board of Zoning Appeals – No Report**
- 9. North Shore Fire Department – No Report**

VIII. VILLAGE PRESIDENT'S REPORT – No Report

IX. VILLAGE MANAGER'S REPORT

- A. Discussion on preliminary resolution declaring intent to exercise special assessment police powers for water system improvements.**

Manager Pederson discussed the progress of the voluntary water projects occurring in the Village, including the Bayside Residential Water Access Association, the Shul, and Ravine Baye Road project. He indicated a resolution allowing for the special assessment of participating properties would be brought forward during the December 20 meeting. Trustee Muchin noted that this project is voluntary in nature, with the Village acting simply as a facilitator.

X. VILLAGE ATTORNEY'S REPORT – No Report

XI. MISCELLANEOUS BUSINESS BY THE TRUSTEES AS MAY PROPERLY BE BROUGHT BEFORE THE BOARD

XII. CORRESPONDENCE

- A. Libby Smyth-Harmon**
- B. Elizabeth Braatz**

President Dickman acknowledged the above correspondence.

XIII. MOTION TO ADJOURN TO CLOSED SESSION

- A. Pursuant to Section 19.85 (1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons allow a Closed Session; (Employment Agreement), (Management Personnel) and (Administrative and Organizational Plan).**

Motion by President Dickman, seconded by Trustee Petersen, to adjourn to closed session at 6:17 pm, pursuant to section 19.85 (1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons allow a Closed Session; (Employment Agreement), (Management Personnel) and (Administrative and Organizational Plan). Motion carried unanimously.

XIV. RECONVENE IN OPEN SESSION PURSUANT TO SECTION 19.85 (2)

Motion by President Dickman, seconded by Trustee DeGraff, to reconvene in open session at 7:30 pm, pursuant to section 19.85 (2). Motion carried unanimously by roll call vote.

- A. Action on items from closed session.**

Motion by President Dickman, seconded by Trustee Muchin, to approve the Administrative and Organizational Plan, the Paid Time Off Policy and the Employee Handbook. Motion carried unanimously.

XV. ADJOURNMENT

Motion by President Dickman, seconded by Trustee DeGraff, to adjourn the meeting at 7:32 pm. Motion carried unanimously.

Respectfully submitted,

Lynn Galyardt, Director of Finance and Administration | | December 21, 2012