

Village of Shorewood Hills
Board of Trustees Meeting

Draft Meeting Minutes
Monday, September 21, 2009

1. **Call to Order** Village President Mark Sundquist called the meeting to order at 7:00 pm.
2. **Statement of Public Notice** Mr. Frantz confirmed the meeting was properly posted and noticed.
3. **Roll Call** Members of the Board present were Mr. Sundquist and Trustees Bob Hurley, Joyce Bromley, Felice Borisy-Rudin, Marilyn Townsend, David Benforado, and Tim Rikkers. Also present were Village Treasurer David Kuenzi, Village Administrator Karl Frantz, Department of Public Works Head Denny Lybeck, Police Chief Denny Pine, Fire Chief Keith Anderson, Emergency Services Coordinator David Sykes, Forester Corey George and Village Clerk Cokie Albrecht. Approximately five others were in attendance.
4. **Procedure Orientation** There was none this evening.
5. **Appearances and Communications**
 - A. **Rifken Group – presentation on possible redevelopment of ATT Plaza** Marty Rifken presented the revised plans for the redevelopment of ATT Plaza. The plans incorporate approximately 9,000 square feet of the Village’s adjacent parking lot but no longer include Village Hall. The group now believes the project will require \$1.3 million in TIF funds, not the initial estimate of \$3 million. In response to concerns expressed by the Plan Commission, the building’s four stories now step back from Shorewood Boulevard with 5 roof terraces. The approximately 74,000 square foot building will include mixed use retail and offices. The developers hope to include a restaurant which, given the limited parking during the day, they expect would have evening-only hours. The building will have 187 parking spaces comprised of surface parking and 2 levels of underground parking. The property’s assessed value now is approximately \$2.5 million. Mr. Rifken expected the redevelopment costs will be approximately \$20 million. After the project is completed he predicted its assessed value would be \$13 to \$14 million. Mr. Rifken thought the 9,000 square foot Village property would have a value of \$200,000 to \$250,000. Peter Tan, architect with Strand Associates, described the building’s expected design. Its exterior would be brick and pre-cast concrete, similar to the materials used for Weston Place on Segoe Road. The Village’s west entrance wall would need to be removed; a new wall of similar appearance will be incorporated into this project’s design. The existing ATT Plaza is 44’ tall; the TDS building is 55’; this building would be 59’ high. After discussion, Mr. Sundquist said he and Mr. Benforado would share the Trustees’ comments with the Plan Commission.
 - B. **Forester update on Emerald Ash Borer** Mr. George summarized his September memo about the emerald ash borer. He said the eventual arrival of the insect should be anticipated and all ash trees in Shorewood Hills may be lost. This will include the 260 Village ash trees—8% of the public tree population—and the 900 ash trees located on private property. The anticipated cost for removing all the public ash trees is \$106,330. Their replacement will cost another \$62,400. Mr. George and the Parks Committee are working on an ordinance that will require property owners to remove sick trees. He expects it to be presented to the Board for a first reading next month.
6. **Board Matters**
 - A. **Consent Agenda**

i) Minutes August 18, 2009

ii) Approve Operator's licenses – Johanna Whiting, Rose Kekula

iii) Solicitors Permit – Chris Bjorklund

iv) Street Use Permit – September 27, 2009 – Huffin' for Habitat

v) Hire Fire/EMS intern Zach Bertz

vi) Hire part time police officer Kevin Kromm at established rate of \$19.15 per hour

vii) Hire part time custodian Alex Roznik at Grade Two Step One rate of \$12.25 per hour

Ms. Bromley said she would like the August 18 minutes removed from the Consent Agenda. Mr. Sundquist asked for the removal of the Solicitors Permit. Mr. Benforado moved and Ms. Bromley seconded a motion to approve the Consent Agenda with those two items removed. Motion passed unanimously.

i) Minutes of August 18, 2009 Ms. Bromley asked that the last sentence in Item 7F be revised to read: "The Committee will hold listening sessions on August 24 ~~at~~ *about* Sumac and Lake Mendota Drives and on September 28 ~~at~~ *about* University Bay Drive." (strikethroughs indicate words deleted; italics indicate words added). Ms. Bromley moved and Ms. Townsend seconded a motion to approve the minutes of August 18, 2009 as amended. Motion passed unanimously.

iii) Solicitors Permit – Chris Bjorklund Ms. Boris-Rudin moved and Mr. Hurley seconded a motion to approve the Solicitors Permit but restrict the hours from 3:00 pm to 8:00 pm. Motion passed on a 4 to 3 vote with Ms. Boris-Rudin, Ms. Townsend, Ms. Bromley and Mr. Benforado voting yes and Mr. Ridders, Mr. Hurley and Mr. Sundquist voting no.

C. New Business Motions and Resolutions

i) Payment of Bills (agenda item taken out of order) Mr. Benforado moved and Ms. Bromley seconded a motion to approve the payment of the end of August bills in the amount of \$15,678.98 and September bills of \$228,228.93 for a total of \$243,907.91. Motion passed unanimously.

B. Ordinances

i) First Reading of Ordinance L-2009-6 establishing a no parking zone on the west side of University Bay Drive running 100 feet south from its intersection with Harvard Drive Ms. Bromley said the reconfiguration of the intersection of University Bay and Harvard Drives reduced traffic visibility. Parked cars on the west side of University Bay Drive south of the intersection exacerbate the problem. Ms. Bromley moved and Mr. Sundquist seconded a motion to approve the first reading of [Ordinance L-2009-6](#). Motion passed unanimously.

C. New Business Motions and Resolutions

ii) Resolution R-2009-13 Relocation Order and Determination of Necessity for Public Right of Way at 1025 Columbia Road A portion of Yale and Columbia Roads to be reconstructed next year is on private property. This resolution would allow the Village to pursue acquisition of the property. The Village will present its appraisal to the property owners, Joylyn and Barry Bjorklund. They then will have an opportunity to accept the appraisal or obtain one of their own and negotiate the price. Mr. Hurley moved and Ms. Townsend seconded a motion to approve [Resolution R-2009-13](#). Motion passed unanimously.

x) Acknowledge placement of curve and speed signage on Sumac Drive (agenda item taken out of order) Ms. Bromley said caution signs were installed on Sumac Drive that indicate a curve with 15 mph stated below it. Traffic on Sumac Drive will be monitored to see if driving behavior has changed as a result of the new signage.

ix) Consider amendment to capital plan to provide traffic calming on Lake Mendota Drive (agenda item taken out of order) Ms. Bromley said the Traffic Committee would like the Board to move the intersection of Wood Lane and Lake Mendota Drive up on the list of streets slated for improvements so traffic calming measures can be implemented there. Richard Illgen, 3320 Lake Mendota Drive, said traffic heading west on Lake Mendota Drive picks up speed because of the downhill grade. He would like to see a stop sign installed at the intersection of Wood Lane and Lake Mendota Drive in hopes of slowing traffic. Mr. Sundquist said traffic engineers have

determined that stop signs are not effective at traffic calming. After discussion, the Board instructed staff to monitor the speed in the area and install a temporary traffic calming measure on Lake Mendota Drive near Wood Lane—an island of cones, barrels, etc.,—to determine if it would be effective in slowing traffic.

iii) Resolution R-2009–14 Authorizing proceeding with an amendment to Tax Increment District # 3 and formation of Joint Review Board Mr. Benforado moved and Mr. Hurley seconded a motion to approve [Resolution R-2009–14](#). Motion passed unanimously.

iv) Authorize agreement with Vierbicher for professional services to create Tax Increment District #4 and amend Tax Increment District #3 Mr. Benforado moved and Mr. Rikkers seconded a motion to hire Vierbicher Associates to create Tax Increment District #4 and amend Tax Increment District #3. Motion passed unanimously.

v) Authorize purchase of Itron radio read water meters from Badger Meter in the amount of \$125.00 per unit and approximately \$62,500 total Mr. Rikkers moved and Mr. Hurley seconded a motion to approve the purchase of the Itron radio read meters from Badger Meter. Motion passed unanimously.

vi) Authorize purchase of dump truck from Capital City International and plow and chassis from Double D Services for \$100,000 The truck will be less expensive if ordered now and received and paid for in 2010. Mr. Lybeck determined the \$5,850 option of going to a stainless steel box would not be cost effective. Ms. Borisy-Rudin moved and Ms. Bromley seconded a motion to purchase the dump truck, plow and chassis for approximately \$100,000. Motion passed unanimously.

vii) Consider purchase of new police squad car from Kayser Ford (requires 2/3 majority) The Village will save \$1,900 on the purchase of the new police car if ordered by October 1, 2009 for delivery and payment next spring. Mr. Benforado moved and Mr. Rikkers seconded a motion to approve the purchase of the police car out of the operating budget. Motion passed unanimously.

viii) Authorize staff to proceed with request for proposals to assist with analysis of short and long term needs of Village Fire/EMS services and develop options, cost/service implications and recommendations Ms. Borisy-Rudin said the Services and Public Health Committees met to discuss the Fire/EMS' current and future needs. Presently there are not enough resident volunteers to adequately staff the services and the housing at the Fire Station for non-resident volunteers is poor. Ms. Borisy-Rudin moved and Mr. Hurley seconded a motion to authorize staff to move ahead with the development of a RFP to identify a consultant who will look at the issues and determine the options to solve them and their costs. Motion passed unanimously.

xi) Proposal to hire a part-time police officer to enforce the speed of traffic during peak traffic period over a 16 week period for \$6,500 Ms. Bromley moved and Ms. Borisy-Rudin seconded a motion to hire a part-time police officer to enforce traffic speed rules during peak travel hours at \$19.15/hour for 4 hours a day for 5 days a week for 16 weeks for a total cost of approximately \$6,500. Vote failed by 3 to 4 with Ms. Bromley, Ms. Borisy-Rudin and Ms. Townsend voting yes and Mr. Sundquist, Mr. Rikkers, Mr. Hurley and Mr. Benforado voting no. Mr. Rikkers said he voted no since he thought traffic calming efforts might be less expensive. Mr. Sundquist and Mr. Benforado said they voted no because they believed this should be included in the 2010 budget discussions.

xii) Accept 2009 Financial Statements The documents were included in the Board Packet.

xiii) Status of concerns raised by Trustee Townsend under the new Ethics Code Ms. Townsend reviewed the reasons she felt the three Trustees who are members of the Blackhawk Country Club should have recused themselves when voting on the Club's request to build a deck. She would like an arbitrator to determine who is right. Ms. Bromley moved and Mr. Rikkers seconded a motion to hire an arbitrator. With Mr. Rikkers concurrence, Ms. Bromley withdrew her motion. The Board asked staff to try to find a set of three volunteer arbitrators.

7. **Appointments**
 - i) **Mary Wyman – Plan Commission** Mr. Sundquist moved and Mr. Benforado seconded a motion to appoint Mary Wyman to the Plan Commission to replace Bill Thomas who has stepped down. Motion passed unanimously.
8. **Reports of Officials and Committees**
 - A. **Village President** Nothing more to add.
 - B. **Village Administrator**
 - i) **Actions regarding liquor licenses and Board decision making process** Mr. Frantz said by State law, the Village can issue no more than four Class B liquor licenses—those that permit the sale of hard liquor. Presently those licenses are held by Noodles and Co., Blackhawk Country Club, and Sa-Bai Thong. When Pizza Hut closed, it released its Class B license so one is available. There is legislation pending to revise the liquor license quota. The Village has the authority to deny a license request as long as it is in writing. The Trustees asked Mr. Frantz to write a letter to the State Legislature in support of revising the quota system. They also asked him to prepare a rationale for denying a liquor license request for the Board to consider.
 - C. **Plan Commission** Mr. Sundquist said the Commission has received a concept plan for the development of Pyare Square. The developer, David Bornstein of Andover Hill Investments, would like to build tax credit moderate income apartments for either working families or seniors on the site.
 - D. **Public Works** Nothing more to add.
 - E. **Parks Committee** Nothing more to add.
 - F. **Services** Nothing more to add.
 - G. **Traffic Committee** Ms. Bromley asked the Trustees to be sure to include enough information in the minutes from their committee meetings so that by reading them, the other Trustees will have a good idea of what transpired.
 - H. **Finance Committee** Nothing more to add.
 - I. **Pool Committee** Nothing further to report.
 - J. **Personnel Committee** Nothing more to add.
 - K. **Public Health and Safety** Mr. Hurley said the County is working on the development of a new County-wide radio system. There has been considerable controversy over the most equitable way to pay for it. The worse case scenario has the Village paying \$213,000 but no decisions have been made.
9. **Adjourn** Meeting adjourned at 11:18 pm.

Respectfully submitted,

Colleen Boyle Albrecht,
Village Clerk