

**Village of Shorewood Hills
Board of Trustees Meeting**

Draft Meeting Minutes
Monday, October 19, 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 Marilyn Townsend, Joyce Bromley, David Benforado, Felice Borisy-Rudin and Tim Ridders. Bob Hurley was excused. Village Treasurer David Kuenzi and Village Administrator Karl Frantz, Department of Public Works Head Denny Lybeck, Police Chief Denny Pine, Fire Chief Keith Anderson, Emergency Services Coordinator David Sykes and Village Clerk Cokie Albrecht were also present. Five others were in the audience.
4. **Procedure Orientation** There was none this evening.
5. **Appearances and Communications**
 - A. **County radio interoperability project and Village radio costs** Chief Anderson briefed the Trustees on efforts to comply with a Federal mandate to ensure all Dane County radio equipment meets specific "Narrowband" standards by December 31, 2012. As part of this project the County plans to update the radio system so all emergency responders and other service providers will be able to communicate seamlessly. Chief Anderson anticipates the Village radios for the new system will cost a total of \$203,383. Shorewood Hills EMS, Fire and Police Departments were successful in obtaining a Wisconsin Office of Justice Assistance (OJA) grant to help fund the replacement of some of the radios. If the radios were purchased between December 1, 2009 and February 26, 2010, a portion of the Village's anticipated \$70,586.32 cost would be reimbursed with \$33,000 in OJA grant funds. Mr. Benforado moved and Ms. Borisy-Rudin seconded a motion to amend the 2010-2011 Capital Budget to include \$167,000 for the radio purchase with the expectation the Board would approve the actual radio purchase later. Motion passed unanimously.
6. **Board Matters**
 - C. **New Business Motions and Resolutions**
 - ii) **Consider Class B combination liquor license for Laredo's located at 4000 University Avenue** (agenda item taken out of order) Laredo's representatives Fred Campbell and Jessica Escamilla spoke in favor of the issuance of the Class B liquor license to Laredo's which is planning to move into the space previously occupied by Pizza Hut in the Walnut Grove Shopping Center. Ms. Bromley moved and Mr. Ridders seconded a motion to approve Laredo's application for a Class B liquor license. After discussion about the desirability of issuing the last Class B liquor license available in the Village, Mr. Benforado moved and Ms. Townsend seconded a motion to table the motion on the floor. That motion passed with a 5 to 1 vote with Ms. Bromley voting no. The Trustees asked staff to look into the likelihood of new legislation increasing the Village's quota of Class B liquor licenses and to explore obtaining a Class B liquor license from another business.
 - A. **Consent Agenda**
 - i) **Minutes of September 21, 2009**
 - ii) **Approve purchase agreement for acquisition of right of way from Barry and Joy Bjorklund**

Mr. Benforado moved and Mr. Ridders seconded a motion to approve the items in the Consent Agenda. Motion passed unanimously.

B. Ordinances

i) Second and third reading of an 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

Ms. Bromley moved and Mr. Sundquist seconded a motion to approve the second and third readings of [Ordinance L-2009-6](#). Motion passed unanimously.

C. New Business Motions and Resolutions

i) Payment of Bills Mr. Benforado moved and Ms. Bromley seconded a motion to approve the payment of the end of September bills in the amount of \$11,392.70 and \$659,609.08 for October bills for a total of \$671,001.78. Motion passed unanimously.

iii) Consider proposed changes to Shorewood Boulevard lane configuration and curb location at University Avenue These alterations are proposed as part of the reconstruction of University Avenue in 2010. Mr. Sundquist moved and Ms. Borisy-Rudin seconded a motion to accept the plans to revise Shorewood Boulevard to improve its intersection with University Avenue and Hill Street with the modification that the striping on Shorewood Boulevard would be decided later. Motion passed unanimously.

iv) Accept Plan Commission Resolution #2 recommending approval of Comprehensive Plan and setting a public hearing date Mr. Sundquist moved and Ms. Borisy-Rudin seconded a motion to accept the Plan Commission's Resolution #2 recommending approval of the Comprehensive Plan and setting a public hearing date. Motion passed unanimously. Ms. Borisy-Rudin moved and Ms. Townsend seconded a motion to move the regular Village Board meeting from November 16, 2009 to November 23, 2009 and to hold the Public Hearing on the Comprehensive Plan that evening. Motion passed by a 5 – 0 – 1 vote with Ms. Bromley abstaining. She felt residents expect the Board meetings to be held on the third Monday of each month. The Trustees agreed to discuss changing the December Board meeting date at the November meeting.

v) Selection of arbitrator to decide whether there was a conflict of interest in some Board votes on the construction of a deck at the Blackhawk Country Club Mr. Frantz described the process he used to identify the three individuals asked to provide proposals to serve as arbitrator. After discussion, the Trustees agreed that Terry Peppard will be asked to serve as the arbitrator. They further agreed that Mr. Peppard would be instructed to base his decision on written materials provided him. Therefore, by December 15, 2009 the Trustees will submit to Mr. Frantz all written materials they would like Mr. Peppard to consider. Staff will then share the information collected with all Trustees so they will have an opportunity to respond by January 5, 2010. The collected information will be forwarded to Mr. Peppard by January 15, 2010. He will be asked to have a ruling within 30 days.

vi) Consider 2010 budget request from the Parks Committee that \$10,000 be added to the General Fund budget for a Volunteer Coordinator Mr. Ridders explained that the proposed Volunteer Coordinator would be hired for approximately 10 hours/week. His/her charge would be to find volunteers to work on Village projects and coordinate their efforts. Ms. Borisy-Rudin said the Recreation Committee would like that person's duties to also include overseeing the recreation programs. Mr. Ridders and Ms. Borisy-Rudin will develop a job description for the proposed position.

7. Appointments

A. Appoint Trustee to assume the powers and duties of the Village President as prescribed by State Statue and delegated by the Village Board as necessary while the President is abroad

Ms. Bromley moved and Mr. Benforado seconded a motion to appoint Ms. Townsend to

serve as acting Board President in Mr. Sundquist's absence since she is the most senior Trustee. Motion passed unanimously.

B. Appoint Trustee to Joint Review Board for TID 3 amendment and TID 4 formation Ms. Townsend moved and Mr. Benforado seconded a motion to appoint Mr. Sundquist and Mr. Ridders to the Joint Review Board. Motion passed unanimously.

C. Ad hoc Committee to select and work with an architect for the improvements to the Community Center Ms. Borisy-Rudin moved and Ms. Bromley seconded a motion to appoint Ms. Borisy-Rudin, Mr. Ridders, Jill Dittrich, Frank Miller, Bob Gerber, Bill Muehl and a to-be-determined Pool Committee member to the ad hoc Committee subject to their willingness to serve. Motion passed unanimously.

8. Reports of Officials and Committees

A. Village President

i) Consider changing November Board meeting date from November 16 to November 23, 2009 Agenda item considered earlier in meeting.

ii) Recognition Dinner November 8, 2009 Mr. Sundquist reminded the Trustees of the upcoming event.

iii) Transportation circulation options for Community Center/Pool: October 20, 2009 Ideas about improving the circulation at the Post Farm Park will be presented and discussed.

F. Services Committee (agenda item taken out of order) Ms. Borisy-Rudin said the Village received seven responses to its RFP for the renovation of the Community Center. The list was narrowed to three. The new Ad Hoc Committee (see Item 7C) will identify the firm to be recommended to the Board.

B. Village Administrator Mr. Frantz had nothing further to add.

C. Plan Commission The Commission reviewed revised plans for the proposed development of the AT&T Plaza. The developer, Marty Rifkin, has reduced the size of the building and moved it further west from Shorewood Boulevard.

D. Public Works Nothing to add.

E. Parks Committee Nothing to add.

G. Resident Professional Business Group Ms. Bromley said the group met with Chief Pine and Detective Denzer to discuss security.

H. Traffic Committee

i) Temporary traffic calming features on Sumac and Lake Mendota Drive The Committee would like \$10,000 for traffic calming measures and to hire a traffic planner.

I. Finance Committee Minutes are in the Board packet. The 2010 Budget will be discussed at the November Board meeting.

J. Pool Committee Nothing further to report.

K. Personnel Committee Ms. Townsend said the Committee met with members of the individual departments. They are considering recommending a raise of the grid plus 1% which will result in a wage increase of approximately 3%.

9. Adjourn Meeting adjourned at 10:28 pm.

Respectfully submitted,

Colleen Boyle Albrecht,
Village Clerk