

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

Draft Meeting Minutes
Monday, December 19, 2011

1. **Call to Order** Village President Mark Sundquist called the meeting to order at 7:00 pm.
2. **Roll Call** Members of the Board present were Mr. Sundquist and Trustees Bob Hurley, David Benforado, Tim Ridders, Marilyn Townsend, Barbara Center and Felice Borisy-Rudin. Also in attendance were Village Treasurer David Kuenzi, Village Administrator Karl Frantz, Emergency Services Coordinator David Sykes and Village Clerk Cokie Albrecht. Ten visitors were in the audience.
3. **Statement of Public Notice** Mr. Frantz confirmed the meeting had been properly posted and noticed.
4. **Procedures Orientation** There was none this evening.
5. **Appearances and Communications**
Tim Bolhuis - Pellitteri Waste Systems Mr. Bolhuis described new developments at Pellitteri including the company's growth, the recent award of the City of Madison's recycling contract to them; and the anticipated opening of their state of the art recycling facility in March. A year is left on Pellitteri's contract with the Village. The company is proposing extending the contract for five additional years, at a savings of almost \$30,000 over the five years.
6. **Board Matters**
D. New Business Motions and Resolutions
vi) Possible authorization to enter into agreement with Pellitteri Waste Systems (agenda item taken out of order) Mr. Benforado moved and Mr. Ridders seconded a motion to authorize Mr. Sundquist to execute the agreement with Pellitteri Waste Systems for the provision of garbage and recycling collection in the Village for five additional years, after the Village Attorney has reviewed it. Motion passed unanimously.
A. Payment of Bills Mr. Kuenzi reviewed the bills and recommended the Board approve their payment. Mr. Benforado moved and Ms. Center seconded a motion to approve the payment of the end of November bills in the amount of \$30,575.64 and \$256,456.90 for December bills for a total of \$287,032.54. Motion passed unanimously.
B. Consent Agenda
i) Approve November 21, 2011 minutes
ii) Transient merchant permit – Fabian Seafood
iii) Appoint poll workers
Mr. Sundquist thanked the poll workers for their community service. Ms. Townsend moved and Mr. Benforado seconded a motion to approve the items in the Consent Agenda. Motion passed unanimously.
C. Ordinances

i) Second and possible third reading of an Ordinance L-2011-7 amending Section 1.08 of the Code of Ordinances related to ethics Ms. Townsend moved and Mr. Ridders seconded a motion to approve the second and third readings of [Ordinance L-2011-7](#). Motion passed unanimously.

5. Appearances and Communications (agenda item taken out of order) Although not on the meeting agenda, the Trustees allowed resident Geoffrey Werner to address them regarding his concerns about the 2012 Marina fees. Mr. Werner said that since the Waterfront Fund projects a surplus, he is uncertain that the fee increases are necessary. Further, he feels the new fees are arbitrary and would like to know the methodology for their development. The Trustees said the Waterfront Committee will be invited to either attend the January Board meeting or provide a written response to Mr. Werner's concerns.

6. Board Matters

D. New Business Motions and Resolutions

i) Consider approval of Development Agreement with Stone House Development

Village Attorney Matt Dregne of Stafford Rosenbaum handed out revised pages 2 and 3 of the proposed Development Agreement. He then provided a summary of the provisions of the Development Agreement and the proposed Tax Increment Development Agreement.

Closed Session At 8:36 pm, Mr. Sundquist announced that the Board would go into Closed Session as per §19.85(1)(e) deliberating the purchase of public properties, the investing of public funds, or conducting other specified business, whenever competitive or bargaining reasons require a closed session, adjourn to closed session pursuant to Section 19.85(1)(c) and (f) of the Wisconsin State Statutes to consider the issue and may reconvene to open session as per Wisconsin State Statutes 19.85(2) to address any business that may be the result of the deliberations made in closed session (Development Agreement and TIF funding request for Stone House Development affordable housing project on Marshall Court, and possible land acquisition). Mr. Benforado moved and Ms. Borisy-Rudin seconded a motion to go into closed session. The roll call vote was: Mr. Sundquist – yes; Mr. Benforado – yes; Ms. Townsend – yes; Mr. Ridders – yes; Ms. Borisy-Rudin – yes; Mr. Hurley – yes; and Ms. Center – yes. Mr. Dregne, Mr. Kuenzi, Mr. Frantz, and Ms. Albrecht were asked to stay. The remaining attendees left the meeting.

Return to Open Session At 9:05 pm, Ms. Townsend moved and Ms. Borisy-Rudin seconded a motion to return to Open Session. The roll call vote was: Mr. Sundquist – yes; Mr. Benforado – yes; Mr. Hurley – yes; Mr. Ridders – yes; Ms. Borisy-Rudin – yes; Ms. Townsend – yes; and Ms. Center – yes. While in closed session the Board discussed financial issues relating to the Stone House Development project.

i) Consider approval of Development Agreement with Stone House Development (return to agenda item considered earlier) Mr. Sundquist moved and Mr. Ridders

seconded a motion to approve the Development Agreement with Stone House Development. Motion passed unanimously.

ii) Consider approval of TID agreement and funding assistance for Stone House Development Mr. Benforado moved and Mr. Hurley seconded a motion to approve the TID Agreement with Stone House Development. Motion passed unanimously.

Mr. Ridders was excused from the meeting at 9:07 pm.

iii) Consider quarterly utility billing Mr. Benforado moved and Ms. Townsend seconded a motion to adopt a quarterly billing cycle for the Water Utility. Motion passed on a 5 to 1 vote with Ms. Borisy-Rudin voting no.

iv) Consider authorizing entering into an agreement with Point and Pay for credit card and e-check payments Mr. Hurley moved and Mr. Benforado seconded a motion to enter into an agreement with Point and Pay after the Village Attorney had reviewed the contract. Motion passed unanimously.

v) Resolution R-2011-11 Adjusting fee schedule for dog and cat licenses Mr. Hurley moved and Ms. Center seconded a motion to approve [Resolution R-2011-11](#) increasing the fees for dog and cat licenses. Motion passed unanimously.

vii) Consider request that Village reimburse irrigation system reconstruction in Village right of way The Board considered the request of Dinesh Shah, 2933 Colgate Road, that the Village reimburse some of the repairs to his irrigation system. A portion of the system was installed in the Village right of way and was damaged in the reconstruction of Colgate Road. Mr. Benforado moved and Mr. Hurley seconded a motion to deny the request. Motion passed unanimously.

F. Appointments None.

7. Reports of Officials and Committees

A. Village President Mr. Sundquist set the 2012 Board meeting dates:

- January 17 (Board meeting and Caucus)
- February 20
- March 19
- April 17
- May 21
- June 18
- July 16
- August 20
- September 17
- October 15
- November 5 (2013 Budget presentation)
- November 19
- December 17

The meetings will be held on the third Monday of each month with the exception of January, when the meeting will be delayed until Tuesday, January 17 in observance of the

Martin Luther King Jr. holiday and April, which will be delayed until Tuesday, April 17 to avoid a “lame duck” Board.

B. Village Administrator

i) Report concerning signs in the right of way and possible courses of action The Board concluded the sign ordinance will need to be reviewed and amended as appropriate. Until then, staff will not enforce the ordinance.

Mr. Frantz also reported that a magazine tailored to Shorewood Hills will be sent to residents soon. It will be published by a private business, is not affiliated with the Village government, and is not a replacement for the Bulletin.

Also, the Village was able to trade in the administration copier for one that provides two-sided scanning and copying. The \$1,800 cost for the upgrade will be paid for in six years by the machine’s lower maintenance fees.

C. Personnel Committee Nothing to report.

D. Finance Committee Will meet in January to discuss possible budget amendments and long term borrowing.

E. Plan Commission Nothing to report.

F. Public Works Committee The Committee has met repeated times with residents to receive input in the development of the plans to reconstruct Oxford and Columbia Roads and Swarthmore Court in 2012.

G. Parks Committee Nothing to report.

H. Pool Committee The Committee is working on its debt servicing plan. The members also discussed the disposition of the All City proceeds.

I. Ad hoc Community Center Committee Further work on this will be delayed until the area’s parking and traffic issues are addressed.

J. Services Committee Nothing to report.

K. Recreation Committee The Committee will continue the discussing revising the calculation of the administrative fee paid to the Village by the rec programs.

L. Public Health and Safety Committee The Committee hopes to have a final draft of the Baker Tilly report soon.

8. Adjourn Meeting adjourned at 10:15 pm.

Respectfully submitted,

Colleen Boyle Albrecht
Village Clerk