

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

Draft Meeting Minutes
Tuesday, January 17, 2012

1. **Call to Order** Village President Mark Sundquist called the meeting to order at 7:41 pm, after the Caucus concluded.
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, Police Chief Dennis Pine, Department of Public Works Chief Denny Lybeck, Forester Corey George, 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**
 - i. **Scott Frank – proposed continuum of care facility at Pyare Square site** Mr. Frank, the developer of the proposed Oak Park Place senior housing at the Pyare Square site, was unable to attend the meeting this evening. In his absence, architects Bill Ryan and Meg Roback of Architectural Design Consultants, Inc., provided an overview of the plans. The Plan Commission and the Board will have an opportunity to formally review the plans over the next few months.
 - ii. **John Voegeli – report from Waterfront Committee and concerns of Geoff Werner** Mr. Voegeli, the Waterfront Committee Chairperson, explained the rationale for the 2012 Marina fee increases. He said the Committee members felt the fee structure needed to be revised to address rising expenses, to build a small reserve in the Waterfront Fund, and to equitably distribute operating costs. The new fees are based on boat size, since larger boats are more expensive to handle. Geoff Werner, a Marina user, spoke against the higher fees—he felt that the Waterfront Committee had not proven a fee increase was necessary and the fee schedule selected was arbitrary. The Board concluded that the fees would remain as approved; if a Trustee chose to, he/she could ask to include the fees as an action item for consideration at a future Board meeting. The Trustees also suggested that the 2012 Waterfront budget be amended to reflect revenues based on the new fees; the Committee work to improve communication with Marina users; and Waterfront Committee minutes should be included in future Board packets.
6. **Board Matters**
 - B. **Consent Agenda** (agenda item taken out of order)
 - i) **Approve December 19, 2011 regular and closed session minutes**
 - ii) **Street Use Permit – February 11, 2012 UW Running Club**

Ms. Borisy-Rudin moved and Ms. Center seconded a motion to approve the items in the Consent Agenda. Motion passed unanimously.

A. Payment of Bills Mr. Kuenzi reviewed the bills and recommended the Board approve their payment. Mr. Hurley moved and Ms. Townsend seconded a motion to approve the payment of the end of December bills in the amount of \$53,271.95 and \$154,069.57 for January bills for a total of \$207,341.52. Motion passed unanimously. (NOTE: In response to Mr. Hurley's inquiry, after the meeting staff determined that Bulk Mail Permit #1288 could be renewed later as needed. The \$190 bill from the US Postal Service for the permit was deleted, bringing the total for the January board bills to \$207,151.52).

C. Ordinances There were none.

D. New Business Motions and Resolutions

i) Consider intergovernmental agreement for cost sharing improvements on University Avenue from Segoe Road to Allen Boulevard The agreement provides for Shorewood Hills and the Cities of Madison and Middleton to share the costs of the next phase of improvements to University Avenue. The Village's portion lies near the salt shed and bridge and will be funded with TID 4 revenues. Ms. Borisy-Rudin moved and Mr. Hurley seconded a motion approving the "Intergovernmental Agreement Providing for the Sharing of Certain Costs Relating to the Improvements to County Trunk Highway MS (University Avenue) from Allen Boulevard to Segoe Road." Motion passed unanimously.

7. Reports of Officials and Committees

B. Village Administrator (agenda item taken out of order)

i) Tree Carving Project Mr. George said a large oak tree in Four Corners Park was infected with oak wilt disease and had to be removed. There now is interest in hiring a wood carver to transform the large remaining trunk into a totem pole. The Board agreed to authorize \$600 to de-bark the trunk and cut it to a ~ 10 foot height. Mr. Rikkers volunteered to chair a fund raising effort to collect the approximate \$2,000 cost of the carving work.

iii) Street Brining Mr. Lybeck said the DPW crew built a rig to spray brine on Village streets. The hope is that the brine will melt snow and ice with the use of less salt, and at lower cost, than the present method of spreading a mixture of rock salt and sand. Mr. Lybeck will report on the effectiveness of the system in the spring.

D. Finance Committee (agenda item taken out of order)

i) Report on future capital projects/needs/financings and Board direction Mr. Benforado referred to the Finance Committee minutes of January 11, 2012. Regarding the status of the Pool's finances: based on better than anticipated 2011 Pool revenues, conservative assumptions about future revenues, and the anticipated refinancing of 2002 Village bonds at a lower interest rate, it would appear that the Pool will not need an advance from the Village to cover its 2012-2016 debt payments. Additionally, the Committee is looking for Board guidance regarding which capital projects to include in the 2012-2014 projects.

6. Board Matters

D. New Business Motions and Resolutions

ii) Consider Financial Advisory Services Agreement with Baird Inc. Mr. Hurley moved and Mr. Benforado seconded a motion to authorize staff to work with Baird Inc. to prepare documents for approximately \$2.6 million in borrowing. Motion passed unanimously. The proposed 2012-2014 capital projects were referred to the Services Committee for review.

7. Reports of Officials and Committees

A. Village President Mr. Sundquist said the Plan Commission is working on making the Zoning Code more uniform and rational. The next step will be to incorporate the changes into an ordinance for the Board's consideration. Mr. Sundquist said he would be out of town from April 5 through April 24, 2012, which will include the April Board meeting. Mr. Frantz will be out of town for the February Board meeting.

B. Village Administrator

i) Request from Roundy's regarding sale of fermented malt beverages beginning at 6:00 am and Board input on whether to draft an ordinance permitting said sales

The Trustees concurred that they were not interested in changing the time for the start of the sale of alcohol in the morning—it will remain at 8:00 am.

Closed Session At 10:09 pm, Mr. Sundquist announced that the Board would go into Closed Session as per §19.85(1)(c) and (f) of the Wisconsin State Statutes to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the jurisdiction exercises responsibility and considering financial, medical or personal histories or disciplinary data of specific persons 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 (Leave, benefit and employment matters concerning a Village employee). Mr. Benforado moved and Mr. Ridders 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. Frantz and Ms. Albrecht were asked to stay. The remaining attendees left the meeting.

While in closed session the Board discussed benefits for an employee on medical leave.

8. Adjourn Meeting adjourned from closed session at 10:19 pm.

Respectfully submitted,

Colleen Boyle Albrecht
Village Clerk