

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

Draft Meeting Minutes
Monday, August 20, 2012

1. **Call to Order** Village President Mark Sundquist called the meeting to order at 7:03 pm.
2. **Roll Call** Members of the Board present were Mr. Sundquist and Trustees John Imes, Felice Borisy-Rudin, David Benforado and Tim Ridders. Bob Hurley was excused; Barbara Center arrived later. Also in attendance were Village Treasurer David Kuenzi, Village Administrator Karl Frantz, Police Chief Dennis Pine, Department of Public Works Chief Denny Lybeck, Crew member Mark Stumpf, Emergency Services Coordinator David Sykes and Village Clerk Cokie Albrecht. No visitors were in the audience.
3. **Statement of Public Notice** Karl Frantz confirmed the meeting had been properly posted and noticed.
4. **Procedures Orientation** There was none this evening.
5. **Appearances and Communications** There were none this evening.
6. **Board Matters**
 - A. **Payment of Bills** Mr. Kuenzi reviewed the bills and recommended their approval. Mr. Benforado moved and Ms. Borisy-Rudin seconded a motion to approve the payment of the end of July bills in the amount of \$35,220.33 and \$494,783.40 for August expenses, for a total of \$530,003.73. Motion passed unanimously.
Ms. Center arrived at 7:08 pm.
 - B. **Consent Agenda**
 - i) **Approve July 16, 2012 Board minutes**
 - ii) **Street use permits—Literacy Network Run/Walk, October 14, 2012; block parties on Wellesley Road, September 3, 2012 and Lake Mendota Drive, September 9, 2012**
Mr. Ridders moved and Mr. Benforado seconded a motion to approve the items on the Consent Agenda. Motion passed unanimously.
 - C. **New Business Motions and Resolutions**
 - i) **Resolution R-2012-18 Consider revisions and additions to building fee schedule: demolition permit fees** Mr. Benforado moved and Mr. Sundquist seconded a motion to modify the permit fees for demolishing buildings. The fees for commercial buildings will equal the City of Madison’s commercial demo fee schedule. The demolition fee for single family homes will be \$150. The change in the fees will be effective today. Motion passed unanimously.
 - ii) **Consider approval of revised right of way agreement with 700 University Bay Drive, LLC** Mr. Ridders moved and Ms. Center seconded a motion to approve the revised right of way agreement with 700 University Bay Drive, LLC. Motion passed unanimously.

iii) Consider agreement with KepSafe Solutions for online payment of parking tickets and citations Mr. Benforado moved and Mr. Imes seconded a motion to approve the agreement with KepSafe Solutions. Motion passed 5-1, with Ms. Borisy-Rudin voting no.

iv) Consider awarding bid for Blackhawk Country Club bioretention basin construction and authorize Village Administrator to sign contracts Mr. Ridders moved and Ms. Borisy-Rudin seconded a motion to award the contract to construct three bioretention basins at the Blackhawk Country Club (BCC) to Corex Excavation & Construction, with a base bid of \$99,865. Mr. Frantz will ask BCC to agree to the terms of a side letter which will: acknowledge the Village will construct the basins (which will be partially funded with a \$27,950 stormwater grant from the DNR); state the Country Club will maintain the basins once they are constructed; further state that if BCC fails to do so, it will allow the Village to do the required maintenance. Motion passed unanimously.

v) Consider purchase of new mower Ms. Borisy-Rudin moved and Mr. Sundquist seconded a motion to authorize the purchase of a Goundsmaster 7210 mower, with a MVP kit, at a total price of \$15,457.33. The mower will be purchased with General Fund dollars that are expected to be available since \$25,000 budgeted for chip sealing will not be spent this year. Motion passed unanimously.

D. Appointments

i) Non-resident member to Waterfront Committee – Dan Rogge The Trustees unanimously agreed to the appointment of Dan Rogge to fill the non-resident vacancy on the Waterfront Committee.

7. Reports of Officials and Committees

A. Village President

i) “Municipality” articles Mr. Sundquist asked the Board to consider two “Municipality”: articles included in the Board packet regarding: 1) copyright infringement for the unauthorized use of music and 2) sustainability honors.

ii) Update on Stone House development Mr. Sundquist said the project is moving ahead—the developers plan to close on the property in September, with construction to begin shortly afterward.

B. Village Administrator

i) Transient merchant regulations In response to the discussion at the July Board meeting, Mr. Frantz sought a legal opinion about requiring soliciting to end at 8:00 pm. He learned the Village did not have legal standing to do so—soliciting should be allowed until 9:00 pm.

ii) Pyare Square project The developers are working on obtaining an air easement from the State. Mr. Frantz expects to receive the developer’s TIF request soon.

iii) Walnut Grove project Flad Development is moving ahead with the project, which they envision will include the demolition of the Walnut Grove shopping center and the construction of three new buildings providing 10,000 square feet of retail space and 64 market-rate apartment units. At the Village’s request, Mr. Flad has explored the possibility of including affordable housing units in the development and has indicated no assistance for them is available from WHEDA.

C. Personnel Committee The Committee met on August 1, 2012 and plans to meet again on September 12, 2012. The Committee is exploring the feasibility of establishing a standing meeting date the second Wednesday of the month at 7:00 am.

D. Finance Committee The Committee plans to meet twice in September and October, to work on the 2013 Budget. Mr. Benforado asked the Trustees to bring ideas for 2013 expenses now, for consideration while the budget is being developed.

E. Plan Commission The Commission did not meet in August.

F. Public Works Committee

i) Shorewood Boulevard parking Ms. Center said the Committee decided against recommending to the Board a change in the parking regulations on Shorewood Boulevard, as requested by the Shorewood Hills School PTO. The members felt the proposed changes would not be as safe as the present arrangements.

ii) Post Farm Park The Committee is considering proposed changes to the Post Farm Park, including the clean-out of the ditch along the railroad track, rerouting of the bike path, and reconfiguration of facilities to deal with traffic and parking issues.

G. Public Health and Safety Committee Nothing to report.

H. Parks Committee Nothing to report.

I. Pool Committee Ms. Center reported the 2012 pool season was a great success. The new moss system is not working as expected and alternatives are being explored.

J. Services Committee The Committee will meet September 5, 2012.

K. Waterfront Committee Nothing further to report.

8. Adjourn Meeting adjourned at 8:31 pm.

Respectfully submitted,

Colleen Boyle Albrecht
Village Clerk