

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

Draft Meeting Minutes
Monday, May 20, 2013

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 Dave Benforado, Felice Borisy-Rudin, John Imes, Bob Hurley and Barbara Center. Tim Rikkens was excused. Also in attendance were Village Treasurer David Kuenzi, Village Administrator Karl Frantz, Fire/EMS Chief Keith Anderson, DPW Chief Denny Lybeck, Police Chief Denny Pine, Emergency Services Coordinator David Sykes and Deputy Clerk Karla Endres. Approximately 30 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 tonight.
5. **Appearances and Communications**

Brad Viegut of Baird distributed a summary of the results of the bidding on the Village's 2013 borrowing awarded this morning: the interest on the Note Anticipation Note (NAN) came in at .9297%; the bond borrowing was at 2.8799%. Mr. Viegut said the borrowing rates were lower than estimated, in part because the Village's continued Standard and Poor's rating of AA+ was attractive to the bond buyers. Mr. Viegut distributed a summary of Standard and Poor's determination, which indicated several factors contributed to the excellent rating: Shorewood Hills' location in the stable Madison metropolitan area employment base; the community's diverse tax base and relative wealth; and the Village's management, including its comfortable fund balance and secure financial policies.
6. **Board Matters**
 - C. Presentation of Fire/EMS service delivery options and ramifications** (agenda item taken out of order) Mr. Frantz provided a PowerPoint presentation of the issues facing the Village's volunteer fire protection and ambulance services, a recent history of steps taken to deal with those issues, and the terms, costs, and pros and cons associated with the two options now being considered: supplementing the Village's present volunteer service with a larger professional full time Fire/EMS staff, or contracting with the City of Madison for the provision of Fire/EMS. A copy of the presentation is included as a supplement to these minutes.
 - i) Public questions/comments** Several residents had questions about the details of the arrangement with Madison and the potential loss of the services and intangible benefits the present Fire/EMS volunteers provide the Village.
 - ii) Board deliberation and possible recommendations/actions** Mr. Hurley moved and Ms. Borisy-Rudin seconded a motion for the Village to pursue the finalization of a contract with the City of Madison for the provision of Fire/EMS on a long term basis. Motion passed unanimously.

Mr. Sundquist suggested that the Village include an article in the Bulletin calling for volunteers interested in serving on an ad hoc committee which would be charged with developing a list of the services and intangibles that will no longer be provided if the Village's present Fire/EMS were eliminated, prioritizing those services/intangibles, and proposing ways to maintain them.

D. Ordinances

i) First and possible second reading of an Ordinance L-2013-2 changing the zoning classification of property located at 4610 University Avenue from C-2(P) Commercial District Planned Overlay to Planned Unit Development (PUD) The zoning change the Village approved for the Pyare Square property last year has expired. The developer, Scott Frank, now would like to proceed with the Oak Park Place project, essentially as initially approved. The Plan Commission recommended that the Board again approve the rezoning. Mr. Benforado moved and Ms. Borisy-Rudin seconded a motion to waive the first and second readings of [Ordinance L-2013-2](#). Motion passed unanimously.

E. New Business Resolutions and Motions

iii) Resolution R-2013-10 Approving Specific Development Plan for property located at 4610 University Avenue (agenda item taken out of order) Mr. Benforado moved and Mr. Sundquist seconded a motion to approve [Resolution R-2013-10](#). Motion passed unanimously.

A. Payment of Bills Mr. Kuenzi had some concerns about the bills paid with the new Chase credit card: 1) the report the Board received indicated that all the charges were incurred on the same date, which is not accurate; 2) there is delay from the time the expenses are incurred and when they appear on the Board Bill report; 3) the Chase bills have to be manually inputted rather than downloaded, resulting in additional staff labor and the possibility of error. The Trustees asked Mr. Kuenzi and staff to work together to address his concerns. Mr. Kuenzi reviewed the bills and recommended their approval. Mr. Benforado moved and Mr. Sundquist seconded a motion to approve the payment of the end of April bills in the amount of \$65,330.89 and \$208,569.22 for May expenses, for a total of \$273,900.11. Motion passed unanimously.

B. Consent Agenda

i) Approve [April 16, 2013](#) regular and closed session minutes

ii) Street use permit –Try-it, July 4, 2013

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

E. New Business Resolutions and Motions

ii) Resolution R-2013-8 awarding the sale of \$3,200,000 taxable general obligation corporate purpose bonds Mr. Benforado moved and Mr. Hurley seconded a motion to approve [R-2013-8](#). Motion passed unanimously.

iii) Resolution R-2013-9 authorizing the issuance of \$3,020,000 general obligation promissory notes and the issuance and sale of \$3,200,000 note anticipation notes in anticipation thereof Mr. Benforado moved and Mr. Hurley seconded a motion to approve [R-2013-9](#). Motion passed unanimously.

iv) Accept letter of credit from Park Bank pertaining to Walnut Grove project Mr. Sundquist moved and Ms. Borisy-Rudin seconded a motion to accept the letter of credit from Park Bank. Motion passed unanimously.

v) Purchase of Public Works truck Ms. Borisy-Rudin moved and Mr. Imes seconded a motion to purchase a 2013 Ford F650 gas engine truck at a cost of \$50,426, with the addition of a dump box, plow and salter at a cost of \$37,500, for a total purchase price of \$87,926, if the 2013 truck model is available. Motion passed unanimously.

vi) Consider changes in distribution of Bulletin and postal delivery Ms. Borisy-Rudin moved and Ms. Center seconded a motion to return to the practice of mailing a paper copy of the Bulletin to each Village household, including the use of the opt-out system that was in place previously—those who prefer to read the Bulletin on-line would not receive a paper copy. The 2013 subscription price will be refunded to those who paid for it. Motion passed 5 – 1 with Mr.

Benforado voting no. He expressed concern about the cost, felt there is merit in going paperless, and that the Village should use an opt-in system instead.

F. Appointments Mr. Sundquist reappointed the Trustees to their current committee positions:

Plan Commission:	Mark Sundquist, Chairperson Dave Benforado, Trustee Member
Blackhawk Country Club Liaison: Finance Committee	Tim Ridders, Chairperson Dave Benforado, Chairperson Mark Sundquist, Trustee Member
Parks Committee	Tim Ridders, Chairperson
Personnel Committee	John Imes, Chairperson Barbara Center, Trustee Member
Pool	Barbara Center, Trustee Member
Public Health & Safety Committee	Bob Hurley, Chairperson
Public Works Committee	Barbara Center, Chairperson
Recreation Committee	Felice Borisy-Rudin, Chairperson
Services Committee	Felice Borisy-Rudin, Chairperson
Village Treasurer	David Kuenzi

The following members of the Finance Committee were reappointed: Karl Wellensiek and Gard Strother with terms ending 2015 and Fred Wade with a term ending 2016.

Ms. Borisy-Rudin was excused at 10:50 pm.

7. Reports of Officials and Committees

A. Village Administrator Mr. Frantz reported the repaving of Oxford Road, Swarthmore Road and the south end of Columbia Road was completed. The reconstruction of Marshall Court is continuing.

D. Finance Committee Village Accountant Renee Meinholz of Baker Tilly presented the results of the 2012 audit. The Committee recommended that the Board approve the 2012 Financial Statement. Ms. Meinholz will appear at the June, 2013 Board meeting to discuss the report.

E. Plan Commission The Commission determined Flad Development's proposed change to the Walnut Grove project—the inclusion of a drive-up window for a bank tenant—is a major change to the PUD and will require Trustee action. Mr. Flad will present the proposed change at the next Board meeting.

J. Pool Committee Ms. Center reported that the swim and dive team enrollments are significantly up this summer. She is hopeful the system to award Pool scholarships is standardized by next year. The canopy near the Concession Stand will be installed soon. The ditch clean-out project will go to bid soon, with the project to start after the Pool closes this fall.

The remaining committees had nothing further to report.

8. Adjourn Meeting adjourned at 11:02 pm.

Respectfully submitted,

Colleen Boyle Albrecht
Village Clerk