

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

Draft Meeting Minutes
Monday, July 15, 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 Felice Borisy-Rudin, John Imes, Barbara Center and Tim Ridders. Bob Hurley arrived later. David Benforado was excused. Also in attendance were Village Treasurer David Kuenzi, Village Administrator Karl Frantz, Police Chief Denny Pine, Fire/EMS Chief Keith Anderson, Emergency Services Coordinator David Sykes and Village Clerk Cokie Albrecht. Six 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** There was none.

At 7:09 pm Chief Anderson and Mr. Sykes left to respond to an emergency call. They did not return to the meeting.

6. **Board Matters**

C. New Business Resolutions and Motions (agenda item taken out of order)

i) Consider approval of Conditional Use Permit for window dormer at 3414 Lake Mendota Drive The owners of the property at 3414 Lake Mendota Drive, Jack and Tracy Koziol, plan to convert an attic into additional living space. The proposed dormer window would provide the egress required by code. It would not impact neighbors' views of the lake. The Plan Commission recommended approval of the permit. Mr. Ridders moved and Mr. Imes seconded a motion to approve the Conditional Use Permit for the construction of the dormer at 3414 Lake Mendota Drive. Motion passed unanimously.

Mr. Hurley arrived at 7:08 pm.

iii) Resolution R-2013-14 approving an intergovernmental agreement with the City of Madison for the provision of fire protection and EMS services and authorizing the Village President and Village Clerk to execute the agreement and for Village staff to take the steps necessary to implement the transition (agenda item taken out of order) Village Attorney Matt Dregne of Stafford Rosenbaum presented a final version of the agreement between the Village and the City of Madison. He highlighted the changes made to the document since the Trustees reviewed the previous draft at the June 17, 2013 Board meeting. The City of Madison Common Council will consider the agreement at its meeting tomorrow night, July 16, 2013. Mr. Hurley moved and Mr. Ridders seconded a motion to approve [Resolution R-2013-14](#). Motion passed unanimously.

ii) Resolution R-2013-13 authorizing the issuance and sale of \$3,060,000 general obligation refunding bonds Brad Viegut of Baird distributed a summary of the bids received today for \$3,060,000 in General Obligation Refunding Bonds to refinance the NAN. The low bid was from Bernardi Securities, Inc., at 3.37%. Mr. Viegut also handed out a credit profile prepared by Standard and Poors in which it outlined the rationale for the continuation of the Village's credit rating of AA+. Ms. Borisy-Rudin moved and Mr. Sundquist seconded a motion to approve [Resolution R-2013-13](#). Motion passed unanimously.

B. Consent Agenda

i) Approval of June 17, 2013 regular session Board minutes

ii) Street use permits

iii) Class B Beer/Class C Wine - Conscious Carnivore, 3236A University Avenue

Ms. Borisy-Rudin moved and Mr. Rikkers seconded a motion to approve the items on the Consent Agenda with the exception of the liquor license for the Conscious Carnivore. Motion passed unanimously.

Mr. Frantz said the Conscious Carnivore is a butcher shop moving into the Shorewood Shopping Center. The owners have applied for a liquor license because they plan to serve beer and wine at their cooking classes. Ms. Borisy-Rudin moved and Ms. Center seconded a motion to approve Item 6Biii on the Consent Agenda, the Class B Beer/Class C liquor license for the Conscious Carnivore. Motion passed unanimously.

A. Payment of Bills Mr. Kuenzi reviewed the bills and recommended their approval. Ms. Center moved and Mr. Imes seconded a motion to approve the payment of the end of June bills in the amount of \$56,188.56, \$24,137.78 for the Chase MasterCard bill, and \$1,263,489.05 for July expenses, for a total of \$1,343,815.39. Motion passed unanimously.

D. Appointments

At the June 17, 2013 Board meeting, Ms. Borisy-Rudin and Ms. Center volunteered to serve as alternates to the Board of Review (BOR). Staff subsequently learned that Village ordinance limits the number of alternates to two. Ms. Center volunteered to step down; by consent of the Trustees, Ms. Borisy-Rudin was appointed the second alternate to the BOR.

7. Reports of Officials and Committees

A. Village President Mr. Sundquist had nothing further to report.

B. Police Chief Dennis Pine Chief Pine reviewed the status of the investigation into the rash of burglaries in the Village. A suspect is in custody. Chief Pine said there has been no forced entry—the burglaries have all involved unlocked cars and houses. He encouraged residents to lock their doors.

C. Village Administrator

i) Status of Police house check and claim against Village Jess Reed, 2704 Harvard Drive, is suing the Village in response to a security check at his residence requested by the former owners of the property. Village Attorney Ted Waskowsky of Stafford Rosenbaum, is handling the case. The Village has revised the security check procedures: now when a property is sold, Village administration will do its best, if made aware of the ownership change, to notify the Police Department of the change. However, it may not always be possible to do so.

ii) Status of Pool membership closure Mr. Frantz said that the Pool is at capacity and no new memberships, including those from Village residents, are being accepted in 2013. The Pool Committee will consider a policy about closing the memberships and will make a recommendation to the Trustees for implementation next year, if needed.

iii) Status of Oak Park Place Continuum of Care project Scott Frank, the owner of the proposed development at the Pyare Square Building, has indicated he will request TIF funds from the Village to assist with the financing of the project.

iv) Status of Ronald McDonald House project Representatives of the Ronald McDonald House met with Village staff regarding the proposed expansion of the building. Mr. Frantz said he reiterated that a PILOT agreement will be expected prior to the Village's approval of a zoning change.

E. Services Committee The Committee is considering the need/feasibility of purchasing backup generators for the Tally Ho booster station, Village Hall and Community Center.

J. Recreation Committee The Committee is looking into the installation of playground equipment at Post Farm Park. The members are also evaluating the need to regulate the use of Village parks by for-profit businesses. The Services Committee will be asked to consider the issue.

K. Parks Committee The Committee is working on the installation of the wood carving at Four Corners Park. The fundraising for it is ongoing.

The remaining committees had nothing further to report.

Closed Session At 8:55 pm, Mr. Sundquist announced that the Board would consider going into Closed Session as per §19.85(1)(e) and (f), due to bargaining reasons and to confer with legal counsel regarding litigation in which the Village is or is likely to be involved 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 (Stone House Development advertising practices). The roll call vote was: Mr. Sundquist – yes; Ms. Center – yes; Ms. Borisy-Rudin – yes; Mr. Ridders – yes; Mr. Imes – yes; and Mr. Hurley – yes. Mr. Dregne, Mr. Kuenzi, Mr. Frantz and Ms. Albrecht were asked to stay. The remaining attendees left the meeting.

While in Closed Session the Trustees discussed the marketing of the Stone House apartment building on Marshall Court.

Open Session At 9:55 pm, Mr. Sundquist announced that the Board would return to Open Session as per Section 19.85(2) and adjourn. The roll call vote was: Mr. Sundquist – yes; Ms. Center – yes; Mr. Ridders – yes; Mr. Imes – yes; Ms. Borisy-Rudin – yes and Mr. Hurley – yes.

8. Adjourn Meeting adjourned at 9:55 pm.

Respectfully submitted,

Colleen Boyle Albrecht
Village Clerk