

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

Draft Meeting Minutes
Monday, August 19, 2013

1. **Call to Order** Village President Mark Sundquist called the meeting to order at 7:01 pm.
 2. **Roll Call** Members of the Board present were Mr. Sundquist and Trustees Tim Ridders, Dave Benforado, Felice Borisy-Rudin, John Imes, and Barbara Center. Bob Hurley was excused. Also in attendance were Village Treasurer David Kuenzi, Village Administrator Karl Frantz, DPW Chief Denny Lybeck, Police Chief Denny Pine, Fire/EMS Chief Keith Anderson, Emergency Services Coordinator David Sykes, Forester Corey George and Village Clerk Cokie Albrecht. Four 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 were none.
 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 \$110,206.42 and \$2,629,682.70 for August expenses, for a total of \$2,739,889.12. Motion passed unanimously.
 - B. **Consent Agenda**
 - i) **Approval of July 15, 2013 regular and closed session minutes**
 - ii) **Street use permits**
 - a) **Literacy Network Run/Walk, September 22, 2013**
 - b) **Oxford Road Block Party, September 2, 2013**
 - c) **Wellesley Road Block Party, September 2, 2013**
 - iii) **Solicitors Permits**
 - a) **Eric Prudent – WISPIRG Fund for the Public Interest**
 - b) **Thomas Letzing – WISPIRG Fund for the Public Interest**
 - c) **Russell Preiffer – WISPIRG Fund for the Public Interest**
 - c) **Jessica Bevis – WISPIRG Fund for the Public Interest**
 - d) **Rachel Basel – Guttersmiths**
- Mr. Benforado moved and Ms. Center seconded a motion to approve the Consent Agenda items. Motion passed unanimously.
- C. **New Business Resolutions and Motions**
 - ii) **Consider bids and award contract for bike path and ditch clean out project** (agenda item taken out of order) Village Engineer Brian Berquist of Town and Country Engineering distributed a memo dated today regarding the bike path construction and railroad ditch maintenance project planned along the tracks south of the pool. He reviewed the bid opening that had occurred this morning: only one bid was received and

it was significantly higher than estimated. Mr. Berquist recommended that the Board reject the bid and re-bid the project in ~ January for spring construction. The two grants awarded the project have sunset dates but those can be extended. Ms. Center moved and Mr. Sundquist seconded a motion to reject the bid received this morning and re-bid the project in early 2014. Motion passed unanimously. The Trustees ask Mr. Berquist to check with the Dane County Highway Department to see if it would help with the project.

iii) Consider intergovernmental agreement with Dane County for purchase of election equipment and software Ms. Borisy-Rudin moved and Mr. Imes seconded a motion to enter into an intergovernmental agreement with Dane County for the purchase of a new voting machine. The Village's portion of the purchase, approximately \$2,875, will be entirely paid in 2014 rather than in three annual installments. Motion passed unanimously.

iv) Consider purchase of generator for booster station The Services Committee unanimously recommended that the Trustees approve the purchase of a generator for the Tally Ho booster station. The generator will ensure that water will be available for fire fighting on the top of the hill in the event of a power outage. Ms. Borisy-Rudin moved and Mr. Ridders seconded a motion to use capital borrowing funds to purchase a 50KW natural gas generator for the Tally Ho booster station at a cost not to exceed \$51,000. Motion passed unanimously.

v) Consider how to proceed with Blackhawk Country Club (BCC) lease negotiations and progress to date At 7:31 pm. Mr. Ridders recused himself since he is a member of the country club. He left the Board Table and joined the audience. Mr. Sundquist said that the Trustees will need to decide how to proceed with the negotiations—the entire Board could be involved or an ad hoc committee could be created to represent the Village. The Trustees decided to table the discussion until the next meeting when it can be posted as a closed session item. Mr. Ridders rejoined the Board Table at 7:36 pm.

D. Appointments There were none this evening.

7. Reports of Officials and Committees

A. Village President Mr. Sundquist said the annual Recognition Dinner this year will honor the Village's firefighters and EMTs.

B. Village Administrator

i) Status of Fire/EMS transition plan Mr. Frantz said Chief Anderson and Mr. Sykes have developed a transfer plan and are meeting with him weekly to implement it.

ii) Tree carving project update To date almost \$5,000 has been donated to cover the approximately \$7,000 cost of the Four Corners wood carving project. The Shorewood Hills Community League and Shorewood Hills Foundation have each agreed to contribute a portion of the balance. The sculpture will be installed in the park next week.

iii) Oak Park Place project update Mr. Frantz said the developer is still interested in pursuing the project and will be asking for TIF support.

iv) University Avenue Corridor Workshop Mr. Frantz said that at a meeting to be held at Village Hall on September 12, 2013, consultants will present the various options identified by the study for dealing with University Avenue traffic issues.

D. Personnel Committee The Committee will meet on September 4, 2013.

F. Finance Committee The members plan to meet twice in September and October as they consider the 2014 budgets.

H. Public Works Committee A planner hired by the Madison Metropolitan School District is looking at traffic issues around Shorewood Hills School. The Committee is working on the 2014 road projects.

J. Recreation Committee The Committee has discussed the installation of a play structure in Post Farm Park

K. Parks Committee The Committee will meet tomorrow.

The remaining committees had nothing further to report.

6 **Board Matters**

C. New Business Resolutions and Motions

i) **Closed Session** At 7:53 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 (Police security check claim for Jess Reed, 2704 Harvard Drive) The roll call vote was: Mr. Sundquist – yes; Ms. Center – yes Mr. Benforado – yes; Mr. Ridders – yes; Mr. Imes – yes; and Ms. Borisy-Rudin – yes. Village Attorney Ted Waskowski of Stafford Rosenbaum, Chief Pine, Mr. Kuenzi, Mr. Frantz and Ms. Albrecht were asked to stay. The remaining attendees left the meeting.

While in Closed Session the Trustees developed a plan to resolve the potential lawsuit against the Village filed by resident Jess Reed, 2704 Harvard Drive, and agreed that the security check form and procedures would be revised as necessary.

Open Session At 8:19 pm Mr. Sundquist announced that the Board would return to Open Session as per Section 19.85(2) to address any business that may be the result of discussions conducted in Closed Session. Mr. Sundquist – yes; Ms. Center – yes Mr. Benforado – yes; Mr. Ridders – yes; Mr. Imes – yes; and Ms. Borisy-Rudin – yes.

8. **Adjourn** Meeting adjourned at 8:20 pm.

Respectfully submitted,

Colleen Boyle Albrecht
Village Clerk