

# Village of Shorewood Hills Board of Trustees Meeting

Draft Meeting Minutes  
Monday, September 16, 2013

1. **Call to Order** Village President Mark Sundquist called the meeting to order at 7:02 pm.
2. **Roll Call** Members of the Board present were Mr. Sundquist and Trustees Bob Hurley, Tim Rikkers, Dave Benforado, Felice Borisy-Rudin, John Imes and Barbara Center. Also in attendance were Village Treasurer David Kuenzi, Village Administrator Karl Frantz, Police Chief Denny Pine, Fire/EMS Chief Keith Anderson and Village Clerk Cokie Albrecht. Three visitors were in the audience. Forester Corey George arrived later.
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** Kathleen Fullin, Co-President of the League of Women Voters of Dane County located at 2712 Marshall Court, asked the Trustees to consider the organization's request for a \$300 reimbursement as detailed in her August 22, 2013 letter to Mr. Frantz. The League contends that the vibrations caused by the street construction on Marshall Court contributed to the failure of its computer. The Trustees concluded that causality would be difficult to prove. Instead, they suggested that the League arrange with Mr. Frantz to run an article about the organization in the Village Bulletin with the expectation that the donations/memberships the article may generate would cover the \$300 expense.
6. **Board Matters**
  - A. **Payment of Bills** 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 August bills in the amount of \$113,216.43 and \$499,130.79 for September expenses, for a total of \$612,347.22. Motion passed unanimously.
  - B. **Consent Agenda**
    - i) **Approval of August 19, 2013 regular and closed session minutes**
    - ii) **Street use permits**
      - a) **Tally Ho Block Party, September 22, 2013**
      - b) **Lake Mendota Drive Block Party, September 29, 2013**
      - c) **Huffin' for Habitat Run, September 22, 2013**Ms. Center moved and Mr. Imes seconded a motion to approve the Consent Agenda items. Motion passed unanimously.
  - C. **New Business Resolutions and Motions**
    - i) **Consider request of League of Women Voters to be partially reimbursed for the cost of computer replacement they attribute to street construction vibrations** The Trustees took no further action on this agenda item.
    - ii) **Consider recommendation of the Recreation Committee to devote a portion of the Fire/DPW building for use as a book exchange library** Ms. Borisy-Rudin said the Recreation Committee supports the use of space at the Fire/DPW building for a volunteer-run book exchange program and community social area. The service would be developed after space is freed up by the termination of the intern program in June, 2014. The Trustees agreed the concept would be included as a possible option as the uses of the building are considered in the upcoming months.

**iii) Consider hire of part time police officer** Mr. Ridders moved and Mr. Hurley seconded a motion to hire Tim Dostalek as a part time police officer to replace Andy Marks who is moving out to state. He will be paid the part time officer wage rate. Motion passed unanimously.

**iv) Consider recommendation of Recreation Committee to retain services of Kristen Bodurtha to develop a plan for a playground area in the Post Farm Park in an amount not to exceed \$1,000** Ms. Borisy-Rudin moved and Mr. Benforado seconded a motion to hire Ms. Bodurtha to develop a plan for a nature-based playground space in the Post Farm Park at a cost not to exceed \$1,000. After discussion, the motion was withdrawn: the Trustees were concerned the proposal was open-ended and there was uncertainty about deliverables. Mr. Frantz indicated he will work on the idea and will develop options and potential costs for the Board's consideration at a future meeting.

**D. Appointments** There were none this evening.

## 7. Reports of Officials and Committees

### B. Village Administrator

**i) Tree carving project update** The sculpture has been erected at Four Corners Park. Mr. George distributed photos of it in its permanent location. The total cost of the project was \$8,106; \$7,058 in donations was collected, including \$1,300 from the Four Corners Committee for the purchase of the lumber. The \$1,047 difference will be covered by equal contributions from the Shorewood Hills Foundation and Shorewood Hills Community League. The Trustees expressed their appreciation to the many parties involved including the donators, Mr. George, Mr. Ridders, sculptor Jamie Doeren ('Sculpture by Doeren'), Village resident and contractor, Dave Martin of Ideal Builders, structural engineer MP-Squared, and the DPW crew.

**ii) Fire/EMS transition update** The contract with the City of Madison for the provision of Fire/EMS to the Village will take effect October 1, 2013. A press conference about the new contract will be held at the Fire/DPW Building on October 2, 2013 at 2:00 pm. Representatives from the City and the Village will speak. All are welcome to attend. Chief Anderson met with a fire equipment appraiser to establish values for the Village's property. On October 6, 2013 the Village Fire Department will take the lead in the annual Fire Prevention Week Parade on State Street and Capitol Square.

**iii) Condemnation status of 3206 Oxford Road** The property has deteriorated to a condition that is unsafe. The owner, James Cottingham, who lives in Florida, has been notified that he must either bring the structure to a habitable state or sell it.

**C. Personnel Committee** The Committee recommended the hire of the part time police officer; is working on the 2014 wage and benefit package; will meet with staff on October 2, 2013.

**E. Finance Committee** Village finances as projected to the end of 2013 look good. The members are working on the 2014 budget; one consideration is how best to handle the expected one-time revenue from the sale of the Fire/EMS equipment.

**G. Public Works Committee** A couple Arbor Crossing residents have requested Village parking permits. The Committee agrees that, given the limited parking on Marshall Court now, it will not be possible to issue permits to residents there. Underground parking is provided by Stone House. The members will look at revising Village ordinances to clarify what is a residential street. The Committee is working on the 2014 road projects, which will include Wellesley and Dartmouth Roads; in October the members will walk those streets with the residents to inform them of the process and obtain their input.

**I. Recreation Committee** Member Santhia Brandt described the Committee's vision for the book exchange library. She asked the Trustees to keep the concept in mind when planning for the future uses of the Fire/DPW Building.

**J. Parks Committee** The Committee is developing an emerald ash borer policy for the Board's consideration.

**K. Pool Committee** The Pool had a successful season. Ms. Center mentioned that there is significant interest in the Madison swimming community in the provision of an indoor pool; if the Village were interested in pursuing the idea, there may be outside funding available. The difficulty with obtaining insurance for a dome structure and the impact of year-round traffic on the streets near the Pool are problematic, however.

**The remaining officials/committees had nothing further to report.**

**Closed Session** At 8:38 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 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 (Blackhawk Lease Negotiations). The roll call vote was: Mr. Sundquist – yes; Mr. Benforado – yes; Mr. Rikkers – yes; Mr. Imes – yes; Ms. Center – yes Ms. Borisy-Rudin – yes and Mr. Hurley – yes. Mr. Frantz and Ms. Albrecht were asked to stay. The remaining attendees left the meeting. Mr. Rikkers recused himself because he is a member of the Blackhawk Country Club. The consensus of the Trustees was to allow him to listen to the discussion but not participate in it. Mr. Rikkers moved to a seat in the audience at 8:39 pm.

While in Closed Session the Trustees discussed the process to handle the negotiation of the Blackhawk Country Club lease.

**Open Session** At 9:22 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. The roll call vote was: Mr. Sundquist – yes; Mr. Benforado – yes; Mr. Rikkers – yes; Mr. Imes – yes; Ms. Center – yes Ms. Borisy-Rudin – yes and Mr. Hurley – yes.

**8. Adjourn** Meeting adjourned at 9:22 pm.

Respectfully submitted,

Colleen Boyle Albrecht  
Village Clerk