

**Village of Shorewood Hills  
Board of Trustees Minutes  
Monday, August 17, 2020**

**1. Called to Order** Village President David Benforado called the meeting to order at 7:00 pm via Zoom.

**2. Roll Call** Members of the Board present were Mr. Benforado and Trustees John Imes, Tracy Bailey, Shabnam Lotfi, Cokie Albrecht, Laura Valderrama and Village Treasurer Sean Cote. Trustee Scott Friedman joined later. Also in attendance were Village Administrator Karl Frantz, Administrative Services Manager/Deputy Clerk David Sykes, DPW Crew Chief Mike Meier, Police Chief Aaron Chapin and Village Clerk Karla Endres. Matia Sulis and Barbara Illman also joined by phone call.

**3. Statement of Public Notice** Karl Frantz stated the meeting has been properly noticed.

**4. Procedures Orientation –**

**i) Review of Wisconsin open meeting law and discussion** – Explained the purpose of the Facebook live feed is for a passive purpose. There was a brief discussion on holding a discussion on an item that is not listed on an agenda and continuing to abide by open meeting law.

Ms. Valderrama gave the example that she would like to address individuals that would like to speak at a Board meeting even if they are not on the agenda for that particular meeting to be transparent.

There was discussion on clarifying a walking quorum or having discussions unknown to the public and how to avoid situations like that.

**5. Appearances and Communications** –None.

**6. Board Matters**

**A. Payment of Bills**

Mr. Cote reviewed the bills and recommended ratifying the July prepaids in the amount of \$25,524.07 and the August board bills in the amount of \$270,049.90 for a total of \$295,573.97.

Mr. Imes moved and Ms. Bailey seconded a motion to approve the July prepaids in the amount of \$25,524.07 and the August board bills in the amount of \$270,049.90 for a total of \$295,573.97.

Ms. Lotfi requested that Village purchases avoid Amazon as a vendor as much as possible and shop locally. Motion passed 6-0.

**B. Consent Agenda**

**i. Regular Board meeting minutes of July 20-** Deferred until September 21 Board Meeting.

**C. Ordinances**

**i. First reading of an ordinance L-2004-5 Amending Section of the Zoning Code Article J Supplemental Regulations Section 10-1-100 to allow the keeping of bees and creating Section 17.06 (9) of Chapter 17 Licensing of Dogs and Cats and Licensing of Animals requiring issuance of a permit for beekeeping.**

Mr. Benforado gave a brief background on beekeeping. He also stated there would be a one-year grandfather for those that currently have hives.

Mr. Imes moved and Ms. Albrecht seconded a motion to approve the first reading of ordinance L-2004-5. Motion passed 6-0.

**ii. Third reading of an ordinance L-2020-4 Amending Chapter Ten Article J of the Zoning Code Supplemental Regulations, pertaining to Accessory Uses and Structures**

Mr. Imes moved and Ms. Bailey seconded a motion for approval of the third reading of ordinance L-2020-4. Motion passed 6-0.

**D. New Business Resolutions and Motions-** None.

**E. Appointments-** None.

**7. Reports of Officials and Committees**

**A. Village President-** None.

**B. Village Administrator-**

**i. Election Recap- Village Clerk Karla Endres** – Ms. Endres gave a brief summary of the August election and information about the November General Election.

**C. Police Chief-**

**i) Report on Town Hall meeting concerning burglary and theft issues-** Aaron Chapin gave a brief summary of the meeting and that it was well received from residents. He updated the Board that the police garage had an air conditioner installed. The Police Department has also joined Nextdoor Neighbor as a platform to connect with residents.

**D. Personnel Committee-** Did not meet.

**E. Finance Committee-** Did not meet.

**F. Plan Commission-**

**i. Report on roof height limits and possible changes-** The Plan Commission is working to correct the zoning code regarding roof height limits.

**ii. Report on comprehensive plan progress-** MSA is working on responses to the comprehensive plan. Mr. Benforado explained that the mapping for MSA allows comments to be added for planning purposes.

**G. Public Works Committee-**

**i. Bridge Update and Public Involvement Plan-** KL Engineering attended the meeting to discuss the bridge reconstruction. The Committee discussed the necessity of the bridge, comments of the Committee and the redirecting of traffic as an option but no decisions were made. There will be public information meetings and hearings that will be publicized on multiple platforms.

Ms. Bailey also gave a brief update on the speed humps on Edgehill Drive and that they have been well received. There will be signs installed in the near future warning of the speed humps.

**H. Services Committee-**

**i) Bus shelter status report-** They are still on schedule to be constructed this winter. The Committee is finalizing a design.

The Services Committee would like to get their community wide survey out to residents as soon as possible.

**I. Public Health & Safety Committee-** Deferred update until the September 21<sup>st</sup> meeting.

**i) Report on status of Police Department policy review –**

**ii) Update on review of parking regulations at Shorewood Hills Elementary School –**

**J. Recreation/ Parks Committee-** Ms. Valderrama gave a brief summary of the Parks and Recreation Committee joint meeting and that the Parks Committee will review the Recreation Committee's proposal for an unleashed pet exercise area.

Ms. Bailey stated she is reviewing the emails from residents and will bring all comments to the Recreation Committee.

**ii. Regulation of commercial business activities and other users of Village parks and facilities.**

Ms. Valderrama stated it would be beneficial to combine Parks and Recreation Committee's in the future due to the shared interests in the Village.

**K. Ad hoc Disaster Preparedness Committee-** Did not meet.

**L. Ad hoc Social Justice Committee-** Met and is preparing an executive summary for the Board to read based on anti-racism. The Committee is meeting the second and fourth Wednesday of each month.

**M. Ad hoc Stormwater Committee-** Did not meet.

**N. Blackhawk Liaison Committee-** Did not meet.

**O. Pool Committee-** Did not meet.

**P. Waterfront Committee-** Met and discussed a boat in violation of the contract.

**Q. Joint Campus Committee-** Met and discussed the comprehensive plan.

**R. Dane County Lakes and Watershed Commission-** Did not meet.

**8. Please take notice that the committee/panel may adjourn to closed session pursuant to Section 19.85(1)(e) of the Wisconsin State Statutes to for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session 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 (Ronald McDonald House PILOT payment/agreement and TID closure extension).**

**Closed Session:** A roll call vote was taken to go into closed session at 9:14 pm.

**Open Session:** A roll call vote was taken to return to open session at 9:48 pm.  
Mr. Benforado gave a brief summary of the discussion from closed session.

**9. Adjourn**

Meeting was adjourned at 9:50 pm.

Respectfully submitted,

Karla Endres  
Village Clerk

**Next meeting date: September 21, 2020**