

VILLAGE OF SHOREWOOD HILLS
Board of Trustee Meeting Minutes
Tuesday, July 16, 2024 – 7:00 pm
Location: Village Hall – 810 Shorewood Blvd.
Hybrid – Virtual via Zoom

1. Called to Order:

Village President John Imes called the meeting to order at 7:00 pm.

2. Roll Call:

Members Present: Village President John Imes, Carol Barford, Dietmar Bassuner, Bob Falk, Mark Lederer, Shabnam Lotfi and Robb Stankey

Also in Attendance: Village Administrator Brian Mooney, Interim Village Administrator Karl Frantz, Clerk-Treasurer Julie Fitzgerald; Steven Zach (Boardman & Clark); Derek Panches (Stafford Law – *joined meeting at 8:54 pm via Zoom see minutes below*)

3. Approval of Agenda:

M/S Bassuner/Falk to approve the agenda as presented. Motion carried.

4. Statement of Public Notice:

Fitzgerald stated the meeting was properly noticed.

5. Procedures Orientation:

Facebook Live Statement: Imes noted that the meeting was being live-streamed on the Village's Facebook page and any comments provided through Facebook may not be considered contemporaneously by those at the meeting. Comments should be sent to the Village Administrator (bmooney@shorewood-hills.org) and he will disseminate them to the Trustees.

6. Public Comments, Appearances, and Communications:

The following residents spoke to the Board to express their displeasure with the resolution to censure Trustee Lotfi that was on the agenda. All requested that the Board reject the resolution: Kathy Killian, Mike Anderson, Cynthia Kuenzi, Fred Wade, Gloria Beach, Johnny Voegeli (also reading a statement from Mary Etmanczyk), Cara Lee (Sam) Mahaney, Tracy Bailey, Erin Clune, Gaylene Bennett, Cara Coburn Faris, Marilyn Townsend and Rocky VanAsten.

7. Closed Session: Consider moving into closed session pursuant to Wis. Stat. sec. 19.85(1)(g) to confer with legal counsel for the Village who will render legal advice and/or strategy regarding litigation which it is likely to become involved (in particular to a liability claim made against the Village).

M/S Bassuner/Barford to enter closed session including Zach, Mooney, Frantz and Fitzgerald. Upon roll call vote, motion carried 6-1, with Lotfi voting nay. The Village Board went into closed session at 8:02 pm.

8. Return to Open Session:

The Village Board reconvened into Open Session at 8:27 pm.

9. Board Matters:

A. Payment of Bills:

M/S Lederer/Bassuner to approve payment of bills in the amount of \$237,517.43.

Motion carried.

B. Consent Agenda:

- i) Approval of Minutes:
 - a) June 18, 2024 (regular)
 - b) June 25, 2024 (special)
- ii) Block Party Permit: 3400 Block of Crestwood Drive (08-01-24)
- iii) Approve appointments of new election workers
- iv) Approve salary adjustment increase for Assistant Forester by \$3.50 per hour during vacancy period of head Forester position retroactive to 06-09-2024.
- v) Approve lump sum payment for Deputy Clerk Treasurer and Administrative Services Coordinator during vacancy of Clerk-Treasurer position in the amount of \$1,050 each.

M/S Bassuner/Lederer to approve Consent Agenda except for item i)b).

Motion carried.

- i)b) Approval of minutes from June 25, 2024 (special):

Bassuner pointed out that the motions under item 6 in the minutes do not show if the motions carried. Fitzgerald verified with Frantz that all motions had carried, noted the correction and advised the Board that it would be corrected before final posting.

M/S Bassuner/Lederer to approve the June 25, 2024, minutes as amended.

Motion carried.

C. Ordinances:

- i) Third Reading of Ordinance L-2024-02 – Relating to Parking Restrictions on Shorewood Boulevard.

M/S Stankey/Falk to waive the third reading and approve Ordinance L-2024-02 regarding parking restrictions on Shorewood Boulevard.

Motion carried.

- ii) First and possible second reading of Ordinance L-2024-03 – Amending Chapter 15 of the Village Code of Ordinance relating to residential and commercial building codes:

Board members were asked to reference the notes in the meeting packet. This is an administrative decision to expedite the process of reviewing building permits. It would allow the Village's contracted building inspectors (GEC) to submit plans to the State of WI on behalf of the Village. Lotfi stated that she would be voting against this item because she is not in favor of waiving both the first and second readings at the same time.

M/S Bassuner/Barford to waive the first and second reading of Ordinance L-2024-03.

Motion carried.

D. New Business, Resolutions and Motions

- i) Resolution R-2024-04 – Approving borrowing from State Trust Fund in the amount of \$350,000 for Village capital projects and equipment:

Lederer gave an overview of the borrowing agreement included in the meeting packet. Frantz explained that when a relatively small loan amount is needed, borrowing from the State Trust Fund is a better option than a full bond issuance. This loan can be paid off early when the next bond/note issuance is done.

M/S Bassuner/Lederer to approve Resolution R-2024-04 approving \$350,000 borrowing from the State of Wisconsin Trust Fund.

Upon roll call vote, motion carried 7-0.

- ii) Resolution R-2024-05 – Supporting 2024 Safe Streets and Roads Grant Application by Madison MPO (Municipal Planning Organization) Regional Safe Streets Community Safety Enhancement Partnership and commitment to local share:

Falk explained that this opportunity became available a couple of weeks ago. There are three phases to this project. 1) Municipality must develop a safety action plan. 2) Demonstration phase – show how this project would work; i.e. run pilot projects, install temporary infrastructure, etc. 3) Implementation phase – Apply for money to actually implement proposed projects. It is possible to apply as a single municipality, but it is easier to join with the MPO who would submit the grant for several communities in the area. The Village must contribute 20% of the funding requested as either cash or in-kind contributions. The plan is to ask for \$150,000 and Village would pay \$30,000 of that. One project being considered is updating the bicycle lane along Locust Drive. Barford asked if the Locust Drive location was set, or could we potentially choose something else? Also, would there be resources from MPO to guide the planning, or are we on our own? Stankey clarified that Locust Drive was an example of a project that they knew needed to be addressed. Other options could also be considered. Frantz explained that the \$150,000 would be to hire a firm to conduct a study and develop a plan. Then once the plan is developed, the Village could apply for construction grants. Stankey pointed out that our chances of receiving the funding is good as part of the MPO.

8:54 pm – Attorney Derek PUNCHES joined meeting via Zoom.

M/S Falk/Stankey to approve Resolution R-2024-05 Supporting the 2024 Safe Streets and Roads Grant Application by Madison MPO Regional Safe Streets Community Safety Enhancement Partnership and commitment to local share. Motion carried.

- iii) Resolution R-2024-06 – Discussion and possible action on Trustee Censure Resolution:

The Board members discussed the resolution and their views that although the Civility Pledge may have been violated, a censure of Trustee Lotfi was not the action they wished to pursue. Bassuner read a prepared statement and requested that it be included with the record of this meeting. (See addendum on last page of these minutes.)

Upon recommendation from Attorney PUNCHES a motion was made to indefinitely postpone the resolution. After further discussion, the original motion was withdrawn, and a final motion to reject the resolution was put before the board.

M/S Imes/Bassuner to postpone indefinitely Resolution R-2024-06.

Motion withdrawn by Imes, seconded by Bassuner.

M/S Falk/Bassuner to reject Resolution R-2024-06 regarding Trustee Censure.

Upon roll call vote, motion carried 7-0.

9:35 pm – Attorney Derek PUNCHES joined meeting via Zoom.

- iv) Consider approval of deck addition for Blackhawk Country Club:

Lederer asked and Frantz confirmed that this addition meets all zoning requirements.

M/S Barford/Falk to approve deck addition for the Blackhawk Country Club as presented. Motion carried.

- v) Consider approval of Purdue Street realignment design:

Stankey explained the project would separate the multiuse path from the one-way street. This would eliminate the need for bikers to get on and off the street in that section of the path just to the west of the pool property. The work would be done in conjunction with the MMSD project in that area and would cost the Village nothing.

M/S Stankey/Barford to approve the realignment and adjustment to Purdue Street and associated bicycle and pedestrian facilities as shown on the Strand and Associates Engineering plans included in the July 16, 2024, Village Board packet.

Motion carried.

- vi) Consider establishment of Ad hoc Committee to study police officer retention and recruitment issues and offer recommendations to improve ability to recruit and retain officers:

Barford explained that at the April meeting, the Board approved bonuses for police officers and other full-time personnel in an effort to retain and recruit officers. The Village is currently near the bottom of the list for police officer wages in the Dane County area. The Personnel Committee has proposed creation of an ad hoc committee to study the problem of competitive compensation for the police staff and to propose solutions for consideration by the Board. The committee would consist of seven members including members of the Personnel Committee, Public Health & Safety Committee, and village residents. Lederer asked if there was anticipation that the committee would need funding to hire a consultant. Barford replied that they would try to figure out the problems first.

M/S Barford/Falk that the Board establish an ad hoc committee to study police officer retention and recruitment issues and to offer recommendations to the Board.

Motion carried.

- vii) Consider removal of Police Policies from list of future agenda items:

Barford explained that she felt this item was far too broad. It was brought up by a former trustee and she didn't know of any current trustees who wish to pursue this subject. She noted that police staff find this continued item to be irritating.

M/S Barford/Bassuner to remove the Police Policies items from the list of future Board meeting agenda items. Motion carried.

- viii) Consider Administrator priorities:

Lederer referenced his memo in the packet. Mooney stated that several items on the list of priorities were already being addressed, including job interviews for DPW and follow-up on items approved at this meeting. His current priorities at the moment are starting on the budget, establishing overall priorities, connecting with staff members and working with consultants, including work on the strategic plan.

10. Reports of Officials and Committees:

A. Village President – Imes thanked Karl Frantz for his work as Interim Administrator over the last several weeks. He also thanked Funkhouser and Associates for their work with the Board on the Governance Project and for attending tonight's meeting. Imes reminded everyone that there would be a Town Hall meeting on July 17 at 6 pm to discuss the proposed governance plans.

B. Interim Village Administrator – See meeting packet.

C. Police Chief's Monthly Report – See meeting packet.

D. Committee Reports – See details in meeting packet.

Lotfi informed the Board that the Services Committee had a meeting with the public regarding the Facilities Needs Study. The main goal at the moment is to finish the study.

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|-------------------|------------------------|----------------------|
| Blackhawk Liaison | Pool | Waterfront |
| Finance | Public Health & Safety | Recognition (Ad Hoc) |
| Parks | Public Works | Joint Campus (UW-M) |
| Personnel | Recreation | |
| Plan Commission | Services | |

11. Future Agenda Items:

- A. Resident Engagement at Meetings
- B. Street Lighting
- D. Process Used to Elect Trustees
- G. Review of CUP fees

12. Adjourn:

**M/S Bassuner/Falk to adjourn. Motion carried.
The Village Board adjourned at 10:16 pm.**

Respectfully submitted,

Julie Fitzgerald
Village Clerk-Treasurer

Village of Shorewood Hills
Board Meeting Minutes 07-16-2024
Addendum
RE: Agenda Item 9.D.iii

Village of Shorewood Hills

Board of Trustees, Meeting Packet 2024.07.16, Agenda Item 9.D.III

Dietmar Bassuner Statement:

Julie, please let the record reflect that I, Dietmar, as a Trustee of the Village of Shorewood Hills, am committed to upholding the Village's Civility Pledge and Code of Conduct. With this commitment in mind, I have carefully considered the events of the Village Board meeting on April 16, 2024, and the proposed Resolution of Censure against Trustee Shabnam Lotfi.

While I personally believe that Trustee Lotfi's actions were injurious and not in line with our Civility Pledge, I recommend that we, as a board and body, choose **not** to pursue a formal censure. Instead, I propose that we focus our efforts on reestablishing a collaborative and productive Village Board that is best suited to serve the interests of our constituents.

We have major objectives and projects to accomplish in the next 12 months, including the Governance Project, creating a Strategic Plan, the McKenna Park Master Plan, the Facilities Study, the 2025 Budget, the 2025 - 2030 CIP, University Corridor Redevelopment Opportunities, and others. Our focus should be on these critical initiatives that will shape the future of Shorewood Hills and improve the quality of life for our residents.

As Trustees, we each must own and manage our respective relationships. However, as a Board, we collectively own the voice of the people. By choosing to move forward in a cohesive manner, we demonstrate our commitment to the principles of respect and constructive dialogue that underpin our community. I implore this body to work together and ensure that our actions reflect the best interests of Shorewood Hills. Through this approach, we can truly serve our community and uphold the values we all cherish.

It is for these reasons, and for the fact that I have not lost sight that all of us are volunteers that donate their time to our community, that I will vote **nay** to a resolution of Censure against Trustee Lotfi. I hope that my actions motivate my fellow Board members to do the same and that we can set aside our differences, recognize that we are all lucky to live and raise families in Shorewood Hills, and generally begin to conduct Village business in a positive, productive and respectful manner.

Thank you.

Dietmar Bassuner

Trustee, Village of Shorewood Hills