

VILLAGE OF SHOREWOOD HILLS
Board of Trustee Meeting Minutes
Tuesday, September 17, 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, and Clerk-Treasurer Julie Fitzgerald

3. Approval of Agenda:

M/S Bassuner/Lederer 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:

Gary Johnson from the Shorewood Hills Fire & EMS Association addressed the Board regarding the 2024 4th of July fireworks. The 2024 fireworks show was cancelled due to weather. The fireworks themselves are being stored for use next year. Because there was no event, there were not enough donations collected to cover the cost of the fireworks. The Fire & EMS Association provided the additional funds to make up the difference. He pointed out that although there will be no need to purchase the actual fireworks in 2025, it will still be necessary to budget for other costs such as permits, postage, printing and porta-potties.

7. Board Matters:

A. Payment of Bills:

M/S Lederer/Bassuner to approve payment of bills in the amount of \$832,358.15.
Motion carried.

B. Consent Agenda:

- i) Approval of Minutes: August 20, 2024
- ii) Approval of McKenna Park Ad Hoc Committee Members
- iii) Approval of Police Retention and Recruitment Ad Hoc Committee Members
- iv) Approval Village Public Works Crew I Hire
- v) Approval Public Works II Promotion
- vi) Approval Block Party Permit (Oxford Rd – September 21)

Lederer requested item i) *Approval of August 20, 2024, minutes* be removed from the Consent Agenda.

M/S Bassuner/Falk to approve Consent Agenda as presented except for item i).

Motion carried.

i) Approval of Minutes: August 20, 2024:

Lederer asked for clarification of item D. vi) regarding the hiring of a new Police Chief. He questioned the wording of the last line in this item: *By consensus, the Board agreed that Mooney would manage the new police chief hiring process and present candidate recommendations to the Board.* He wanted to verify that Administrator Mooney would be in charge of the hiring process and that the Board would review his final choice as matter of formal approval, not decide between several candidates. Bassuner agreed that yes, the intent of the consensus was for the Administrator to recommend a single candidate.

M/S Lederer/Stankey to approve item i) Minutes from August 20, 2024.

Motion carried.

C. Ordinances:

i) First (and possibly second) Reading and for Ordinance L-2024-04 Amending Section 1.05(2) of the Village Code of Ordinances relating to Form of Nomination for Village Elective Offices.

This amendment would change the process of nominating candidates for Village offices from the current process using a caucus to requiring candidates to file nomination papers and holding a spring primary if there are more than twice the number of candidates than offices open for election.

M/S Bassuner/Stankey to waive the first reading of Ordinance L-2024-03 Amending Section 1.05(2) of the Village Code of Ordinances relating to Form of Nomination for Village Elective Offices. Motion carried.

D. New Business, Resolutions and Motions

i) Discussion – Village Noise Ordinance and Enforcement:

Trustee Falk informed the Board that he had received a call from a resident upset about construction noise near their home on a Saturday. He reviewed the Village ordinance on the subject in Chapter 21. Falk recommended that the Board consider revising the current ordinance to prohibit contractor work on the weekends in the Village. Exceptions could be made in the case of an emergency or specific permissions granted in advance. By consensus, the Board agreed to request that the Public Health and Safety Committee work on this issue and come back to the Board with their findings.

ii) Discussion – Village Tennis Court Priorities:

Trustee Bassuner informed the Board that the Recreation Committee recommends resurfacing five tennis courts and striping for both tennis and pickle ball as budgeted in the 2024 Capital Improvements Plan (CIP). Discussion followed with Board members weighing the pros and cons of striping for pickle ball on all 5 of the courts. Concerns were raised about the noise produced by pickle ball and if the markings are confusing for tennis players. President Ines recognized resident Fred Robertson who spoke in favor of providing multiple pickle ball courts. He also requested that the Board consider installing adjustable nets as regulation pickle ball nets are four inches shorter than tennis nets. By consensus, the Board agreed that quotes should be solicited to resurface and stripe all

five courts. If the quotes fall within the budgeted amount of \$51,000 reflected in the 2024 CIP, we should go forward with the project.

iii) Discussion – Village Pool Capital Improvement Plan (CIP) priorities:

Trustee Lederer reviewed the Pool Building Project listed in the CIP for 2025 (design \$75K) and 2026 (building updates \$925K). Current plans are for updates to the first floor only. The Board discussed previous plans and concerns that any changes to the second floor would trigger ADA compliance requirements, including the installation of an elevator. The other possibilities discussed included a possible one-story building instead of keeping the current 2-story structure. Lederer pointed out that we need to keep the pool facilities up-to-date to maintain membership satisfaction. He also reminded the Board that the parking lot will need improvements in the near future as well.

iv) Discussion/Possible Action – Village Financial Model Small Capital Addition 2025 CIP:

Administrator Mooney informed the Board that he and Finance Chair Lederer would like to add a Financial Model Program to the 2025 CIP. Mooney explained that the program would be used to align the Board’s vision with what the Village can afford financially. It would include all of the different facets of municipal accounting as well as debt management and show how they affect each other. Questions were asked about annual fees and how soon the software would become obsolete. These issues would need to be addressed as part of the RFP.

M/S Bassuner/Barford to include a Financial Model Program within the Small Capital Fund CIP for the year 2025 at an amount of \$15,000. Motion carried.

v) Distribution of Preliminary Draft Capital Improvement Plan (CIP):

Administrator Mooney presented the draft 2025-2029 CIP to the Board for preliminary review and questions. It was pointed out that a new item was added to 2025 under the Water Department for \$175K for meter upgrades. The current system is being phased out and will no longer have software support after 2029. Mooney has discussed with the Village’s financial planner the possibility of adding this amount to the 2025 GO Note borrowing. President Imes referenced his memo in the packet regarding possible action for the facilities plan in 2026. He stressed the importance of leveraging the current Village Hall property as an addition to the tax base. Imes also noted that he is in favor of the current CIP as it is fiscally responsible and shows that the included projects are possible.

8. Reports of Officials and Committees:

A. Village President – Imes reminded residents that the first Village Town Hall meeting is scheduled for Wednesday, October 2nd at 6:30 pm. He also reported on the UW’s presentation to the Plan Commission and their intention to add a new wedge to the hospital complex. The Plan Commission will also be considering the development of an Accessory Dwelling Unit (ADU) ordinance. This will be discussed at the Plan Commission meeting on October 8th and as part of the October Board meeting.

B. Village Administrator – Mooney reported that the Strategic Plan process is underway with focus group meetings planned for October 9-10. Postcards have been mailed that include a link to the web page where residents are encouraged to complete the survey and share their opinions.

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

D. Committee Reports – See details in meeting packet.

Bassuner gave updates on the McKenna Park Master Plan Committee, reminding everyone of the next McKenna Park Town Hall Meeting on October 10th.

Board discussed having verbal reports on all committees at each Board meeting. Imes concluded that this can make the meeting run longer than necessary. We will continue providing written reports for the packet and allow chairs of committees to highlight items when needed.

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

9. Future Agenda Items:

- A. Resident Engagement at Meetings
- B. Street Lighting
- C. Review of CUP fees (Falk)
- D. PD Chief Hiring (Bassuner)
- E. Governance Project – items every month (Bassuner)
- F. Website Update (Lederer)

10. Adjourn:

**M/S Bassuner/Lederer to adjourn. Motion carried.
The Village Board adjourned at 9:30 pm.**

Respectfully submitted,

Julie Fitzgerald
Village Clerk-Treasurer