

Village of Shorewood Hills
Meeting of the Board of Trustees
Approved Minutes
Monday, May 15, 2017 7:00 p.m.

1. **Call to Order** Village President David Benforado called the meeting to order at 7:00 p.m.
2. **Roll Call** Members of the Board present were Mr. Benforado and Trustees Fred Wade, Mark Lederer, Felice Borisy-Rudin, John Imes and David DeVito. Anne Readel was excused. Also in attendance were Village Treasurer Sean Cote, Village Administrator Karl Frantz, Department of Public Works Chief John Mitmoen, Police Lieutenant Courtland Martens, Detective-Sergeant Corey Denzer and Emergency Services Coordinator David Sykes. Village Clerk Cokie Albrecht listened to a recording of the meeting afterward. There were no visitors in the audience.
3. **Statement of Public Notice** Mr. Frantz confirmed the meeting had been properly posted and noticed.
4. **Oath of Office for newly elected official** Mr. Benforado welcomed Mr. DeVito and thanked him for his willingness to serve on the Board. Mr. DeVito read aloud and signed the Oath of Office.
5. **Procedures Orientation** There was none this evening.
6. **Appearances and Communications** There were none.
7. **Board Matters**
 - A. **Payment of Bills** Mr. Cote reviewed the Board Bills and recommended their payment. Mr. Wade moved and Mr. Lederer seconded a motion to approve the payment of the end of April bills in the amount of \$48,410.33 and \$374,339.57 for May expenses, for a total of \$422,749.90. Motion passed unanimously. For discussion at a future meeting, the Trustees asked staff to provide details about the annual payment to the City of Madison for emergency services including how the payment is calculated, amounts paid historically, and the offsets anticipated from the apartment developments. Information about trends in Madison Water Utility and Madison Metropolitan Sewerage District billings will be considered later.
 - B. **Consent Agenda**
 - i) **Minutes of April 18, 2017 regular Board meeting and April 27, 2017 special session**
 - ii) **Street Use permits**
 - (a) **Catch with Cops**
 - (b) **4th of July Tri-it**
 - (c) **July 4 Parade/Celebration**
 - (d) **July 4 Fireworks**
 - iii) **Basketball Program hires**
 - iv) **Block Party permit – Independence Day Dance**
 - v) **Hire and set wage for Public Works crewperson - Bryan Bennett at Grade 9, Step 1, \$18.48 per hour**

Mr. Benforado requested the removal of the Basketball Program hires from the Consent Agenda. Mr. Imes moved and Mr. Wade seconded a motion to approve the remaining items on the Consent Agenda. Motion passed unanimously.
 - iii) **Basketball Program hires** Mr. Benforado recused himself from participating in the discussion of this item since his son is one of the prospective employees. He left the Board table

and President Pro Tem Imes chaired the meeting in his absence. Ms. Borisy-Rudin moved and Mr. Lederer seconded a motion to approve the Basketball Program hires as detailed in Charlie Benforado's May 9, 2017 memo. Motion passed 5-0-1 with Mr. Benforado's recusal. Ms. Borisy-Rudin asked the Personnel Committee to consider requiring background checks of all Village employees, not just those 18 and older.

C. Ordinances

i) First reading of an Ordinance L-2017-1 creating Section 7.17 of the Village Code

restricting entering or staying on highways Ms. Borisy-Rudin moved and Mr. Wade seconded a motion to waive the first reading of Ordinance L-2017-1. After discussion, Sections C and D of the proposed Ordinance L-2017-1 were revised to substitute the word "significant" for each of the words "high" or "higher." Section F was revised to add the words "and motorists" after the word "pedestrians. The motion, as revised, passed unanimously.

D. New Business Resolutions and Motions

i) Limited Term Employee (LTE) hire of interim Police Chief due to indemnifications

available under Wisconsin State Statutes At the Special Board meeting on April 27, 2017 the Trustees authorized staff to contract with the Riseling Group to assist with the transition when Police Chief Dennis Pine retires in June. The expectation was that the Riseling Group would provide consultant Jerry Jansen to serve as interim chief. Subsequent to the April 27 meeting, the Village learned that indemnification provisions in the State Statutes only apply to public employees, not private contractors. As a result, staff is now recommending the hiring of Mr. Jansen as an employee and paying him the previously agreed amount via the Village's payroll system. Ms. Borisy-Rudin moved and Mr. Imes seconded a motion to amend the terms of the Trustees' authorization provided at the April 27, 2017 Special Board meeting: Mr. Jansen will be hired as interim Police Chief for four months through the Village's LTE process at a total cost not to exceed \$30,000, including the Village's share of Social Security and Medicare taxes. The Riseling Group will be hired at an amount not to exceed \$10,000 to perform an organizational analysis of the Police Department. Motion passed unanimously.

ii) Retirement of Police Chief The Trustees discussed the recognition of Chief Pine's service to the Village. A resolution acknowledging that will be prepared for Board action in the future.

iii) Appointments

(a) Waterfront Committee – David DeVito

(b) Finance Committee – David DeVito

Mr. Wade moved and Mr. Imes seconded a motion to support Mr. Benforado's appointment of Mr. DeVito to the Waterfront and Finance Committees. Motion passed 5-0-1 with Mr. DeVito abstaining.

8. Reports of Officials and Committees

A. Village President

i) Meeting dates June/July Due to Trustees' travel plans, by consensus, the next Board meeting date was moved from Monday, June 19, 2017 to Wednesday, June 28, 2017. No change to the July 17, 2017 Board meeting date was made.

ii) Joint Review Board (JRB) annual meeting Mr. Benforado provided an overview of the JRB, the body that oversees TID creations and plans. Shorewood Hills' JRB is composed of representatives from the taxing entities affected by the Village's TIDs: Dane County, Madison Area Technical College, Madison Metropolitan School District and the Village. An at-large position, traditionally filled by a nomination by the president of the municipality, is also a member of the JRB. Mr. Benforado said he plans to nominate Mr. Imes to the at-large position when the Board meets, potentially in late June, 2017.

iii) July 4 Picnic Mr. Frantz agreed to order the supplies. The Trustees will meet at 4:00, with dinner served from 5:30 to 6:30 on Tuesday, July 4, 2017.

I. Public Health and Safety Committee (agenda item taken out of order) Ms. Borisy-Rudin said the Committee wonders if the Village should consider adding “Urban Agriculture” as part of its Zoning Code. This would be related to the keeping of bees, chickens, etc. The Plan Commission will be asked to consider it.

Ms. Borisy-Rudin was excused at 8:22 p.m.

A. Village President

iv) Dark Store Legislation Mr. Benforado called the Trustees’ attention to the copies of the letters he sent to State Senator Fred Risser and Representative Terese Berceau, included in the Board Packet. He encouraged the Trustees to also contact them in support of the proposed legislation.

v) Shorewood Hills Foundation Last month the Foundation agreed to contribute \$10,000 toward the replacement of the playground equipment at Four Corners Park. Recently the group announced it will donate a second substantial sum to help with the refurbishing of the playgrounds at Shorewood Hills Elementary School.

B. Village Administrator Mr. Frantz said this is National Law Enforcement Week. He, the Trustees and residents appreciate the services and protection the Shorewood Hills Police Department provides the Village. The Trustees reflected their agreement with substantial applause.

Village resident Jim Berbee recently contacted Mr. Frantz indicating he is interested in paying for professional services to develop renovation plans for the Heiden Haus. Mr. Berbee envisions the preparation of up to three designs for community review. The Trustees expressed appreciation for Mr. Berbee’s contribution and supported the plan.

Mr. Frantz and Mr. Sykes reviewed the May 15, 2017 information about the Village’s computer security and backups. Network files are backed up daily in three different places—at Village Hall, the DPW Building and the cloud. For security, the Village uses Symantec Endpoint Protection. The Village has contracted with Computer Magic to assist with the management of its hardware and software, including security and cloud backup. After discussion, the Trustees agreed the topic would be included on a future Board agenda.

E. Finance Committee The Committee will meet next month to review the 2016 audit and financial statement.

F. Plan Commission Mr. Frantz reported the associates of Psychiatric Services at 2727 Marshall Court plan to remain in their present building. They are willing to work with the Village to get the bike path built on the south side of their property; their concern is the retention of their parking capacity. Stone House Development has purchased the building at 2725 Marshall Court and the parking lot behind 2801 Marshall Court.

G. Public Works Committee Mr. Lederer reported the City of Madison is looking at installing a stop light at the intersection of University Avenue and Maple Terrace. The Committee will work with Madison on the issue over the next several months.

L. Golf Committee Twelve people are registered for the Adult Golf program. To date eight are enrolled in Junior Golf.

The remaining Committee chairpersons had nothing further to report.

9. Adjourn Meeting adjourned at 9:05 p.m.

Respectfully submitted,

Colleen Boyle Albrecht
Village Clerk