

**Village of Shorewood Hills
Services Committee
Approved Minutes of the meeting of December 19, 2017**

Preliminary Matters:

1. The meeting was called to order at 4:04 pm.
2. Chair Fred Wade, members Jerry Stein, Georgene Stratman and David Logan and DPW Chief John Mitmoen were present. Charlie Field arrived shortly after the meeting was called to order. Bill Muehl was excused. Village Administrator Karl Franz arrived about 4:30 pm to discuss agenda item number 7.
3. Fred Wade confirmed compliance with the Open Meetings Law.
4. The Committee approved the minutes of its previous meeting (April 11, 2017).

Agenda Items

Recommendation that the Village Purchase a New Leaf Picker (Item 4)

DPW Chief John Mitmoen explained the need for the Village to purchase a new leaf picker. He recommended purchase of an LCT 600 picker, which would have a gasoline engine instead of the diesel that the Village has been using. This model would produce fewer emissions than diesel, and would be better suited to Village needs than available models with diesel power.

He added that the existing box needs to be repaired, but that can be done in house. He added that the new picker could be ordered in white, green or orange, and suggested the orange color.

After a brief discussion, Jerry Stein moved that the Committee recommend the purchase of a model LCT 600 leaf picker from the Old Dominion Brush Company, a spare impeller, and an additional gas tank for approximately \$34,000, and in house repairs of the existing box for approximately \$1,500, for a total cost not to exceed \$36,000.

The motion received a second from Georgene Stratman, and was passed 5-0.

Recommendation that the Village Replace Three Existing Bus Shelters (Item 5)

DPW Chief John Mitmoen told the Committee that the existing bus shelters needed substantial repairs. He recommended that they be replaced over a three year period, beginning with the one located at Four Corners. He proposed that the Village crew construct new shelters in the same style as the existing ones, at an estimated cost of about \$2,500 per shelter. There may be some options with respect to the roofing.

After a brief discussion, David Logan moved that the Village replace the existing structures over a three year period at a cost of approximately \$2,500 per shelter. Charlie Field provided the second for the motion, and it carried by a 5-0 vote.

Recommendation that the Village Adopt a Policy on Salt Use (Item 6)

DPW Chief John Mitmoen proposed that the Village adopt a policy on the use of salt on Village roads in response to suggestions by Pollution Prevention Specialist Emily Jones and Kathy Lake of the Madison Metropolitan Sewerage District (MMSD), who advised that it is good idea to have a policy that has the support of the Village. He explained that the Village has already made reductions in the amount of salt that it uses, but emphasized that any policy needs to allow snowplow operators broad discretion to use salt when they determine that it is appropriate. When we have a policy it will help to demonstrate compliance with a revised Sewer Use Ordinance that the MMSD adopted on July 30, 2015. This ordinance provides for reduced use of salt, and for annual reports of measures taken to do so by the Village:

4.7.2. Chloride Reduction.

(a) All Community Customers shall undertake efforts to reduce chlorides into the Community Sewers including the source reduction measures set forth in Wis. Admin. Code § NR 106.90 as appropriate, measures to reduce inflow of road salt laden water into Community Sewers and measures to reduce the direct drainage of road salt laden water from storage or truck loading into Community Sewers. Each Community Customer shall notify the District annually of measures taken.

After a brief discussion, the Committee agreed that the Village ought to adopt a policy concerning salt use. Jerry Stein moved that the Chair of the Committee and the DPW Chief work together to craft a policy that would establish guidelines for reductions in the use of salt, while leaving snowplow operators with discretion to use more when they determine that it is appropriate. The motion received a second from David Logan, and was passed 5-0.

Update on Planning for the DPW Building and the Community Center (Item 7)

Village Administrator Karl Franz joined the meeting to provide background for discussing agenda item 7. He reviewed the 5 year capital plan that was distributed to the Village Board at its meeting on December 18, 2017, an equipment replacement schedule, and a hypothetical financing illustration, while explaining that the Village issued a substantial amount of debt in recent years in connection with its reconstruction of streets, sewers and water mains on the East side of the Village, and its construction of a cold storage facility earlier this year. As a result, the Village will have to pay substantial amounts for debt service through 2024. In addition, a major reconstruction of University Avenue east of Shorewood Boulevard could require the Village to issue additional debt for its share of that project to the extent that the Village share may not be paid by TIF funds.

Under these circumstances, the Committee was advised that it was unlikely that new buildings could be planned and funded within the next 5 to 7 years, but repayments to the capital fund from Village utilities that were advanced funds in the past, would help the Village pay for equipment replacements and maintenance without the issuance of new debt.

Fred Wade noted that the Pool Committee would begin consideration soon the question of whether it should replace the pool bathhouse, which is located on the first story of the two story building that is shared with the Community Center. Karl Franz noted that the Pool has

paid off nearly all of its debt, and could accumulate a surplus of about \$100,000 per year, which could be used in current markets to pay for debt service on nearly \$1 million.

At this point, Karl Franz had to leave the meeting. Fred Wade then informed the Committee that a group of Village residents is developing a proposal to renovate the Heiden Haus, and construct new bathrooms and a pavilion to the west of the Heiden Haus. The pavilion might be open air, or have garage doors, but the current design could accommodate up to 96 people sitting at 6 long tables. He added that such a project could have implications for Village consideration of the future of the Community Center.

Under these circumstances, the Committee agreed that it should adopt a wait and see approach for the present time, and await future developments.

No Next Meeting Scheduled

Fred Wade advised the Committee that the Village Board will consider the 5 year capital plan of the Village at its January meeting. He asked the Committee whether members felt it was necessary to have another meeting of the Committee to provide input to the Board on capital plan proposals for equipment replacements in 2018 and 2019. After reviewing the items on the schedule, the Committee did not feel that it was necessary to schedule another meeting prior to the next meeting of the Board.

Discussion of Committee Vacancy

Fred Wade noted that the Committee has a vacancy created by the death of Bill Munkwitz and asked if Committee members have any recommendations of persons who might bring needed expertise to the Committee. One name was suggested, and members volunteered that they would continue to think about possible candidates.

Remembrances of Bill Munkwitz

Fred Wade asked members of the Committee if they would like to discuss Bill Munkwitz and/or recommend some special recognition of his 47 years of service as a member of the Services Committee. There was a consensus that a Board resolution should be prepared thanking Bill for his service, and two members of the Committee offered to assist the Chair in preparing a draft.

Adjournment

Jerry Stein moved that the meeting be adjourned, and his motion received a second from Georgene Stratman. The motion passed 5-0 and the Committee adjourned at 5:16 pm.

Respectfully submitted,

Fred Wade