

Village of Shorewood Hills Parks Committee

Meeting Minutes (Draft subject to review/approval at a future meeting)

Monday, July 11, 2022 - 5:30 pm

Location: Four Corners Park

1. **Call to Order:** Meeting was called to order at 5:34 pm by Chair Barford.
 - a. **Roll Call:**
 - i. **Committee Members:** Chair Carol Barford, Roma Lenehan, Nancy Heiden, Kathie Brock, David Boutwell, Jeremy Rogers.
 - ii. **Others in Attendance:** Garden Club liaison Mary Janet Wellensiek. Village Forester Adam Lohrmann was excused.
 - b. **Compliance with Open Meeting Law:** C. Barford confirmed that the meeting had been properly noticed.
 - c. **Approval of Minutes:**
Motion by N. Heiden, second by K. Brock, to approve the draft Parks Committee minutes from June 6, 2022, with a minor correction. Motion passed (5-0-1 abstention by J. Rogers).
 - d. **Minute Taker:** D. Boutwell volunteered to take minutes at this meeting.
2. **Foresters Report.**
 - a. A copy of the monthly Forester's Report for July 2022 was emailed to the Parks Committee prior to the meeting.
 - b. D. Boutwell raised several questions concerning noxious weed control and our current policy on enforcement. The Committee discussed the Forester's extensive list of weeds currently being targeted for removal throughout the Village. C. Barford will contact the Village Administrator and Forester to request a review of the Village Ordinance on Noxious Weed Control, including 1) List of Prohibited Weeds, 2) List of Noxious Weeds, 3) Appointment of a Weed Commissioner as required by the ordinance.
 - c. "Word of the Woods." The Committee endorses the continuation of our long-running tradition of including seasonal reminders and articles of interest from the Forester, and Committee members, in the monthly Village Bulletin. R. Lenehan volunteered to submit an article for an upcoming edition.
 - d. Community Forestry Management Plan - Project Proposal Update. A. Lohrmann is in consultation with Brian Wahl at the Wisconsin DNR regarding the grant application process. One important step will be passing a resolution by the Board, as this is a cost-sharing grant. The deadline for submission is October 1, 2022.

Motion by K. Brock, second by N. Heiden. The Parks Committee recommends the Board provides matching funds for the Community Forestry Management Plan project proposal as requested by the Village Administrator and Village Forester. Motion passed (5-0-0, J. Rogers having been excused at that point).

3. **Sunset / Viburnum Triangle.** A listening session was held on Monday, June 6, at 5:30 pm with nearby residents of the Sunset / Viburnum intersection to discuss maintenance and management ideas for the large, wooded triangle area, which is a Village right-of-way. The consensus among residents is to maintain the current street layout with a focus on preserving and restoring the triangle area's native trees and plant communities. The committee concluded that the triangle area should be explicitly included in any update to the Community Forestry Management Plan, to facilitate land management according to the Plan's stated goals.
4. **Parks Committee Vacancy.** Village resident Bruce Allison has indicated his interest in serving on the Parks Committee. The Parks Committee endorses his appointment.
5. **August Meeting Date.** The committee agreed to meet on Tuesday, August 9 at 5:30pm.
6. **Announcements, Questions and/or Consideration Items for Future Agendas:** The group has identified the following future agenda topics:
 - Planning for vegetation management at the Lake Mendota Drive bridge project
 - Community Forestry Management Plan grant process - update
7. **Adjourn:** The meeting adjourned at 6:48 pm.

Respectfully submitted by D. Boutwell, July 12, 2022

VILLAGE OF SHOREWOOD HILLS

Forestry and Parks

Report for August, 2022: Adam Lohrmann, Forester

Thanks and Congratulations- The forestry and parks staff wish to express our thanks to Kiera Kahl for her hard work with us as part of our summer crew. Kiera was a great addition to our team and helped us to accomplish many of our goals in keeping our landscaping and natural areas looking healthy and vibrant. We wish her all the best as she begins her college career at UW-Green Bay this Fall.

Invasive Species Management- Weeds targeted for removal throughout our parks and green spaces over the past month include: spreading hedge parsley, pokeweed, crown vetch, leafy spurge, Canada thistle, biennial thistle, burdock, ragweed, and others. Good Oak Ecological Services provided some assistance with weed management in the Quarry Park, Reese Woods, and Bradley Park

Other Vegetation Management- During this portion of the growing season, a significant amount of time is dedicated to pruning back over-growth along our streets and medians, around signs, the bike path, recreational areas, and other public spaces. Much of this work is done not only or primarily to achieve a particular aesthetic, but for purposes of public safety and visibility.

Mulch Reduction- One larger special project that the forestry and parks crew has undertaken this summer involves reducing the size of some excessively mulched areas in our parks and re-seeding them into grass. We have seen some success with these efforts in the Community Pool parking lot island, Sam Roth Park (East Entryway Park), and around the Fire Station grounds.

Rain Gardens- Various weeding and pruning work has taken place in the Village raingardens, including some thinning of the Joe Pye weed in select areas.

Garden Club- Our forestry and parks crew worked with Hannah Pinkerton and Charles Field to weed, prune, and mulch the triangle at the intersection of Columbia and Purdue, adjacent to the bike path. Weeding, pruning, and mulching also took place around Village Hall, the Post Farm Park and Community Pool seating areas, street medians, etc.

Tree Pruning and Removals- Numerous broken/hanging limbs over streets and sidewalks have been removed. 1 mature N. maple was removed at 1132 University Bay Dr./Columbia (dead, broken central leader, rot in limb over sidewalk, and other dead/hanging limbs). 1 mature silver maple was removed at 3209 Topping, following multiple limb failures in recent weeks. 1 mature honey locust was removed at 841 Maple Terrace, following multiple limb failures in recent weeks. 1 mature/dying N. maple was removed at 923 Swathmore after rot throughout the tree was detected following a limb failure. 1 mature basswood/linden was removed at 3678 Lake Mendota Dr. (split trunk and hollow limbs over road and powerlines). 1 mature oak at 3433 Lake Mendota Dr. was removed as a hazard/emergency removal, following structural damage

likely caused by the earlier storm event in June. 1 mature linden was removed at 3102 Oxford (half of this tree split out and damaged powerlines during the June storm event).

Tree Planting- 1 Schuette's oak was planted at 3425 Crestwood. Recently acquired trees to be planted in the near future include 1 Northern Glow maple, 1 Linden, and 3 Holmstrup arborvitae. Several possibilities for planting locations have been identified on Locust for tree planting in the spring. Following stump removals, numerous other tree planting locations will become available in Spring/Summer 2023.

Community Forestry Management Plan/DNR Grant- Adam and Sharon Eveland are working together on completing the DNR grant application, in consultation with Regional Forestry staff at the DNR. The deadline for submission is October 3, 2022, so this is a high priority task.

Of Concern- Viburnum leaf beetle: the current infestation of the invasive viburnum leaf beetle (VLB), *Pyrrhalta viburni*, in Shorewood Hills has caused significant defoliation of viburnum shrubs throughout the village. If the infestation continues to be robust, control or mitigation efforts will be challenging going forward, as the work involves manual removal of twigs and branches with eggs in the autumn, springtime application of horticultural oils or insecticidal soaps that can be costly, and other measures. We currently do not have adequate staff to conduct this work throughout the village. At this time, planting of non-resistant viburnums such as arrowwood and cranberrybush is not recommended.

From the Village of Shorewood Hills Municipal Code

<https://shorewoodhillswi.govoffice3.com/vertical/sites/%7B00D5AF3F-ADFE-4173-AF3A-FC0C1A78DA4B%7D/uploads/Ch_18_Public_Nuisances.pdf>

18.06 Noxious Weed Control

- (1) Noxious Weeds and Rank Growth Prohibited. The Village elects to adopt provisions of Wis. Stats. in enforcement of prohibition of noxious weeds.
- (2) Noxious Weed Means Canada thistle, leafy spurge, field bindweed, garlic mustard, Japanese knotweed, burdock and poison ivy.
- (3) Weed Commissioner. The Village shall appoint a weed commissioner in accordance with section 1.03 of this Code.

18.07 Plant Pest and Disease Control. The Village elects to adopt the provisions of Wis. Stats. §94.01 and §94.02 in regard to the control of plant pests in the Village.

<https://shorewoodhillswi.govoffice3.com/vertical/sites/%7B00D5AF3F-ADFE-4173-AF3A-FC0C1A78DA4B%7D/uploads/Ch_01_Gen_Gov.pdf>

1.03 Appointed Officials.

- (1) The offices of village clerk, treasurer, and assessor shall be filled by appointment of the Village Board for such terms as shall be determined by the board. (Charter Ordinance No. 3).
- (2) Appointment and Term. Officials shall be appointed on the basis of merit with due regard to training, experience, administrative ability and general fitness for the office, by a majority vote of the Village Board, pursuant to Wis. Stat. §61.197(c). This section, however, shall not preclude the Village Board from establishing other employment terms and conditions not inconsistent with the provisions of this code. The appointed officials shall hold an indefinite term of office unless specified by Wisconsin Statutes or specific provisions of this code.
- (3) Termination. Appointed village officials may be dismissed pursuant to the provisions of Wis. Stats. §17.13 unless otherwise stated in Wisconsin Statutes.
- (4) Compensation. Compensation for appointed officials may be set from time to time by the Village Board as required.
- (5) Officials. The village shall have the following appointed officials with powers and duties as described herein.

(a) President Pro Tem.

- 1. Appointment. The Village Board, at its April meeting following the regular spring election, shall appoint from its members a President Pro Tem for a term of 1 year.
- 2. Duties. In case of absence, sickness or other disability of the Village President, the President Pro Tem shall:

a. execute on the part of the Village every contract, conveyance, commission, license or other written instrument as set forth in Wis. Stat. §61.50; and Village of Shorewood Hills Revised January 22, 2013 General Government 1-3

b. preside over all meetings as set forth in Wis. Stats. §§61.24, 61.32.

(b) Clerk.

1. Statutory Authority. The Clerk shall have the powers and duties set forth in Wis. Stat. §61.25.

2. Deputy Treasurer. The clerk shall act as deputy treasurer and shall:

a. administer, with the treasurer, the receipts and deposits and appropriately invest all monies received; and

b. draw and counter sign all orders on the Village treasury.

(c) Deputy Clerk. In case of the absence, sickness or other disability of the Clerk, the Deputy Clerk shall perform the Clerk's duty.

(d) Treasurer. The powers and duties of the treasurer shall be those outlined in Wis. Stats. §61.26. The treasurer is authorized to have a facsimile made of his/her signature which is to be held in the custody of the Deputy Clerk who is not able to countersign draws on the Village Treasury.

(e) Police Chief. The police chief shall have the powers and duties prescribed in section 5.04 of this code.

(f) Fire Chief/EMS Director. (hereinafter called the fire chief). The fire chief shall have the powers and duties prescribed in section 4.04 and section 6.02 of this code. The fire chief shall also serve as the head of emergency government services according to Wis. Stats. §166.03(4) and (5).

(g) Public Works Crew Chief. (hereinafter called the crew chief). The crew chief shall have the powers and duties prescribed in chapter 11.01(2) of this code.

(h) Village Assessor. The assessor shall be appointed by the Village Board. The assessor shall have all of the powers and duties assigned by Wis. Stats. Chapter 70.

(i) Village Attorney. The attorney shall be licensed to practice law in the State of Wisconsin. The attorney shall have the powers and duties as specified from time to time by the Village Board.

(j) Weed Commissioner. The weed commissioner shall be appointed in accordance with Wis. Stats. §66.97 and have all of the powers and duties

as prescribed by Wis. Stats. §66.98.

(k) Village Forester. The village forester shall have the powers and duties as specified from time to time by the Village Board.

(l) Inspector(s) for Building, Electrical, Plumbing, and Heating, Ventilating, Air Conditioning. The various positions of inspector may be appointed
Village of Shorewood Hills Revised January 22, 2013

(m) Administrator.

1. Chief Administrative Officer. The administrator, subject to the limitations defined in resolutions and ordinances of the Village and Wisconsin Statutes, shall be the chief administrative officer of the Village, responsible only to the village president and the Village Board.

2. Position Description. The position description of the village administrator, as adopted and updated from time to time by the Village Board, is hereby incorporated by reference.

3. Zoning Administrator. The administrator shall act as zoning administrator pursuant to chapter 10 of this municipal code.

4. Deputy Treasurer. The administrator shall act as an additional deputy treasurer with the power to draw and counter sign all orders on the Village Treasury.

From Wisconsin Statutes <<https://docs.legis.wisconsin.gov/1995/statutes/statutes/66/96>>

66.96 Noxious weeds.

(1) The term "destroy" means the complete killing of weeds or the killing of weed plants above the surface of the ground by the use of chemicals, cutting, tillage, cropping system, pasturing livestock, or any or all of these in effective combination, at such time and in such manner as will effectually prevent such plants from maturing to the bloom or flower stage.

(2) The term "noxious weeds" as used in this chapter includes the following: Canada thistle, leafy spurge and field bindweed (creeping Jenny) and any other such weeds as the governing body of any municipality or the county board of any county by ordinance or resolution declares to be noxious within its respective boundaries.

(3) Every person shall destroy all noxious weeds on all lands which the person shall own, occupy or control. The person having immediate charge of any public lands shall destroy all noxious weeds on such lands. The highway patrolman on all federal, state or county trunk highways shall destroy all noxious weeds on that portion of the highway which that highway patrolman patrols. The town board shall cause to be destroyed all noxious weeds on the town highways.

(4) The chairperson of each town, the president of each village and the mayor or manager of each city shall annually on or before May 15 publish a class 2 notice, under ch. 985, that every person is required by law to destroy all noxious weeds, as defined in this section, on lands in the municipality which the person owns, occupies or controls. A town, village or city which has designated as its official newspaper or which uses for its official notices the same newspaper as any other town, village or city may publish the notice under this subsection in combination with the other town, village or city.

(5) This section does not apply to Canada thistle or annual noxious weeds that are located on land that the department of natural resources owns, occupies or controls and that is maintained in whole or in part as habitat for wild birds by the department of natural resources.

History: 1975 c. 394 s. 12; 1975 c. 421; Stats. 1975 s. 66.96; 1983 a. 112, 189; 1989 a. 56 s. 258; 1991 a. 39, 316.

See note to 80.01, citing Walker v. Bignell, 100 W (2d) 256, 301 NW (2d) 447 (1981).

66.97 Weed commissioner; appointment, oath, term; exception. The chairperson of each town, the president of each village, and the mayor of each city, shall appoint one or more commissioners of noxious weeds therein on or before May 15 in each year; such weed commissioner shall take the official oath, which oath shall be filed in the office of the town, village or city clerk, and shall hold office for one year and until a successor has qualified. If more than one commissioner is appointed, the town, city or village shall be divided into districts by the officer making the appointment, and each commissioner shall be assigned to a different district. The town chairperson, village president or city mayor may appoint a resident of any district to serve as weed commissioner in any other district of the same town, village or city. This section shall not apply to cities of the 1st class, but in such cities the aldermanic district superintendent shall perform the duties of commissioners of weeds.

History: [1971 c. 304 s. 29 \(1\)](#); [1975 c. 394 s. 12](#); [1975 c. 421](#); Stats. 1975 s. 66.97; [1989 a. 56 s. 258](#).

66.98 Duties; powers; collection of tax.

(1) Every weed commissioner shall carefully investigate concerning the existence of noxious weeds in the district; and if any person in the district neglects to destroy any weeds as required by s. [66.96](#), the weed commissioner shall destroy or cause all such weeds to be destroyed, in the manner considered to be the most economical method, and for each day devoted to doing so the weed commissioner shall receive such compensation as is determined by the town board, village board or city council upon presenting to the proper treasurer the account therefor, verified by oath and approved by the appointing officer. Such account shall specify by separate items the amount chargeable to each piece of land, describing the same, and shall, after being paid by the treasurer, be filed with town, city or village clerk, who shall enter the amount chargeable to each tract of land in the next tax roll in a column headed "For the Destruction of Weeds", as a tax on the lands upon which such weeds were destroyed, which tax shall be collected under ch. [74](#), except in case of lands which are exempt from taxation in the usual way. A delinquent tax may be collected as is a delinquent real property tax under chs. [74](#) and [75](#) or as is a delinquent personal property tax under ch. [74](#). In case of railroad or other lands not taxed in the usual way the amount chargeable against the same shall be certified by the town, city or village clerk to the state treasurer who shall add the amount designated therein to the sum due from the company owning, occupying or controlling the lands specified, and the treasurer shall collect the same therefrom as prescribed in subch. [I of ch. 76](#), and return the amount collected to the town, city or village from which such certificate was received. Any such commissioner may enter upon any lands that are not exempt under s. [66.96 \(5\)](#) and upon which any of the weeds mentioned in s. [66.96](#) are growing, and cut or otherwise destroy them, without being liable to an action for trespass or any other action for damages resulting from such entry and destruction, if reasonable care is exercised in the performance of the duty hereby imposed.

(2) For each day consumed by the commissioners in carrying out their duties other than the destruction of weeds, they shall receive such compensation as may be determined by the village board, town board or city council to be paid out of the city, village or town treasury.

History: [1975 c. 394 ss. 12, 27](#); [1975 c. 421](#); Stats. 1975 s. 66.98; [1979 c. 102 s. 237](#); [1987 a. 378](#); [1991 a. 39](#); [1993 a. 246](#).