

**Village of Shorewood Hills  
Board of Trustees Meeting  
Approved Minutes  
Monday, October 17, 2016 7:00 p.m.**

1. **Call to Order** In Village President Mark Sundquist's absence, President Pro Tem 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, Anne Readel, John Imes, Mark Lederer and Felice Borisy-Rudin. Mr. Sundquist was excused. Also in attendance were Village Treasurer Sean Cote, Village Administrator Karl Frantz, Department of Public Works Chief John Mitmoen, Police Chief Dennis Pine, Emergency Services Coordinator David Sykes and Village Clerk Cokie Albrecht. Two visitors were in the audience.
3. **Statement of Public Notice** Mr. Frantz confirmed the meeting had been properly posted and noticed.
4. **Procedures Orientation** There was none this evening.
5. **Appearances and Communications**
  - i) **Pellitteri Waste Systems** Danielle Pellitteri, Vice President of Sales, summarized the proposed amendment to the Village's refuse and recycling contract with Pellitteri Waste Systems. The amendment will extend the contract for an additional five-year term.
6. **Board Matters**
  - D. **New Business Resolutions and Motions** (agenda item taken out of order)
    - iv) **Consider extension of contract for waste and recycling collection services** Ms. Readel moved and Ms. Borisy-Rudin seconded a motion to approve the amendment to the refuse and recycling collection services contract with Pellitteri Waste Systems. Motion passed unanimously.
    - A. **Payment of Bills** Mr. Cote reviewed the bills and recommended their payment. Mr. Wade moved and Mr. Lederer seconded a motion to approve the payment of the end of September bills in the amount of \$52,994.64 and \$92,110.58 for October expenses, for a total of \$145,105.22. Motion passed unanimously.
    - B. **Consent Agenda**
      - i) **September 19, 22 and 26, 2016 regular and closed session Board meeting minutes**
      - ii) **Solicitors Permit - Wisconsin Public Television**
      - iii) **Set \$15.00 hourly wage for LTE Public Works seasonal worker Kira Reuchel effective September 19, 2016**
      - iv) **Set \$12.00 hourly wage for Forestry LTE seasonal worker Carter Thomas**
      - v) **Hire and set wage for Police Patrol Officer John Pierce at Step 4 Grade 12: \$22.94 per hour**
      - vi) **Adopt organ donor policy**

Ms. Borisy-Rudin asked for the removal of Item 6Bvi, regarding the bone marrow and organ donor policy, from the Consent Agenda. Mr. Imes moved and Mr. Lederer seconded the approval of the Consent Agenda without that item. Motion passed unanimously.
      - vi) **Adopt organ donor policy** Mr. Frantz said the policy was prepared by Village employment attorney Steve Zach in response to recent legislation requiring state/local employers to have a policy for dealing with leave time for bone marrow and organ donors. Ms. Readel moved and Mr. Imes seconded a motion to adopt the policy. Ms. Borisy-Rudin questioned how the proposed wording differed from statute. After discussion, Ms. Readel and Mr. Imes agreed to withdraw the

motion and the item was tabled. Staff will consult with Mr. Zach for more information about the policy, including how it varies from statute.

**C. Ordinances** None were considered.

**D. New Business Resolutions and Motions**

**i) Consider contract award for assessing and revaluation services** Mr. Frantz described the results of his research on Accurate Appraisal and Associated Appraisal Consultants, Inc., the two firms which responded to the Village's request for proposals. Mr. Benforado reviewed the comments heard at the interviews with representatives from the companies. Further consideration of the item was tabled until later in the meeting, when the Walgreen Co.'s assessment objection was discussed.

**ii) Consider whether to require affordable units as part of The Boulevard project** The agreement with Flad Development says that the Village has until the end of October, 2016 to act on the option to include one three-bedroom, two two-bedroom and one one-bedroom affordable units at The Boulevard. The cost to the Village to finance those apartments is expected to be \$715,000. Mr. Frantz said the Village's share of the University Avenue reconstruction in a few years is expected to be \$2-3 million. Tax Increment financing can be used to help pay for that expense. TID 3 is anticipated to close with a ~ \$1 million surplus. Mr. Wade moved and Mr. Imes seconded a motion to require the developer to include four affordable units in The Boulevard building. The Trustees discussed the impact of the units on Village finances and the possibility of locating them at existing apartment buildings or future housing developments. In the interest of serving families with children while reducing the impact of the units on TID finances, staff was asked to discuss with Mr. Flad the feasibility of revising the number and bedroom mix of the affordable units at The Boulevard. Mr. Wade and Mr. Imes withdrew their motion. The Trustees agreed to hold a special meeting next week to discuss the inclusion of the affordable units at The Boulevard after staff meets with the developer.

**Closed Session** At 8:49 p.m., Mr. Benforado announced the Trustees would consider going into Closed Session per §19.85(1)(e)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved and bargaining reasons and may reconvene to open session as per Wisconsin State Statutes 19.85(2) to address any business that may be the result of the deliberations made in closed session (concerning property tax litigation brought by Walgreen Co., assessing services and The Boulevard tax increment agreement). The roll call vote was: Mr. Benforado – yes; Mr. Lederer – yes; Mr. Imes – yes; Mr. Wade – yes; Ms. Borisy-Rudin – yes and Ms. Readel – yes. Village Attorney Meg Vergeront, Mr. Cote, Mr. Frantz and Ms. Albrecht were asked to stay. The remaining attendees left the meeting.

While in Closed Session the Trustees discussed the results of the mediation meeting with Walgreen Co. and Village representatives regarding the 2014, 2015 and 2016 assessed values of the property at 3700 University Avenue.

Mr. Frantz reported on his research on the qualifications of the two assessment firms who responded to the Village's request for proposals.

**Open Session** At 9:15 p.m. Mr. Benforado announced the Trustees would reconvene to Open Session. The roll call vote was: Mr. Benforado – yes; Mr. Lederer – yes; Mr. Imes – yes; Mr. Wade – yes; Ms. Borisy-Rudin – yes and Ms. Readel – yes.

**Walgreen settlement** Mr. Wade moved and Mr. Lederer seconded a motion to approve the settlement terms set forth in the October 6, 2016 tentative settlement agreement between Walgreen Co. and the Village of Shorewood Hills regarding assessment for tax years 2014, 2015 and 2016. Motion passed unanimously. The assessed value for the property at 3700 University

Avenue will be \$2,999,999 each year; Walgreen Co will waive the refund of its 2014 tax overpayment, based on the revised assessment for that year.

**i) Consider contract award for assessing and revaluation services** (agenda item revisited) Mr. Wade moved and Mr. Lederer seconded a motion to approve the awarding of the assessment contract to Associated Appraisal Consultants, Inc. Motion passed unanimously.

**iii) Consider extension of Resolution R-2015-11 providing a health insurance opt out incentive** Ms. Borisy-Rudin moved and Mr. Lederer seconded a motion to provide full time employees who are eligible for health insurance coverage through the Village but decline it, and who provide proof of alternative health insurance, a \$2,000 annual incentive to be paid out in 24 equal installments coinciding with the biweekly Village payroll. Without Board action to extend it, the opt out incentive will sunset at the end of 2017. Motion passed unanimously.

**E. Appointments** There were none.

**7. Reports of Officials and Committees**

**B. Village Administrator** Mr. Frantz thanked the DPW crew for their salt reduction efforts. Mr. Mitmoen's salt reduction report was recognized by the Madison Metropolitan Sewage District (MMSD) as one of the best in the region. He was asked to share the Village's methods at MMSD's Salt Reduction Seminar.

**C. Personnel Committee** The Committee recommended for inclusion in the 2017 budget a 1% plus step raise for those on the pay grid and a 2% increase for those who have stepped off the grid. The Committee recommended desk duty for a pregnant patrol officer; other police staff and part time officers will cover her shifts.

**D. Finance Committee** The Committee is developing the 2017 budgets. The members are working to close an approximate \$336,000 deficit; they propose a 2016 payable 2017 tax levy that is the maximum amount allowed by the State's levy limit legislation.

**E. Plan Commission** The Commission is reviewing the ordinance controlling the storage of recreation vehicles and boats in front and side yards.

**H. Public Health and Safety Committee** The Committee is dealing with concerns about coyotes in the Village.

**I. Recreation Committee** A group of residents is working with the Village and Madison Metropolitan School District to improve the playground area on the south side of the school, including the Heiden Haus, soccer field and hockey/skating rinks. The Firehouse Library is up and running at the old Fire Station. The organizers are looking for volunteers to staff it.

**J. Ad hoc Post Farm Park Playground Committee** Hollow logs are a recent addition to the nature-based play structures at Post Farm Park.

**The remaining Village officers and committee chairpersons had nothing further to report.**

**8. Adjourn** Meeting adjourned at 9:48 p.m.

Respectfully submitted,

Colleen Boyle Albrecht  
Village Clerk