

**Village of Shorewood Hills
Board of Trustees Meeting
Approved Minutes
Monday, November 21, 2016 7:00 p.m.**

1. **Call to Order** Village President Mark Sundquist called the meeting to order at 7:00 p.m.
2. **Roll Call** Members of the Board present were Mr. Sundquist and Trustees Fred Wade, Anne Readel, John Imes, Mark Lederer, Felice Borisy-Rudin and David Benforado. 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. Six 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) **One City Learning Center Initiative—Sue Krug and Kris Grutzner** Village residents Ms. Krug and Ms. Grutzner discussed their interest in developing a relationship between Shorewood Hills and the One City Learning Center, a nonprofit early childhood education center in South Madison. The goal of One City is to reduce Madison’s educational achievement gap between children of different races and income levels. Ms. Krug and Ms. Grutzner envision the Village’s involvement as one community supporting another. The Trustees applauded the concept but said there are no policies to guide the selection of worthwhile programs the Village would actively support; that may need to be a first step. The Trustees suggested the One City Learning Center organizers contact the Shorewood Hills League to see if that group would be willing to sponsor their efforts. The Initiative will hold an informational meeting at the Community Center on January 29, 2017.
6. **Board Matters**
 - A. **Payment of Bills** Mr. Cote reviewed the bills and recommended their payment. Mr. Wade moved and Mr. Imes seconded a motion to approve the payment of the end of October bills in the amount of \$56,219.59 and \$712,138.85 for November expenses, for a total of \$768,358.44. Motion passed unanimously.
 - B. **Consent Agenda**
 - i) **Minutes of October 17, 2016 regular and closed session Board meeting minutes and November 7, 2016 special Board meeting**
 - ii) **Class C wine and Class C liquor license –VFMAD, LLC (Vom Fass)**

Mr. Benforado moved and Ms. Readel seconded a motion to approve the Consent Agenda items. Motion passed unanimously.
 - C. **Ordinances**
 - i) **First reading of an Ordinance L-2016-6 amending Section 17.02(7) of the Code of Ordinances: “Restrict the Closing Hours for Sale of Intoxicating Liquors”** Mr. Benforado moved and Ms. Readel seconded a motion to revise L-2016-6 to read (*italics indicate words added*):

17.02(7) Closing Hours. No person may sell on or carry away from *the premises with* Class “A” or Class “B” licenses, intoxicating liquors...

and waive the first reading of the ordinance. Motion passed unanimously. The Trustees asked staff to investigate the hours liquor can be sold in Madison and Middleton. That information will help inform their consideration of the second reading.

ii) First reading of an Ordinance I-2016-7 amending Section 18.05 of the Village Code: “Junk, Certain Vehicles, Recreational Equipment and Firewood” and Section 10-1-75: “Motor Vehicle, Mobile Home and Boat Storage” Mr. Benforado moved and Ms. Borisy-Rudin seconded a motion to waive the first reading of the ordinance L-2016-6. In response to suggestions of revisions to the ordinance, Mr. Benforado asked the Trustees to route their desired edits to him prior to the December Board meeting. The changes could be considered at that meeting. Mr. Benforado moved and Mr. Wade seconded a motion to table the agenda item. Motion passed unanimously.

E. New Business Resolutions and Motions (agenda items taken out of order)

iv) Consider approval of special exception permit to height and floor area limits at 3306 Lake Mendota Drive

v). Consider approval of conditional use permit at 3306 Lake Mendota Drive

Mr. Sundquist said a similar plan was approved for Sue and James Jefferson’s property at 3306 Lake Mendota Drive in 2007 but the work was not undertaken and the permits expired. The Plan Commission recommended approval of both permits. Mr. Benforado moved and Ms. Readel seconded a motion to approve the special exception and conditional use permits for the proposed remodel at 3306 Lake Mendota Drive. Motion passed unanimously.

D. Public Hearings

i) Public hearing on 2017 Village budget Mr. Sundquist opened the public hearing at 8:21 p.m.

(a) Overview of Village budget Mr. Frantz provided an in depth review of the proposed 2017 budgets at the special Board meeting on November 7, 2016.

(b) Public invited to speak There were no comments from the public.

(c) Close public hearing Mr. Sundquist closed the public hearing at 8:23 p.m.

E. New Business Resolutions and Motions

i) Approve use of unused levy capacity from previous year Mr. Wade moved and Ms. Borisy-Rudin seconded a motion to approve the use of unused levy capacity from the previous year in the amount of \$38,240 when setting the Village’s 2017 tax levy. Motion passed unanimously.

ii) Resolution R-2016-9: Approve 2017 Village budgets and tax levy Mr. Wade moved and Mr. Benforado seconded a motion to approve Resolution R-2016-9 authorizing the 2017 budgets and setting the Village tax levy at \$2,563,496. Motion passed unanimously.

iii) Resolution R-2016-10: Consider 2017 wage adjustments Mr. Imes moved and Ms. Readel seconded a motion to approve Resolution R-2016-10 setting the wage adjustments as reflected in the 2017 budgets. Motion passed unanimously.

vi) Authorize additional \$10,000 in 2016 General Fund budget for tree

removals/maintenance Ms. Readel moved and Mr. Benforado seconded a motion of authorize the spending of an additional \$10,000 in 2016 for tree maintenance and removals. The severe weather of 2016 required the use of most of the funds previously budgeted; the additional \$10,000 will be used for routine tree expenses. The Village’s unassigned fund balance will finance the additional \$10,000. Motion passed unanimously.

F. Appointments The Trustees unanimously supported Mr. Sundquist’s appointment of Gary Johnson as Chair of the Zoning Board of Appeals. Mr. Johnson will replace Linda Bochert who has moved from the Village. The Trustees thanked Ms. Bochert for her many years of exemplary service on the Zoning Board.

7. Reports of Officials and Committees

A. Village President Mr. Sundquist thanked Mr. Benforado for chairing the Board meeting in October. He will be out of town December 19, 2016, the scheduled date for the next Board meeting. The Trustees agreed to delay the meeting until Wednesday, December 21, 2016.

B. Village Administrator

Mr. Frantz presented the flag painting given to the Village by resident Carolyn McKinney. The Trustees thanked her for the gift.

i) Purchase of defibrillators Mr. Frantz reported on the emergency purchase of defibrillators for use in the Police Department's three squad cars. The current instruments are 14 year old and replacement batteries are expensive. The Village was able to purchase three new machines at \$3,585 for all (list price would be \$1,595 for one).

D. Finance Committee The Committee met twice in October to work on the 2017 budgets.

E. Plan Commission The status of the proposed Arbor Crossing II development on Marshall Court is uncertain.

F. Public Works Committee The Committee is considering methods to calm traffic speeds on University Bay and Edgehill Drives. It met with Garden Homes residents to obtain input regarding the upcoming reconstruction of the west end of Locust Drive, including pedestrian walkways and the configuration of the bike path.

H. Public Health and Safety Committee The Committee invited three wildlife experts to its November 2, 2016 meeting to discuss the appropriate response to coyotes in the Village. Approximately 25 residents attended. The conclusions: coyotes are well adapted to urban environments; efforts to eradicate them are often unsuccessful because when one is removed, another moves into its territory; coyotes are typically not of much danger other than to unattended small pets; residents should be vigilant in hazing coyotes to keep them wary of humans—familiarity with people makes them more bold; never should they be fed; if a coyote is behaving abnormally, i.e., does not respond to hazing, contact Village police. Information about hazing coyotes is on the Village website.

I. Recreation Committee The Committee is seeking Board approval of the installation of a Little Free Library, funded through donations, in front of the DPW Building. The structure would include the hours the Firehouse Library is open and a flag to signal it is staffed. The Trustees agreed to the installation.

L. Pool Committee The Committee recommended the adoption of its 2017 budget and discussed facility planning.

The remaining Committee chairpersons had nothing further to report.

8. Adjourn Meeting adjourned at 9:17 p.m.

Respectfully submitted,

Colleen Boyle Albrecht
Village Clerk