

**Village of Shorewood Hills
Board of Trustees Meeting
Approved Minutes**

Monday, March 20, 2017 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, David Benforado and John Imes. Mark Lederer was excused; Felice Borisy-Rudin arrived later. Also in attendance were Village Treasurer Sean Cote, Village Administrator Karl Frantz, Department of Public Works Chief John Mitmoen, Police Chief Denny Pine and Village Clerk Cokie Albrecht. Approximately thirty 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.
6. **Board Matters**
 - A. **Payment of Bills** (agenda item taken out of order) Mr. Cote reviewed the bills and recommended their payment. Mr. Wade moved and Mr. Imes seconded a motion authorizing the payment of the end of February pre-paid bills in the amount of \$2,745,488.73 and \$149,474.27 for March Board bills, for a total of \$2,894,963.00. Motion passed unanimously. Mr. Cote was excused from the meeting at 7:03 p.m.

Ms. Borisy-Rudin arrived at 7:05 p.m.

5. **Appearances and Communications**
 - i) **Gary Brown—UW Madison Master Plan presentation** Mr. Brown, Director of UW Madison Department of Facilities Planning and Management, presented the draft UW Master Plan, a guide to future development on campus. He encouraged interested parties to review/comment on the Plan online at: masterplan.wisc.edu. The University updates the Plan every 10 years. This version, which has been two years in the making, is in the last stages of development—the UW is currently sharing draft final documents with stakeholder groups and will soon seek City of Madison zoning approvals. No development of the University Bay Fields is included in the draft Master Plan. That area is zoned “conservancy.” As such, changes to its current use would require separate approval by Madison through its conditional use permit process.
 - ii) **Persons interested in appointment to fill expected Board vacancy after the April Election** Mr. Sundquist explained that with the expected election of Mr. Benforado as Village President in the April 4, 2017 election, there will be a vacancy in his Trustee position. Persons interested in appointment to that seat were encouraged to contact the Village. Six residents responded. They are: Tad Pinkerton, 1212 Shorewood Boulevard; Jeremy Tunis, 2910 Columbia Road; Mark Staff, 3426 Lake Mendota Drive; David DeVito, 939 University Bay Drive; Donna Carnes, 3445 Crestwood Drive; and Amy Neeno-Eckwall, 3410 Circle Close. All of the potential candidates addressed the Board for a few minutes to introduce themselves. The Trustees will consider the appointment at the April Board meeting.
 - iii) **2017 Golf** Win Sager, who could not attend the meeting this evening, has volunteered to again oversee the Adult Golf Program. In his absence, Mr. Wade said Matt Hartman, golf pro at

Blackhawk Country Club, has indicated he would like to revise the program this year; further details are unknown at this time.

6. Board Matters

B. Consent Agenda (agenda item taken out of order)

i) Approval of the minutes of February 20, 2017 Board meeting

ii) Increase part time seasonal Public Works/Forestry hourly rate to \$12.00 per hour with \$1.00 per hour adjustment for each year returning, to a cap of \$16.00

iii) Special Event Street Use permits

a) Trot 4 Tots – Children’s Hospital, April 2, 2017

b) Poker 5k Run – UW Kinesiology Club, April 20, 2017

c) Bucky’s Race for Rehab – UW Physical Therapy Students, April 22, 2017

d) MOOvin 5K – Wisconsin Track Club, June 3, 2017

e) Make Music Madison – Karen Rebholz, June 21, 2017

Mr. Sundquist requested the removal of Item iii(e) and Mr. Wade requested the removal of the Board minutes from the Consent Agenda. Mr. Wade moved and Mr. Imes seconded a motion to approve the Consent Agenda without those items. Motion passed unanimously.

i) Approval of the minutes of the February 20, 2017 Board meeting The date of the meeting and a typographical error were corrected.

iii) Special Event Street Use permits

e) Make Music Madison – Karen Rebholz, June 21, 2017 Mr. Sundquist said this event will need to comply with the Village’s noise ordinance. It was noted that resident Beth Mastin-Kiefaber was one of the original organizers of the area-wide event a few years ago.

Mr. Benforado moved and Mr. Wade seconded a motion to approve the February 20, 2017 Board minutes, as amended, and the Make Music Madison Street Use Permit application. Motion passed unanimously.

C. Ordinances None were considered.

D. New Business Resolutions and Motions

iv) Resolution R-2017-3: Close the loophole that shifts property tax burden from commercial to residential property owners (agenda item taken out of order) Passage of this resolution is recommended by the League of Wisconsin Municipalities. Mr. Benforado moved and Ms. Readel seconded a motion to approve Resolution R-2017-3. Motion passed unanimously.

v) Consider issue of free roaming cats and possible ordinance changes Ms. Borisy-Rudin reviewed the history of recent changes to the ordinance pertaining to free roaming housecats. The Public Health and Safety Committee recommended that a public hearing on the issue be held at the Board level. Ms. Readel said the Parks Committee’s recommendations were: 1) treat free ranging cats with a private property approach—if they are on a neighbor’s property without his/her permission, they could be considered trespassing; 2) cats would not be allowed on public property; 3) more education about the impacts of free-roaming cats would be helpful; 4) if any “community cats” i.e., homeless cats, live in the Village, they should be removed. The Committee was split on whether free roaming housecats should be banned. After discussion, the Trustees agreed that information about the issue, including the Public Health and Safety and Park Committee meeting minutes, a recording of the March 1, 2017 Cat Forum discussion, and the letters/emails received, would be posted on the Village website. A public hearing will be held at the April 18, 2017 Board meeting.

5. Appearances and Communications

iv) Village Engineer Brian Berquist will present the Village’s Madison Area Municipal Stormwater Partnership permit report Mr. Berquist reviewed the biennial report—to be submitted to the DNR by the end of the month—describing the Village’s efforts to comply with the municipal stormwater permit. He said that despite Shorewood Hills’ several initiatives to

control runoff—including the installation of rain gardens and bio-retention basins, and the Village’s policy of limiting impervious surfaces when possible, when roads are reconstructed—it is difficult for the Village to meet the goal of reducing the discharge of suspended solids by 20%. It has been successful in a 16.7% reduction, which is acceptable to the DNR to date. The agency is aware that, unlike many other municipalities, the Village has little open space for the construction of retention ponds. The ditch along the railroad track on the south side of Purdue Street/the Pool, and the swale on the east side of University Bay Drive, are the Village’s most effective stormwater collection basins. Mr. Berquist said the Trustees may want to consider the purchase of a high efficiency vacuum street sweeper when the present one is replaced in three to four years. This equipment would be expensive—~\$200,000—but would be effective in picking up small particles that would wash to the watershed if left on the streets.

6. Board Matters

B. New Business Resolutions and Motions

i) Consider University Bay Drive traffic calming measures The Public Works Committee recommended the installation of several bump-outs on University Bay Drive from Colgate Road to Highland Avenue and the construction of a raised crosswalk at the southern entrance to the street. The measures are intended to slow traffic. Ms. Borisy-Rudin moved and Mr. Imes seconded a motion to ask Mr. Berquist to develop a bid document for the construction of the crosswalk and bump-outs recommended by the Public Works Committee. The improvements will be financed with funds from the Capital Budget. Motion passed unanimously.

ii) Consider awarding bid for storage building project Mr. Wade moved and Mr. Benforado seconded a motion approving the bid of McKee Associates, Inc. to build a cold storage building for the Village for \$529,200 with an allowance of up to 10% of the contract amount for contingencies. Motion passed unanimously.

iii) Resolution R-2017-3 authorizing the issuance and establishing parameters for the sale of not to exceed \$4,000,000 general obligation promissory notes Mr. Wade moved and Ms. Borisy-Rudin seconded a motion to approve the adoption of Resolution R-2017-3 authorizing the issuance of up to \$4,000,000 in general obligation promissory notes, and establishing parameters for the Village President and the Village Treasurer to decide on the dollar amount of notes to be offered. After discussion, the Trustees unanimously agreed to the revision of the motion to say up to \$4,100,000 would be borrowed. The motion passed as revised unanimously.

vii) Authorize \$1,000 payment to My Tree Guy LLC for Post Farm Park nature-based playground work The ad hoc Post Farm Park Playground Committee recommended the payment to show the Village’s appreciation for the materials and many hours of labor donated by Eon Dinauer, the owner of My Tree Guy, in the construction of the Post Farm Park playground. Ms. Readel moved and Mr. Wade seconded a motion to authorize the \$1,000 payment. Mr. Benforado moved and Mr. Imes seconded a motion to add to the original motion that the \$1,000 would be taken from the Village’s undesignated fund balance. That motion passed unanimously. The original motion, as revised, passed unanimously.

viii) Write off uncollectable ambulance accounts receivable Mr. Wade moved and Ms. Borisy-Rudin seconded a motion authorizing the write-off of uncollectible accounts receivable for ambulance service in the amount of \$92,099. Motion passed unanimously.

ix) Resolution R-2017-6 thanking Mark Sundquist for his years of service to the Village Mr. Benforado read the resolution aloud. Mr. Benforado moved and Mr. Wade seconded a motion to approve Resolution R-2017-6. Motion passed unanimously.

Recess at 9:44 p.m. to celebrate with Mr. Sundquist and his wife, Sarah, his presiding over his last Board meeting after ten years of service as Village President.

Mr. Benforado was excused at 9:55 p.m. Meeting reconvened at 10:05 p.m.

vi) Consider Resolution R-2017-5: Climate Change The Trustees suggested revisions to the resolution (see red-lined version attached). Mr. Imes moved and Ms. Readel seconded a motion to approve Resolution R-2017-5 as amended. Motion passed unanimously.

E. Appointments Mr. Sundquist appointed Jim Rogers to the Public Health and Safety Committee. He will replace Andy Stoltman who is stepping down.

7. Reports of Officials and Committees

A. Village President Mr. Sundquist asked the Trustees to keep in mind some of the things discussed in prior Procedures Orientations, including: respect for the Open Meeting Laws; diplomacy; a concentration on solutions; the use of incremental steps to effect change; and support for staff. He thanked the Board for the time spent with them.

B. Village Administrator Mr. Frantz thanked Mr. Sundquist for his service.

D. Personnel Committee The Committee will meet in April to consider the seasonal hires.

E. Finance Committee The members thanked Mr. Sundquist for his many years of service on the Committee. They discussed the anticipated borrowing.

F. Plan Commission The Plan Commission discussed the parking pads on Lake Mendota Drive.

J. Recreation Committee The Committee is considering policies to govern the use of the library space at the DPW Building.

The remaining Committee chairpersons had nothing further to report.

8. Adjourn Meeting adjourned at 10:36 p.m.

Respectfully submitted,

Colleen Boyle Albrecht
Village Clerk