

**Village of Shorewood Hills
Services Committee
Minutes of the Meeting of April 11, 2017**

Preliminary Matters

1. The meeting was called to order at 5:30 pm.
2. Trustee Fred Wade, Charlie Field, Jerry Stein, Georgene Stratman, Bill Munkwitz and Bill Muehl were present. Village Administrator Karl Frantz, DPW Chief John Mitmoen, and Trustee Anne Readel also attended the meeting.
3. Karl Frantz confirmed compliance with the Open Meetings Law.
4. The Committee approved the minutes of its prior meeting July 14, 2016 by a 6-0 vote with two corrections on a motion by Jerry Stein and a second by Charlie Field. References to Bill Muehl were changed to Bill Munkwitz and the spelling of Rod "Holt" was changed to Rod "Helt."
5. Karl Frantz provided the Committee with a status report and construction schedule with respect to the new cold storage facility. The construction schedule was distributed to members of the Committee, and indicates that mobilization for construction could begin on April 17, and that all of the work should be completed by August 4.
6. Review and Recommendation on Community Center Policies

Trustee Anne Readel, the Chairperson of the Recreation Committee, was recognized to present a recommendation of the Recreation Committee with respect to Village policies for the Community Center. She began by noting that the Recreation Committee had received complaints that non-profits were required to rent the facility for 3 events at a time, and additional concerns that the rents seemed high.

The rents were increased some time ago in the hope that higher rates would cover the cost of clean-ups and the removal of trash. However, the higher rents appear to have contributed to a drop-off in use of the Community Center.

Trustee Readel reported that the Recreation Committee had determined that the Village should make more use of its public spaces, and was proposing changes to the Village policies for the Community Center to encourage more use, by making it easier and cheaper to rent the facility. She added that the proposed changes were in the nature of an experiment that would be reviewed in a year to see how they work in practice.

The Committee proceeded to review the proposed policies and to make suggestions, which Trustee Readel said she would consider before presenting the proposals to the Board. Topics included the lack of a persuasive rationale for requiring that the facility be rented by some organizations for 3 events at a time, the lack of handicap access that has prevented the Garden Club from using the Center, the pricing that is proposed for various uses, whether it should be

clarified that security deposits are refundable, and whether security deposits should be required for use by the Village or Village organizations.

After the discussion, Charlie Field moved that the Committee recommend Village Board consideration of the proposed rules for the Community Center. The motion received a second from Bill Muehl and was adopted 6-0.

7. Review and Recommendation on Policies Regarding Use of the Fire/DPW Building

Trustee Readel was then asked to discuss a proposed policy for use of the Firehouse Library that has been developed by the Recreation Committee. She stated that the policy is needed to accommodate use of the facility for a Village library run by volunteers, and that her Committee is hopeful that the proposed policy would encourage such use.

The Committee proceeded to review the proposed policy and to make suggestions, which Trustee Readel said she would consider before presenting the proposals to the Board. Topics included terminology identifying the "book room" and the "meeting room," the capacity of the rooms, the fact that the rooms are unlocked during the day so that they may be used for the evacuation of students from the Shorewood Hills School (if that may be necessary), and the procedures for using the rooms for meetings (including checking out a key). Members of the Committee also made suggestions for improvements that could be considered for the Library, including furniture, the possibility of installing a new ceiling and/or better lighting in the old Board room, and the possibility of expanding that room by removing a wall between it and the former office that was occupied by David Sykes.

As in the case of the proposed Community Center policy, Trustee Readel stated that the proposed changes were in the nature of an experiment that would be reviewed in a year to see how they work in practice. Bill Muehl moved, with a second by Jerry Stein, that the Committee recommend Village Board consideration of the proposed use policy for the Firehouse Library. The motion was adopted 6-0.

8. Consideration of Village Policy Concerning Installation, Repair and Replacement of Garbage Disposals

At the previous meeting of the Committee, it was noted that the Village began the practice of buying, repairing, and replacing garbage disposals when Sam Roth was the Village Administrator. However, it was suggested that newer residents may not be aware of the policy, because service calls and replacements have declined in recent years.

While there is still information about the Village role with respect to garbage disposals on the website, it was stated during the previous meeting of the Committee that the availability of the service has not been advertised in the Village Directory or in the Bulletin for a number of years.

The Committee did not review or consider the content of the website in considering whether the existing policy should be changed.

However, as additional context for Board consideration of this matter, Trustee Wade reviewed the information on the Village website appears under the "I Want To ..." tab at the upper right hand corner of the website pages in preparing these minutes. An item for "I want to get help for my garbage disposal" is the eleventh heading out of 30 that are listed. This entry states that "the Village has a long history of being in the garbage disposal business" and adds that "almost all of the homes in the Village have garbage disposals that were installed and maintained by the Village Crew." The concluding paragraph of the section on garbage disposals states that, "you may purchase a disposal from the Village and put it in yourself, hire a contractor to put it in, or the Crew can install it for you ... [for a charge of] about \$60-70 ... depending on parts and labor."

DPW Chief John Mitmoen reported at the previous meeting that the Village normally does not charge for service calls that take less than 10 to 15 minutes, but noted that some calls may take 1 to 1.5 hours, and in such cases, the \$35 charge does not cover the cost of labor. He also noted that the installation, repair and replacement of disposals may sometimes require electrical and plumbing work for which crew members should have a license. These points were reiterated as the Committee considered the question of whether the Village should make changes in its long-standing policy.

After discussing the matter, Bill Muehl moved, and Bill Munkwitz seconded a motion, that the Services Committee recommend the following policy for adoption by the Village Board: that the Village will discontinue the service of buying, installing, and replacing garbage disposals for residents, but continue to provide service for disposals, if it appears that the necessary service requires 15 minutes or less to complete, and does not require electrical or plumbing work. The motion carried 5-0 (Charlie Field had to leave the meeting before the vote at 6:30 pm).

If the Village Board adopts the proposed policy, the Committee will consider changes to the website language concerning garbage disposals at its next meeting. It will also consider whether possible revisions to Section 9.01 of the Village Code concerning the "disposal of garbage" with "garbage grinder units."

9. Next Meeting

The Committee did not set a date and time for its next meeting, as the need is contingent on developments.

10. Adjournment

On a motion by Bill Muehl and a second by Jerry Stein, the Committee voted 5-0 to adjourn at 6:47 pm.

Respectfully submitted,

Fred Wade