

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

Monday, September 18, 2017 7:00 p.m.

1. **Call to Order** Village President 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, Felice Borisy-Rudin, David DeVito, Mark Lederer, John Imes and Anne Readel. Also in attendance were Village Treasurer Sean Cote, Village Administrator Karl Frantz, Interim Police Chief Jerry Jansen, Emergency Services Coordinator David Sykes and Village Clerk Cokie Albrecht. Approximately twenty-five 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) **Aaron Chapin—Shorewood Hills’ new Police Chief**
Chief Chapin introduced himself and provided a brief summary of his background. He thanked the Trustees for the opportunity to work for the Village. His first day on the job will be October 2, 2017.
 - ii) **Dane County Executive Joe Parisi—Yahara Chain of Lakes Clean Up Initiative** Mr. Parisi described Dane County’s “Suck the Muck” initiative, designed to improve water quality in the Yahara chain of lakes. Kyle Minks and John Reimer from Dane County’s Land and Water Resources Department reviewed the County’s research to identify the sources of phosphorous, one of the main contributors to lake algae blooms. Their analysis revealed that over decades a significant amount of phosphorous has accumulated on the bottom of the County’s waterways. The phosphorous diffuses into the water, negatively affecting its quality. The County plans to use a vacuum system to suck the phosphorous-laden muck from 33 miles of streams at a cost of \$12 million. Mr. Parisi said the four-year effort is expected to remove 870,000 pounds of phosphorus that otherwise would continue to contribute to lake pollution.
6. **Board Matters**
 - D. New Business Resolutions and Motions** (agenda item taken out of order)
 - i) **Consider one-year extension of Planned Unit Development (PUD) and Specific Development Plan (SDP) zoning for Ronald McDonald House (RMH) expansion** The Trustees approved the PUD and SDP for the expansion of the RMH in June, 2016. The zoning changes expire without Village action to extend them. Kevin Huddleston, Director of the RMH, said they have reached 80% of their fundraising goal to finance the House expansion. They hope to break ground on the project next spring. Steve Hoff, RMH Board member, said there have been no changes to the plans the Trustees approved last year. Mr. Imes moved and Mr. Wade seconded a motion to extend the PUD and SDP zoning for the project until June 27, 2018. Motion passed unanimously.
 - ii) **Consider approval of conditional permit for emergency generator at 3321 Tally Ho Lane** The Plan Commission unanimously recommended that the Trustees approve the conditional use permit. Ms. Readel moved and Mr. DeVito seconded a motion to approve the conditional permit for the emergency generator at 3321 Tally Ho Lane. Motion passed unanimously.
 - iii) **Consider approval of special exception permit to exceed floor area limit at 3140 Oxford Road** The Plan Commission unanimously recommended that the Trustees approve the special

exception permit: the addition will not change the house's footprint, it addresses a water leak issue, the property backs onto University Houses fields, and the neighbors who commented had no objections. Mr. Imes moved and Mr. Wade seconded a motion to approve the special exception permit to exceed the floor area limit at 3140 Oxford Road. Motion passed unanimously.

A. Payment of Bills Mr. Cote reviewed the bills and recommended their payment. Mr. Wade moved and Mr. DeVito seconded a motion that the Board authorize the payment of the end of August pre-paid bills in the amount of \$34,366.38 and \$225,755.67 for September Board bills, for a total amount of \$260,122.05. Motion passed unanimously.

Mr. Cote was excused from the meeting at 8:00 p.m.

C. Ordinances (agenda item taken out of order)

i) Third reading of an Ordinance L-2017-2 amending Section 17.06(10)(a) of the Village Code Licensing of Dogs and Cats, Regulation of Pets The Board's consideration of the Ordinance this evening followed the process proposed by Mr. Benforado: the Trustees who had submitted ideas for amendments to the Ordinance were given an opportunity to describe the changes they proposed; members of the audience who cared to comment were given three minutes to express their views; the Trustees discussed the Ordinance at the Board level. After deliberation, Ms. Borisy-Rudin moved and Mr. Lederer seconded a motion to amend proposed Section 17.06(10)(a)(9) of Ordinance L-2017-2 so it read (strikeouts indicate words removed; italics indicate words added): "Allow the pet, while on another person's property without ~~permission from~~ *consent of* the property owner, to harass, injure, or kill any animal." Motion passed 5 – 2 with Mr. DeVito and Mr. Imes voting no.

Ms. Readel moved and Mr. Lederer seconded a motion to amend three proposed portions of Ordinance L-2017-2 relating to antipredation devices (strikeouts indicate words removed; italics indicate words added):

1) Section 17.06(4)(b) "Antipredation Device means a device that effectively warns other animals of the pet's presence, such as, ~~but not limited to,~~ a bell that is audible at least 15 feet way..."

2) Section 17.06(7)(a)(10) "In addition to the required identification, an effective ~~anti-predation~~ antipredation device shall be attached to the collar of any cat..."

3) Section 17.06(10)(c)(3) "A cat shall not be considered to be running at large if ~~its~~ *it is wearing its* license and an antipredation device. ~~bell is attached to the collar of the cat.~~

Motion passed 5 – 1 – 1 with Mr. Wade voting no and Ms. Borisy-Rudin abstaining.

Mr. Lederer moved and Ms. Readel seconded a motion to waive the third reading of Ordinance L-2017-2 and approve it as amended. Motion passed 6 – 1 with Mr. DeVito voting no.

Mr. Benforado said he would work with the Village Clerk to incorporate the amendments in the final version of the Ordinance.

The Trustees took a recess at 9:52 p.m. Ms. Borisy-Rudin was excused from the meeting then. The Trustees reconvened at 9:57 p.m.

D. New Business Resolutions and Motions

iv) Consider approval of quote to replace Police Department carpet Interim Chief Jansen reviewed his memo to the Board dated September 14, 2017. Ms. Readel moved and Mr. Imes seconded a motion to approve Bisbee's Flooring's bid to install carpet on the Police side of Village Hall, without the inclusion of carpet on the tiled floor, at a cost not to exceed \$6,612. The Village's Department of Public Works will recycle the removed carpet at a cost of \$100 to \$200, which will be included as a capital expense. Motion passed unanimously. Chief Jansen will ask Bisbee's Flooring if it will decrease its bid since it will not need to dispose of the carpet.

B. Consent Agenda

i) Minutes of August 21, 2017 Board meeting and closed and open sessions of August 30, 2017 Special Board meeting

ii) Block Party Permit: Tally Ho Lane – September 24, 2017

iii) Class B beer and Class C wine license: First Unitarian Society

Mr. Benforado requested the removal of the August 21, 2017 Board minutes from the Consent Agenda. Mr. Imes moved and Mr. Wade seconded a motion to approve the remaining items on the Consent Agenda. Motion passed unanimously.

i) Minutes of the August 21, 2017 Board meeting Mr. Benforado moved and Ms. Readel seconded a motion to approve the August 21, 2017 meeting minutes with the following revisions (strikeouts indicate words removed; italics indicate words added):

Item 6.C.ii “... running at large if the cat is wearing a collar with a bell ~~is restored~~ *remains as is...*”

Item 6.C.iii “Second and possible third reading of an Ordinance L-2017-3 amending Section 7.08 of the Village Code Parking, Stopping, and Standing Regulated creating a no parking zone on *the west side* of Edgehill Drive between Edgehill Parkway and Lake Mendota Drive”

Motion passed unanimously.

D. New Business Resolutions and Motions

v) Consider approval of quote to replace air handling unit at Village Hall Amid questions about the efficiency of the alternative options, the agenda item was tabled until more information was available.

vi) Consider issuance of Municipal Revenue Obligation (MRO) for 700 University Bay Drive LLC Through an oversight, the owner of 700 University Bay Drive LLC neglected to request payment of the approved MRO when the building was complete and occupied in 2016. He is requesting it now. Ms. Readel moved and Mr. Imes seconded a motion to issue the MRO according the originally agreed upon schedule. Motion passed 4 – 1 – 1 with Mr. Lederer voting no and Mr. DeVito abstaining.

vii) Appointments

a) Ad hoc Sustainability Committee Mr. Benforado moved and Mr. Wade seconded a motion to approve the following residents to the Committee: Ms. Readel, Chair; Mark Redsten; Anne Helsley-Marchbanks; Sarah Goldenberg; Tracy Bailey; Matt Silverman; Cara Coburn Faris; Fritz Grutzner; Karen Knetter; Eric Adelman; Ty Cashen; and Nadeem Afghan. Motion passed unanimously.

b) Public Works Committee No appointments were made.

7. Reports of Officials and Committees

A. Village President

a) Begin discussions with Marshall Court property owners to complete the bike path in the 2018 construction year The properties required for the construction of the missing link of the bike path south of Marshall Court belong to Stone House Development, University Station, and Psychiatric Services, S.C. Mr. Benforado is interesting in beginning a dialog with them to enable the construction of the bike path next year.

B. Village Administrator

a) Cybersecurity report Discussion of this agenda item was tabled until a future Board meeting.

b) Update on computer system failure and data restoration A report was included in the Board Packet. Mr. Frantz said Mr. DeVito has proposed that the Village tap resident expertise to provide advice about computer security, etc. Mr. DeVito will prepare a memo outlining his thoughts for the Trustees’ consideration.

c) Tobacco use issue on University Bay Drive Mr. Frantz said that, according to Juli Aulik, UW Health Community Relations Director, the UW Hospital is working on the issue. He plans to contact her in November to learn the results of their efforts.

H. Finance Committee At its last meeting the Committee was updated on the server crash. It will be working on the 2018 budgets over the next weeks.

J. Public Works Committee The Committee's next meeting will be a listening session to hear residents' thoughts about traffic. There is an interest in addressing traffic calming from a Village-wide perspective.

K. Services Committee Mr. Wade said he toured the old DPW building; he suggested the other Trustees might want to do the same. He is considering whether there may be cost effective options to make the Community Center handicapped accessible.

O. Golf Committee Due to a conflict, the Blackhawk Country Club golf pros were unable to attend the meeting this evening to report on the 2017 adult and junior golf programs and to inform the Board of some ideas for additional cooperation. Mr. Wade has extended an invitation to attend the October Board meeting.

P. Pool Committee The Committee is considering capital improvements; the Pool has little debt remaining.

The remaining Committee chairpersons had nothing further to report.

8. **Adjourn** Meeting adjourned at 11:34 p.m.

Respectfully submitted,

Colleen Boyle Albrecht
Village Clerk