

Village of Shorewood Hills
Approved Minutes
Monday, December 18, 2017

1. Called 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, Mark Lederer, David DeVito and John Imes. Trustee Anne Readell was excused. Also in attendance were Village Treasurer Sean Cote, Village Administrator Karl Frantz, Department of Public Works Chief John Mitmoen, Police Chief Aaron Chapin, Administrative Services Coordinator/Deputy Clerk David Sykes and Village Clerk Karla Endres.

3. Statement of Public Notice Karl Frantz stated the meeting has been properly noticed.

4. Procedures Orientation nothing to report

5. Appearances and Communications

i) Tracy Koziol-Ad hoc Heiden Haus Committee project report

Tracy Koziol, resident at 3414 Lake Mendota Drive and Kelly Thompson, Architect from Kontext Architects were in attendance.

Tracy gave a brief presentation on the proposal for the Heiden Haus. The next step would be a public open house. The committee's proposal includes keeping the Heiden Haus as a warming house and adding bathrooms and storage for Village programs as well as changing the entrance look from the corner of Shorewood Boulevard. The proposal includes a pavilion with a green roof and possible solar panels. There is an existing memorial site that would be relocated with a new bench and tree based on what the family would prefer.

Kelly Thompson, Architect, stated he understood the committee's desire for a transparent structure that is inviting to the public. The goal is accessibility and connectivity between streets.

Ms. Borisy-Rudin asked about who would be responsible for the maintenance of the doors, glass and green roof.

Tracy stated that Corey George has been included in all conversations about the green space and indicated that the Village would be able to maintain the building.

Kelly stated the maintenance of the green roof, if they are specific as to what is planted, is something that will maintain itself. There is a variety of plantings available that don't require a lot of maintenance.

The garage doors would be commercial grade garage doors and will have Plexiglas like you would see in a hockey rink.

Tracy stated the building would be used for parties, gatherings, Land Rec, July 4th, soccer, school functions, and the possibility of renting the space out for various functions.

Mr. Imes stated the idea of solar energy is a great idea and an analysis should be done.

Mr. DeVito believes the garage doors would need to be locked to avoid any potential liability. He feels this would be a great attribute to the Village and would be viewed more as a Village Park that it would be maintained by the Village.

Mr. Lederer asked what type of involvement would be needed by MMSD

Tracy stated she has been in conversation with them once a month and they are excited about the project but do not have the funds to help pay for it. They also suggested the

Village draft an agreement for the use of the building and playground and they will work at approving it.

No further action was taken.

6. Board Matters

D. New Business Resolutions and Motions

i.) Resolution R-2017-11 Statement regarding Village rights of way Mr. Benforado gave a brief background of situations that have arose in the Village that effect the right of way.

Mr. DeVito recused himself at 7:38 prior to discussion and sat in the audience.

Mr. Dregne explained the resolution he drafted. He stated it would be beneficial to have the factual background on the right of way parking spaces and adverse possession.

Beginning 1993 and forward the state determined one may not go forward and claim adverse possession.

Mr. Dregne went through the draft and discussed the various options on how to deal with situations that involve village right of way.

Mr. Wade stated he doesn't like the use of the word "unlawful" because of the strength of the action it gives.

Mr. Dregne stated using "an unauthorized use of village property" instead of "unlawful".

Ms. Borisy-Rudin is concerned with the vague nature that it includes personal driveways. She stated E should be defined so that it doesn't refer to driveways.

Mr. Dregne stated there was not a helpful definition that defined driveways. He suggested adding to E to state "which are not lawful driveways".

Ms. Borisy-Rudin stated that resolution item 6, should state "unless removal of vegetation" is deemed to be in public interest.

Mr. Lederer asked if there was an action that would be in between giving residents permission versus removal of their encroachment in the Village's right of way. He asked if the Village would rather wait and deal with the issue as it arises.

Mr. Wade stated that in recital D the change should be made to state "unusual for property owners "to use" and "as part of their yard".

Ms. Borisy-Rudin has a problem with the fact that residents have been able to use these parking pads for personal use and now the Board is considering that these are available for the general public. She feels we need to define driveways before we act on this resolution.

Mr. Benforado is comfortable with the resolution and taking a vote tonight.

Mr. Wade stated he would like to have a process in place for permission, prior to taking a vote.

Mr. Imes stated the City of Madison charges residents a fee for parking pad space.

Mr. Dregne stated he will revise the resolution with the given suggested changes and provide a clean copy.

No further action was taken.

8:22 pm went into closed session.

Went into open session at 8:59 pm

A. Payment of Bills

Mr. Cote gave a brief summary of the bills and recommended approval in the amount of \$131,662.20.

Mr. Wade moved and Mr. Imes seconded a motion to approve the bills in the amount of \$131,622.20.

Motion passed unanimously

Ms. Borisy Rudin was excused at 9:02 p.m.

B. Consent Agenda

i) Regular and Closed Session Minutes of November 20, 2017

Mr. Imes moved and Mr. Wade seconded the minutes from November 20, 2017 and closed session minutes with changes noted.

Motion passed unanimously.

C. Ordinances

i) First, Second and possible third reading of an Ordinance L-2017-5 Amending Section 2.02(10) (b) and (10) (b) 7 of the municipal code Standing Committees

Mr. Lederer moved and Mr. Wade seconded a motion to waive the first, second and third readings and to approve ordinance L-2017-5.

Motion passed unanimously.

D. New Business Resolutions and Motions

ii) Resolution R-2017-12 Consider 2018 Wages

Mr. Imes moved and Mr. Lederer seconded approval of Resolution R-2017-12 to approve 2018 wages consistent with the Village Board adoption of the 2018 budgets on November 20, 2018.

Motion passed unanimously.

iii) Consider five-year Village capital plan

Mr. Benforado would like to see the capital plan updated prior to discussion.

Mr. Lederer stated the updated capital plan will be a good comparison to the Baird analysis to give the Board of Trustees the necessary information of what the Village needs to decide if they borrow or not. He asked that an updated debt analysis be developed showing debt issuance that stay within village internal limits.

There was a discussion on the Village debt load and the future expenses.

Mr. Devito excused himself at 9:35 p.m.

Mr. Cote excused at 9:38 p.m.

No further action was taken.

iv) Set 2018 meeting dates

Consensus approval for meeting

Mr. Lederer moved and Mr. Imes seconded a motion to approve the meeting dates and the Village Caucus being Tuesday January 16, 2018.

Motion passed unanimously.

E. Appointments

i) Sarah Goldenberg, Karen Rebholz – Blackhawk Liason Committee

Sarah Goldenberg, 3415 Edgehill Pkwy

Karen Rebholz, 3535 Lake Mendota Drive

ii) Tu Le – Public Works Committee

Tu Le for Public Works 2715 Marshall Ct, Apt 322

Mr. Lederer moved and Mr. Wade seconded a motion to approve Sarah Goldenberg and Karen Rebholz to the Blackhawk Liason Committee and Tu Le to the Public Works Committee.

Motion passed unanimously.

iii) Appoint poll workers

Mr. Wade moved and Mr. Imes seconded approval of the provided list of poll workers
Motion passed unanimously.

F. Reports of Officials and Committees

i) Village President

a. **Committee vacancies** Mr. Benforado suggested that committee chairs fill any vacancies on their committees.

Mr. Wade suggested advertising in the Village Bulletin.

ii) Village Administrator-no report

G. Personnel Mr. Imes provided a brief update that staff is in the process of hiring Administrative Assistant and Part time Police Officers

H. Finance-no report

I. Plan Commission- Plan Commission talked about the fence ordinance and decided they would rather not change it based on one resident or a particular situation. For new home construction, there would be a preconstruction meeting to discuss the building process with neighbors.

J. Public Works-working on revising traffic management plan.

K. Services Committee- Meet December 19, 2017.

L. Public Health & Safety Committee -no report

M. Recreation Committee-No report

N. Ad Hoc Sustainability-No report

O. Parks Committee- No report

P. Blackhawk Liaison-Meeting December 20, 2017

Q. Golf Committee-no report

R. Pool Committee-meets December 19, 2017

S. Waterfront Committee-Minutes included

T. Joint West Committee- The City would like to combine the Joint South East and Joint West Committee and reduce the members. They asked us to reduce from three to one and we are going to ask them to go to two at a minimum.

Adjourn 10:19 p.m. Meeting adjourned at 10:19 p.m.

Respectfully submitted,

Karla Endres, Village Clerk