

**Village of Shorewood Hills  
Board of Trustees Minutes  
Monday, July 15, 2019**

**1. Called to Order** Village President David Benforado called the meeting to order at 7:00 pm.

**2. Roll Call** Members of the Board present were Mr. Benforado and Trustees Mark Lederer, Scott Friedman, John Imes, Tracy Bailey, Cokie Albrecht and Shabnam Lotfi. Village Treasurer Sean Cote was excused. Also in attendance were, Police Chief Aaron Chapin, Administrative Services Manager/ Deputy Clerk David Sykes, Village Administrator Karl Frantz and Village Clerk Karla Endres.

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

**4. Procedures Orientation** Mr. Benforado briefly explained the budget preparation process to the new Board of Trustees.

**5. Appearances and Communications** None.

**6. Board Matters**

**D. New Business Resolutions and Motions**

**i) Consider issuance of conditional use permit for new home construction at 3580 Lake Mendota Drive.**

Mr. Benforado gave a brief background of the conditional use permit being requested.

Fred Robertson, 3580 Lake Mendota Drive, explained the conditional use permit. He said that stormwater management is a shared concern and they are not changing the elevation of the drainage ditch between their house and Munson's property. They are improving stormwater control through landscape management and the professional advice of Nick Konopacki.

Cheryl Robertson, 3580 Lake Mendota Drive stated that Brian Berquist, Village Engineer, is in support of the stormwater plan submitted.

Earl Munson, 3610 Lake Mendota Drive, has concerns of the drainage ditch between the properties. He is worried that the elevation will be altered and therefore create drainage issues for his property at 3610.

Mr. Imes asked if there was a benefit to hire a survey after the project is complete to ensure the elevations stay the same.

Fred Robertson stated that the topographical survey maps, for both the house and the landscaping, show that the elevation of the ditch will not be altered.

Mr. Lederer stated the concern he has is the village right of way and visibility at the driveway due to the trees at the curve and would like to see improvements.

Mr. Frantz stated that the Village Engineer has thoroughly reviewed the stormwater plan and that the project diverts the stormwater around the Robertson house away from Mr. Munson's house.

Mr. Munson stated he wants confirmation that the one foot drop in the driveway and the change in landscaping will not change the runoff and direct it towards his home or Mr. Robertson's.

Mr. Benforado stated that the word "other" should be removed from finding #5.

Mr. Imes moved and Ms. Bailey seconded a motion to approve of the conditional use permit for 3580 Lake Mendota Drive with the findings.

Motion passed 7-0.

## **A. Payment of Bills**

Mr. Benforado stated that Mr. Cote reviewed the monthly bills and indicated there were no material concerns. He recommended ratifying the prepaid June bills in the amount of \$56,312.55 and approving the July bills in the amount of \$199,903.13, for a total of \$256,215.68.

Mr. Lederer moved and Mr. Friedman seconded a motion to approve the monthly bills in the amount of \$256,215.68.

Motion passed 7-0.

## **B. Consent Agenda**

- i) Special Meeting Minutes of June 12, 2019**
- ii) Regular Meeting Minutes of June 17, 2019**
- iii) Approve seasonal Basketball hires and rates**
- iv) Approve seasonal Tennis hires and rates**
- v) Approve seasonal Public Works hires and rates**

Mr. Benforado removed June 12, 2019 special meeting minutes from the consent agenda and stated he will recuse himself from the basketball hires because his son is a coach.

Mr. Friedman moved and Mr. Lederer seconded a motion to approve the June 12, 2019 special minutes as amended.

Motion passed 7-0

Mr. Benforado removed himself from the table at 8:06 pm.

Mr. Lederer moved and Ms. Bailey seconded the remaining consent agenda items of meeting minutes of June 17, 2019, seasonal basketball hires and rates, seasonal tennis hires and rates, seasonal public works hires and rates for approval.

Motion passed 6-0.

Mr. Benforado returned to the table at 8:07 pm.

## **C. Ordinances**

- i) Ordinance L-2019-2 Third reading of an ordinance creating section 7.08(10) of the Village code related to parking and towing of vehicles**

Tabled until the August Board meeting.

- ii) Ordinance L-2019-3 third reading of an ordinance amending section 2.02(10)(c)3 of the Village code regarding the resident/non-resident composition of the Waterfront Committee**

Mr. Friedman moved and Ms. Albrecht seconded a motion to approve the third and final reading of ordinance L-2019-3 amending section 2.02(10)(c)3 of the Village code regarding the resident/non-resident composition of the Waterfront Committee.

Motion passed 7-0.

## **D. New Business Resolutions and Motions**

- ii) Resolution R-2019-12 Petition for alteration and railroad crossing improvements (University Bay Drive)**

Mr. Lederer moved and Ms. Bailey seconded a motion to adopt resolution R-2019-12.

Motion passed 7-0.

**iii) Consider quote for chip seal on Colgate Road, University Bay Drive and Cornell Court from Scott Paving**

Mr. Benforado gave a brief background on the proposed chip seal road maintenance project and that it would be beneficial in the interest of time gives the past experience with this company to move forward in the approval process of this project.

Ms. Lotfi moved and Mr. Imes seconded a motion to approve the proposal from Scott Paving to chip seal Colgate Road, University Bay Drive and Cornell Court.

Motion passed 7-0.

**iv) Consider participating in MG&E shared solar program and purchase of shares**

Mr. Benforado recused himself at 8:22 pm due to his employment at MG&E.

Mr. Frantz explained the financing and the allocation of the expenses to the various funds for purchasing the shares. He stated that Mr. Cote had reviewed this program and is in support. He also stated that this project was not budgeted for this year because the program did not exist until recently.

Mr. Imes stated there is a large demand for this program and time is of the essence to participate. Ms. Albrecht stated the Village will recoup their cost of \$24,000 by saving roughly \$61,000 over the lifetime of this project.

Ms. Albrecht moved and Mr. Friedman seconded a motion to participate in the MG&E shared solar program and move forward with purchasing as highlighted in the allocation document provided. The Village will be at 100% renewable when the project is completed.

Motion passed 6-0.

Mr. Benforado returned to the table at 8:31 pm.

**v) Consider adjustment to stormwater utility rate and set effective date**

Mr. Lederer gave a brief background on the stormwater utility and the fees that were set back in 2007. He explained that if the proposed \$13.00 rate was imposed there could be a small surplus in 2020. This could continue to grow marginally and help the Village pay for capital improvements in the future.

Ms. Bailey asked if the Finance Committee has talked about when the next rate increase would happen after this increase, by putting in a fee schedule of increases.

Mr. Lederer stated they had discussed a rate schedule for increases in the future.

Mr. Lederer moved and Ms. Bailey seconded a motion that the Board approve a new stormwater fee of \$13.00 per month per ERU to be effective September 1, 2019 for the September billing period.

Motion passed 7-0.

**E. Appointments**

Mr. Friedman stated he needs two members for Public Health and Safety.

Mr. Benforado reminded Trustees to be actively looking for residents to fill committee vacancies.

Ms. Bailey asked how the Village deals with the terms of the committee members to ensure we are opening up spots for new residents trying to get involved.

## **7. Reports of Officials and Committees**

### **A. Village President**

**i) 4<sup>th</sup> of July recap** – Mr. Benforado thanked all trustees who participated in any of the July 4<sup>th</sup> events.

**ii) LWMMI dividend** – gave an update on the Village’s insurance dividend and that the program is a great program to participate in with low rates and reinvesting in the participants.

**iii) Recognition Awards program** – start up a program to recognize village volunteers.

**B. Village Administrator-** brief update on developers who have contracts with WHEDA. The Village has obtained letters confirming Flad and Stone House are complying with Village requirements to provide affordable housing.

**C. Personnel Committee** – Did not meet. Police will be interviewing candidates for a full time police position.

**D. Finance Committee** – reported earlier.

**E. Plan Commission** – Cara Faris updated the committee on progress with the sustainability committee. A brief update from Vandewalle and Associates on the Garden Homes area. There was a good amount of public input at the meeting.

**F. Public Works Committee** – Met and discussed the safe routes to school and the bike path construction. Also discussed the stormwater rates.

**G. Services Committee** – did not meet.

**H. Public Health & Safety Committee** – nothing to report

**I. Recreation Committee** – nothing to report

**J. Ad hoc Sustainability Committee** – discussing their draft sustainability plan with various committees.

**K. Ad hoc Disaster Preparedness Committee** – nothing to report.

**L. Ad hoc Stormwater Committee** – Held a public input session and there was support for the tunnel.

**M. Ad hoc Heiden Haus Committee** – Contract signed with Destree Architects for the design of the Heiden Haus renovations.

**N. Parks Committee** – nothing to report

**O. Blackhawk Liaison Committee** – nothing to report.

**P. Pool Committee** – nothing to report.

**Q. Waterfront Committee** – staff working with the committee on new procedures of communication with the contractor for the following year.

**R. Joint Campus Committee** – Nothing to report.

## **8. Next Meeting date: August 19, 2019**

### **9. Adjourn**

Meeting was adjourned at 9:41 pm.

Respectfully submitted,

Karla Endres  
Village Clerk