



Village of River Hills
7650 N Pheasant Ln
River Hills, WI 53217

Village Hall: 352-8213
Public Works: 352-0080
Police: 247-2302

BOARD OF TRUSTEES MEETING MINUTES

Wednesday, October 21, 2020 @ 5:30 pm

**This meeting was a virtual meeting through
GoToMeeting – Access code 412-363-653**

- 1. Roll Call:** was answered at 5:30 p.m. by President Steve Anderson, Trustee David Fritz, Trustee Peter Kingwill, Trustee Peggy Russo, Trustee Bill Walker, Trustee Christopher Noyes and Trustee Kurt Glaisner. Also present: Village Attorney Bill Dineen (present for regular meeting at 7:00pm), Police Chief Mrozak, DPW Superintendent Randy Groth, Deputy Clerk Stephanie Waala and Village Manager Tammy LaBorde.
- 2. BUDGET WORKSHOP – 2021 VILLAGE BUDGET**
LaBorde reviewed the changes in the budget that had taken place since the Committee meetings in September. She stated the maximum allowable levy will be reduced from \$3,401,156 in 2020 to \$3,084,790. The reduction came from the refinancing of debt and the maximum allowable levy was reduced over \$300,000. The column “Manager 2021” is the version of the budget being proposed. The estimated tax rate for 2021 is \$6.32/thousand assessed value. All changes to the budget since the committee meetings are noted. Health and dental insurance rates are not yet known. The Police and Fire capital funds, TID fund, Debt Service, and Sewer fund were also reviewed. The Village is waiting to hear from the state as to what the percentage increase for expenditure restraint is for 2021.

Motion by Fritz and seconded by Noyes to accept the “Manager” version of the budget as presented and publish the hearing notice. Motion carried unanimously.

- 3. CLOSED SESSION – You are hereby notified that the Village Board and staff of the Village of River Hills will convene into closed session upon motion duly made and seconded as required under §19.85(1)(a), Stats. The purpose of the closed session is for the following:**

- Pursuant to Sec. 19.85(1)(c) – Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility specifically regarding 2021 wages.

You are further notified that at the conclusion of the Closed Session, the Village Board will convene into open session pursuant to 19.85(2), Stats., for possible additional discussion and action concerning any matters discussed in closed session.

Motion by Fritz and seconded by Noyes to move into closed session at 6:10 p.m.; motion carried unanimously.

4. RETURN TO OPEN SESSION

Motion by Fritz and seconded by Noyes to return to open session at 6:30 p.m.; motion carried unanimously.

5. Discussion and Possible Action on any item from Closed Session and remaining agenda

No discussion.

The Village Board recessed until 7:00 p.m. when the regular Board meeting is to begin. The meeting began at 7:00 p.m.

6. CONSENT AGENDA

- a. **The Agenda**
- b. **Village Board Minutes of September 16, 2020**
- c. **Board of Appeals Minutes – June 24, 2020**
- d. **Building Board Minutes – August 17, 2020**
- e. **Plan Commission Minutes – September 23, 2019**
- f. **Voucher List**

Motion by Glaisner, and seconded by Russo to move Agenda Item #18 to before #8; motion carried unanimously.

Motion by Glaisner and seconded by Russo to approve the consent agenda as submitted; motion carried unanimously.

7. PUBLIC COMMENTS ON NON-AGENDA MATTERS - None

MOVED UP #18. Consideration and Possible Action Regarding Committee on the Environment's Alternative Proposal for Eder Farm Parcel to Make Application for the Knowles-Nelson Stewardship Program of the Wisconsin Department of Natural Resources

Attorney Dineen stated that a request to create a public park or public grounds per Section 62.23(5) Wis. Stats., must be referred to the Plan Commission. There is a Plan Commission meeting scheduled for November 9, 2020. The Board could refer this to the Plan Commission for review, consideration and to report back to the Board. Bob Boucher and Peter Thornquist presented a draft letter to the DNR expressing interest in applying for the grant. The letter has to be forwarded to the DNR as intent has to be expressed prior to the purchase of the property.

Motion by Fritz and seconded by Noyes to refer the Committee on the Environment's request to establish a park at the former Eder farm property to the Plan Commission for review and recommendation and to send the appropriate letter to the Wisconsin DNR; motion carried unanimously.

8. FUTURE AGENDA ITEMS

Trustee Fritz requested that an item be placed on the November agenda for discussion regarding solar panels specifically regarding commercial sized solar panels in River Hills. The Board asked who could be contacted to provide information regarding solar panels. LaBorde stated she would look into who would be able to provide information to the Board.

9. Consideration and Possible Action on RESOLUTION 2020-15 Creating Tax Incremental District No. 1, Approving its Project Plan and Establishing Its Boundaries

President Anderson provided a summary of the events to date. The Plan Commission has recommended approval of the TID. Alan Marcuvitz who is serving as the Village's legal representative presented information regarding the process which has been followed for the creation of the TID. Joe Murray, the Village's Financial Advisor, provided financial information related to the financing of the TID.

Motion by Walker and seconded by Fritz to approve Resolution 2020-15 Creating Tax Incremental District No. 1, Approving its Project Plan and Establishing Its Boundaries as set forth by legal counsel; motion carried unanimously.

10. REPORT OF VILLAGE PRESIDENT – (President Anderson)

President Anderson reported that he was amazed with how the staff has taken care of the Village during extremely challenging times. The Police have done extremely well with multiple challenges. Tammy and Stephanie have done a great job with the budget and the challenges with the presidential election.

11. REPORT OF VILLAGE MANAGER

a. Financial Reports for August 2020

b. Financial Reports for September 2020

LaBorde noted that we are at 75% of the year. In October the Board will see the creation of the TID fund as well as moving some of those expenses from the general fund to the TID fund. The Village also received the \$25k for the Routes to Recovery Grant in October. FEMA denied the first application for the Public Assistance grant because it included time we would have paid anyway, so a second application was made for just overtime costs of around \$12k.

c. Halloween Guidance for 2020

The North Shore Health Department has provided guidelines for trick or treating. The flyer is also posted to the Village website.

d. Update on November 3 Election

The Village has received a request for absentee ballots from 784 residents. Of those, 50 were in-person absentee voters yesterday. We have received over 68% of the absentee ballots back at this time.

12. REPORT OF THE RIVER HILLS POLICE DEPARTMENT

Chief Mrozak stated that he had wanted to introduce the new officer, Matthew Spoerl, but will do that at a later date. He will be riding alone starting November 14. COVID-19 so far, we have had only one case with the staff back in May. Staff continue to follow protocols. There are a group of individuals in the north shore that have been finding unlocked vehicles, some with the key in the car. Most are at night but some have been during the day. Staff continues to educate the residents. The department summary report was distributed by email. President Anderson asked about the retirement of John Karakis. The Chief stated that John is hoping to appear at a future gathering to acknowledge his service to the community.

13. REPORT OF THE RIVER HILLS PUBLIC WORKS DEPARTMENT

a. Update on Right-of-Way Projects

Supt. Groth noted that the staff is healthy and has one employee with daycare issues and has had to miss a few days. The Everstream projects have submitted bonds for two future projects. One bond is for \$5,000 and the other is for \$8,000.

b. Discussion regarding budgeting for planting trees in Median on Brown Deer Road

The County will be resurfacing Brown Deer Road and will be having cross over lanes. They will remove ten trees. The project starts in 2021 and ends in 2023. He is waiting to hear from DOT to determine when payment would be needed. No decision needed now but for the future.

14. REPORT OF THE NORTH SHORE FIRE DEPARTMENT

a. Update on Proposed 2021 Budget

Firefighters are moving back into the Shorewood station. NSFD is beginning to budget for minor rehab at the Glendale station for new overhead doors and exhaust handling equipment.

b. Discussion and Possible Action to Approve RESOLUTION 2020-12 Allowing an Option for the Member Municipalities of the North Shore Fire Department an Exception to the Levy Limits for Charges for the North Shore Fire Department Pursuant to 2005 Wisconsin Act 484

Moved by Kingwill and seconded by Russo to approve Resolution 2020-12 Allowing an Option for the Member Municipalities of the North Shore Fire Department an Exception to the Levy Limits for Charges for the North Shore Fire Department Pursuant to 2005 Wisconsin Act 484; motion carried unanimously.

c. Discussion and Possible Action to Approve RESOLUTION 2020-13 Approving the 2021 NSFD Fees for Service Schedule

Moved by Kingwill and seconded by Fritz to approve Resolution 2020-13 Approving the 2021 NSFD Fees for Service Schedule; motion carried unanimously.

d. Discussion and Possible Action to Approve RESOLUTION 2020-14 Approving the Metro Milwaukee Fire/Emergency Mutual Aid Agreement

Moved by Kingwill and seconded by Noyes to approve Resolution 2020-14 Approving the Metro Milwaukee Fire/Emergency Mutual Aid Agreement; motion carried unanimously.

15. REPORT ON THE PERCEPTION OF RIVER HILLS PROJECT

Trustee Russo stated that there is no update at this time.

16. REPORT ON NORTH SHORE LIBRARY

a. September Library Report

b. E-mail regarding position on North Shore Library

Trustee Glaisner noted that the new Interim Director is Alyssa Pisarski. The library has about 50% of people walking in daily. He then stated that the employees are upset over Glendale leaving the North Shore Library and how that affects their future.

17. Discussion and Action to Approve RESOLUTION 2020-16 Agreement with Baker Tilly for audit services 2020 through 2024

Moved by Kingwill and seconded by Glaisner to approve Resolution 2020-16

Agreement with Baker Tilly for audit services 2020 through 2024; motion carried unanimously.

**18. Consideration and Possible Action Regarding Committee on the environment's Alternative Proposal for Eder Farm Parcel to Make Application for the Knowles-Nelson Stewardship Program of the Wisconsin Department of Natural Resources
MOVED UP TO #8.**

19. CLOSED SESSION – You are hereby notified that the Village Board and staff of the Village of River Hills will convene into closed session upon motion duly made and seconded as required under §19.85(1)(a), Stats. The purpose of the closed session is for the following:

- Pursuant to Sec. 19.85(1)(g) – Conferring with legal counsel for the Village who is rendering oral or written advice concerning strategy to be adopted by the body with respect to RRH LLC litigation in which it is involved
- Pursuant to Sec. 19.85(1)(e) - Deliberating or Negotiating the Purchasing of Public Properties, the Investing of Public Funds, or Conducting other specified public business, whenever competitive or bargaining reasons require a closed session specifically regarding North Shore Library.

You are further notified that at the conclusion of the Closed Session, the Village Board may convene into open session pursuant to 19.85(2), Stats., for possible additional discussion and action concerning any matters discussed in closed session and for adjournment

Motion by Noyes and seconded by Fritz to move into closed session for reasons stated on the agenda at 8:00p.m.; motion carried unanimously.

20. Reconvene to Open Session to take action on any item from Closed Session

Motion by Kingwill and seconded by Noyes to reconvene to open session at 8:25 p.m.; motion carried unanimously.

Motion by Noyes and seconded by Fritz to Authorize the Village Attorney to proceed as directed and to execute any necessary additional documents related to settlement of the lawsuit; motion carried unanimously.

21. ADJOURNMENT

Motion by Russo and seconded by Fritz to adjourn at 8:30 p.m.; motion carried unanimously.

Submitted by Tammy LaBorde, Manager/Clerk/Treasurer, on October 23, 2020.