



**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, September 16, 2020 @ 5:00 pm**

**This meeting was a virtual meeting through  
GoToMeeting – Access code 383-054-701**

1. **Roll Call:** was answered at 5:00 p.m. by President Steve Anderson, Trustee David Fritz, Trustee Peter Kingwill, Trustee Peggy Russo, and Trustee Bill Walker. Absent and excused were Trustee Christopher Noyes and Trustee Kurt Glaisner. Trustee Glaisner joined the meeting at 5:45pm. Also present: Village Attorney Bill Dineen, Police Chief Mrozak, DPW Superintendent Randy Groth, Deputy Clerk Stephanie Waala and Village Manager Tammy LaBorde.

#### 2. **CONSENT AGENDA**

- a. **The Agenda**
- b. **Village Board Minutes of August 10, 2020 meeting**
- c. **Building Board Minutes – July 20, 2020**
- d. **Board of Review Minutes – May 15, 2020**
- e. **Voucher List**

Motion by Fritz and seconded by Kingwill to approve as submitted; motion carried unanimously.

#### 3. **PUBLIC COMMENTS ON NON-AGENDA MATTERS** - None

#### **MOVED UP #11. Report of the North Shore Fire Department**

Trustee Kingwill stated that the Whitefish Bay station is complete, the Shorewood station is progressing and should be done before they had scheduled. The Board approved the Mutual Aid Agreement which was discussed at the ICC meeting on Monday. Each community will receive a copy of the Agreement for review and approval. Hiring of new firefighters is underway with 6 of the 11 positions filled for the vacancies made by retirements.

#### 4. **FUTURE AGENDA ITEMS** - None

#### 5. **Discussion and Possible Action to Approve RESOLUTION 2020-10 Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$3,015,000 Taxable General Obligation Promissory Notes, Series 2020B**

Ms. LaBorde stated that this borrowing is for the purchase of the Eder land as well as additional

costs projected for TID No. 1. Joe Murray of Ehlers & Associates was present for this item. There were no questions.

Motion by Walker and seconded by Kingwill to approve Resolution 2020-10 Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$3,015,000 Taxable General Obligation Promissory Notes, Series 2020B. Roll call vote was as follows: Anderson-aye, Walker-aye, Fritz-aye, Kingwill-aye, Russo-aye. Motion carried.

**6. Discussion and Possible Action Regarding Request to Prohibit Solicitation in the Village of River Hills**

President Anderson reported to the Board the emails and phone calls he has received from multiple residents about their concerns and interactions with solicitors.

Attorney Dineen noted that the Village has two ordinances that apply; one is the Solicitors ordinance and one is the Transient Merchants ordinance (addresses commercial speech) which appeared to be applicable to the situations reported upon by President Anderson. He further advised that the Village cannot prohibit all solicitation; however, the existing ordinance does state that residents can put up a sign at the entrance to their driveway that states "No Solicitation". He stated he had reviewed a number of other communities' ordinances and that the Bayside ordinance has an option for residents to be included on a No Solicitation List. He will work with the Chief to determine the best options to address the concerns that were raised.

**7. REPORT OF VILLAGE PRESIDENT – (President Anderson)**

President Anderson reported that he received the resignation of Walt Nielsen from the Building Board. He recommended that Peter Kies be removed from the Board of Appeals as an alternate and be placed on the Building Board.

Motion by Fritz and seconded by Kingwill to approve the appointment of Peter Kies to the Building Board; motion carried unanimously.

**8. REPORT OF VILLAGE MANAGER**

**a. Financial Reports for July 2020**

**b. Financial Reports for August 2020**

LaBorde noted that we are at 58% of the year. The August report was not provided as there are some adjusting entries to be made to property taxes and wanted to have it corrected before it was presented.

**c. Approve Budget Schedule for 2021 Budget**

The Budget Schedule as presented was approved by all. The budget workshop is scheduled for October 21<sup>st</sup> and the public hearing will be November 18<sup>th</sup>.

**d. Discussion and Possible Action regarding Audit Firm**

A sub-committee reviewed the four proposals submitted for auditing services.

Motion by Fritz and seconded by Russo to approve the recommendation of Baker Tilly for auditing services; motion carried unanimously.

**9. REPORT OF THE RIVER HILLS POLICE DEPARTMENT**

Officer Keto presented the proposed patch for the department to add an owl to the background. The Board approved of the new patch.

Officer Keto also presented information regarding recent break ins to vehicles in the village. He also noted that this is taking place throughout the north shore. A letter was created and sent to all absentee voters with information and tips on how to help prevent theft.

Trustee Russo questioned about the police department being pulled into other neighborhood calls and are there other tools that can be used to help with their investigations of crimes besides manpower such as cameras. Police Chief Mrozak replied that the only cameras he knows of are on I-43 intersections and that is maintained by the DOT.

(Trustee Glaisner joined the meeting at 5:45 p.m.)

#### **10. REPORT OF THE RIVER HILLS PUBLIC WORKS DEPARTMENT**

Supt. Groth stated that he has put something together regarding the Everstream projects in the village. They have other permit requests however the village has not processed any until they finish the current outstanding project. He suggests that we require a bond going forward in order to ensure that the projects get completed. Attorney Dineen noted that the ordinance does allow for a repairs bond which can be required.

#### **11. REPORT OF THE NORTH SHORE FIRE DEPARTMENT MOVED UP TO AFTER ITEM #3**

#### **12. REPORT ON NORTH SHORE LIBRARY**

- a. **August Library Report**
- b. **City of Glendale three-year notice to leave North Shore Library**

Trustee Glaisner noted that the current director Susan will be leaving end of September.

#### **13. Discussion and Action to Approve RESOLUTION 2020-11 Amending the 2020 Village of River Hills Budget in the amount of \$3,000**

LaBorde stated that the Department of Revenue would not permit the Village to reduce its expenditure restraint calculation by the \$3,055 that we had intended to receive for a officer working at the DNC. Without this deduction, the Village would not receive the approximate \$70,000 in revenue. The DOR suggest reducing the Village budget for 2020. Attached is a resolution to reduce the budget by \$3,000 reducing the revenue and expenditure accounts.

Motion by Fritz and seconded by Kingwill to approve Resolution 2020-11 to Amend the 2020 Village of River Hills Budget in the amount of \$3,000; motion carried unanimously.

#### **14. Discussion and Action to Approve ORDINANCE 544 to Repeal and Recreate Section 1.11**

**of Chapter 1 of the General Ordinances Relating to Elected Officials**

Motion by Fritz and seconded by Glaisner to approve ORDINANCE 544 to Repeal and Recreate Section 1.11 of Chapter 1 of the General Ordinances Relating to Elected Officials; motion carried unanimously.

**15. Discussion and Action to Approve ORDINANCE 545 to Amend Sections 16.03(3)(b) and 16.03(6) of Chapter 16 of the General Ordinances Relating to Approval of Operators' Licenses and License Restrictions**

Motion by Glaisner and seconded by Kingwill to approve ORDINANCE 545 to Amend Sections 16.03(3)(b) and 16.03(6) of Chapter 16 of the General Ordinances Relating to Approval of Operators' Licenses and License Restrictions; motion carried unanimously.

**16. Update from Trustee Russo on Perception of River Hills project**

Not much to update due to COVID. Hoping to do more next year.

**17. 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 Library Agreement.

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 Glaisner and seconded by Russo to move into closed session at 6:00p.m.; motion carried unanimously.

(Trustees Kingwill and Walker left the meeting at 6:00 p.m.)

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

Motion by Fritz and seconded by Glaisner to reconvene to open session at 6:22 p.m.; motion carried unanimously.

**19. ADJOURNMENT**

Motion by Russo and seconded by Fritz to adjourn at 6:23 p.m.; motion carried unanimously.

Submitted by Tammy LaBorde, Manager/Clerk/Treasurer, on September 17, 2020.