



**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, November 18, 2020 @ 5:00 pm**

**This meeting was a virtual meeting through  
GoToMeeting – Access code 852-292-549**

**1. Roll Call:** was answered at 5:00 p.m. by President Steve Anderson, Trustee Bill Walker, Trustee Peggy Russo, Trustee Christopher Noyes, Trustee Peter Kingwill, Trustee Kurt Glaisner, and Trustee David Fritz. Also present: Village Attorney Bill Dineen, Police Chief Mrozak, Deputy Clerk Stephanie Waala and Village Manager Tammy LaBorde.

**2. PUBLIC HEARING ON THE 2021 BUDGET**

President Anderson opened the public hearing on the 2021 budget at 5:01 p.m. Budget was published in NOW and posted in required areas. Budget reflects a 2.62% increase. There were no comments from the public. Motion by Noyes and seconded by Glaisner to close the public hearing at 5:03 p.m.; motion carried unanimously.

**3. UPDATE REGARDING HEALTH, DENTAL & VISION INSURANCE FOR 2021**

Jenni Heiden of HUB was present for this item. She is focused on small groups. She stated that Vision insurance is set through 2023. Health insurance came back with a 3.2% increase and Dental came back with an 8% increase. Dental had originally been projected at a 21% increase and they were able to reduce to 8% or \$727 above current annual payment. The United Healthcare health insurance is currently under the old rules, pre-Affordable Care Act or transition relief, she recommends that we stay here as long as we can as the rates are more favorable. If the Village moved to new rules, the increases range from 27% to 87%. LaBorde recommended we remain with UHC and our current deductibles resulting in a 3.2% increase to the premium and Delta Dental with an increase of 8% to the premium.

Motion by Walker and seconded by Russo to accept the recommendation regarding Health and Dental Insurance for 2021; motion carried unanimously.

**4. DISCUSSION AND ACTION to Approve RESOLUTION 2020-17 to Adopt the 2021 Annual Budget and Establish the 2020 Tax Levy Utilizing the Tax Levy Allowable**

Motion by Noyes and seconded by Glaisner to approve the changes as presented to the 2021 Budget, to approve the village tax levy at \$3,084,790 utilizing the tax levy allowable increase and a tax rate of \$6.73/\$1,000 assessed value; motion carried unanimously.

**5. CONSENT AGENDA**

- a. **The Agenda**
- b. **Village Board Minutes of October 21, 2020**
- c. **Board of Appeals Minutes – September 22, 2020 and October 13, 2020**
- d. **Building Board Minutes – September 21, 2020**
- e. **Committee on the Environment – January 21, 2020 and July 21, 2020**
- f. **Joint Review Board Minutes – September 28, 2020**
- g. **Plan Commission Minutes – September 29, 2020**
- h. **Voucher List**

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

**MOVED UP #8. Update from District Administrator Timothy Joynt of the Maple Dale/Indian Hill School District**

Tim Joynt introduced himself as the new District Administrator who started on July 27th. He stated that construction on Indian Hill school is nearing the end. COVID has affected their ability to get construction materials. Russo asked if the district was able to save any money on the construction at the schools. Joynt stated that once they finish Indian Hill they will move to Maple Dale but so far that expenses are on target. The Board thanked Joynt for attending the meeting.

**6. PUBLIC COMMENTS ON NON-AGENDA MATTERS –**

Steve Robbins, 1050 W. Calumet Rd, stated that he would like the Board to look at providing guidance on the placement of solar panels in the community. Currently his neighbor is seeking to put up solar and he would like the Board to look at variances that are being granted for placement of solar devices and where solar devices should be placed on properties. He would also like the Board to look at landscaping requirements. Atty. Dineen stated that there are state statutes that outline solar and Shorewood adopted an ordinance that someone must obtain a conditional use permit related to solar. Walker stated that the Board should be able to create a policy where neighbors don't have to look at solar devices. There was discussion related to the next steps to take so that the Village Board can review the solar issue. Atty. Dineen advised that sine this was no on the agenda any consideration or action will need to be at a future meeting.

**7. FUTURE AGENDA ITEMS**

Trustee Fritz requested that a discussion regarding solar devices be placed on the January agenda.

**8. Update from District Administrator Timothy Joynt of the Maple Dale/Indian Hill School District**

MOVED UP TO BEFORE #6

**9. REPORT OF VILLAGE PRESIDENT**

**a. Update regarding village property on Brown Deer Road**

President Anderson reported that he has had communication with the Committee on the Environment regarding the Eder property and it has been constructive. Peter Thornquist, who was attending the virtual meeting, stated that the COE believes that a wonderful natural area could be created there. He stated that they are exploring partnerships with

other conservancies. He mentioned that he was putting together a tour of the Fairy Chasm Forest on Friday for anyone who was interested in seeing the remnants of the Laurentian Forest. President Anderson and Trustee Noyes expressed interest in the tour.

**b. Discussion regarding Expenditure Restraint for 2022**

LaBorde noted that she had sent out a memo to the Board on October 30<sup>th</sup> regarding this matter. The Village can only increase the 2021 budget by 1.5% to qualify for the 2022 ERP. At this time the budget increase is at 2.62% and the Village would have to cut approximately \$56,000. She stated that even if the Village were to select a health plan saving 2.2% and if the wages were reduced to 2%, the budget would only be reduced approximately \$18,000. She has already cut back on a number of areas and hopes that we will not exceed the proposed budget. Fritz asked if the reduction would be to operations. LaBorde responded that it was all operations. Noyes asked what the percentage of the budget is wages & benefits. In the 2021 budget, wages & benefits account for 55% of the budget and adding contracted services brings it up to 75%. The only option would be to reduce services that are provided to the residents. Fritz asked if there were any way to adjust the 2020 budget further – LaBorde stated the budget has already been set to allow for the 2021 ERP. LaBorde recommended no application would be made for expenditure restraint for 2022; the Board agreed.

**10. REPORT OF VILLAGE MANAGER**

**a. Financial Reports for October 2020**

LaBorde noted that we are at 83% of the year. The General Fund has a \$500k balance. She is waiting to hear from FEMA on our application. There are several accounts that are over budget. Election costs were over due to addressing absentee ballots. Building inspection is over budget but offset by revenues. Public Works Bldg account shows over budget which is offset by positive balances in the other accounts. The sewer fund shows a negative balance as the revenues will be recorded in December. There are also MMSD projects which we will be reimbursed for. The TID fund includes capitalized interest and approximately \$50,000 for professional services.

**b. Update regarding COVID-19 and potential return to rotating shifts**

LaBorde stated that there are currently 40 active cases in River Hills and that cases are increasing rapidly. In order to protect personnel, she was considering closing Village Hall to public access specifically during tax payment time. Tax collection begins in mid-December and through the first installment date of January 31<sup>st</sup>. The Village would accept payments through the mail slot and then send receipts via mail. The Village is doing what it can to protect its employees. A flyer will be included with the tax bill that Village Hall will be closed to the public. Glaisner suggested looking into putting up plexiglass on the counters. At this time there is no plan to return employees to rotating shifts, that it may be necessary based on what is occurring with COVID. Anderson added that the ICC has sent a letter to the state requesting aid to help pay for the health department costs related to COVID. LaBorde noted that some of the grants went to assist NS Fire, NS Health and NS Library with expenses.

**c. Discussion and Action to adopt schedule for 2021 Board meetings**

A draft schedule was provided to the Board. The Board set the following dates for meetings in 2021: January 20, March 10, May 19, July 21, September 15, October 20 (budget workshop) and November 17.

**d. Update regarding I-43 Construction project**

LaBorde noted that in 2021 the north end of the project will have shoulder rehab on the northbound segment (Ozaukee County), and around County Line Road there will be northbound and southbound shoulder rehab and temporary widening. This will require daytime and nighttime lane closures.

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

**a. October Summary Report**

Chief Mrozak stated that the Good Hope and River traffic lights are now active. So far, no crashes at the signal. He stated that they are doing what they can regarding COVID. He does not plan to start rotating officers at this time but will evaluate as needed. Staff continues to follow protocols.

**b. Request to purchase 2021 Squad Vehicle in 2020**

Chief Mrozak stated that the department would like to purchase their 2021 squad vehicle in 2020 to receive better pricing.

Motion by Kingwill and seconded by Fritz to approve the purchase of the 2021 squad vehicle in 2020; motion carried unanimously.

**12. REPORT ON NORTH SHORE LIBRARY**

**a. October Library Report**

Trustee Glaisner stated that the Library visits are down but e items are up.

**b. Discussion and Action to create Sub-Committee of Village Board member, Manager, and other members from the three communities to meet to determine the direction of the North Shore Library**

Trustee Glaisner noted that the Board will have input and determine what direction to go. Bayside has had some discussions, but nothing in Fox Point. Start looking at what a reduced budget will look like. Capital was dropped down to \$50,000 which is the limit where all four communities don't need to agree to.

**13. Discussion and Action to Approve RESOLUTION 2020-18 establishing Employee Salaries for 2021**

Moved by Noyes and seconded by Russo to approve Resolution 2020-18 establishing Employee Salaries for 2021; motion carried unanimously.

**14. Discussion and Possible Action to Revise River Hills Fund Balance Policy**

President Anderson stated that he would like to gather more information and discuss this issue

at the January meeting.

**15. Discussion and Action to Approve RESOLUTION 2020-19 Approving the Transfer of Funds from the General Fund to Fund 401 Equipment Replacement and Fund 402 Annual Road Program**

Motion by Fritz and seconded by Glaisner to approve Resolution 2020-19 Approving the Transfer of Funds from the General Fund to Fund 401 Equipment Replacement and Fund 402 Annual Road Program; motion carried unanimously.

**16. ADJOURNMENT**

Motion by Glaisner and seconded by Kingwill to adjourn at 6:27 p.m.; motion carried unanimously.

Submitted by Tammy LaBorde, Manager/Clerk/Treasurer, on November 20, 2020.