



**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, January 20, 2021 @ 5:00 pm**

**This meeting was a virtual meeting through  
GoToMeeting – Access code 295-668-821**

- 1. Roll Call:** was answered at 5:04 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, Public Works Superintendent Randy Groth, Deputy Clerk Stephanie Waala and Village Manager Tammy LaBorde.

**MOVED UP AGENDA ITEM #14. 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)(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 property on Brown Deer Road.

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 Noyes and seconded by Fritz to move into closed session at 5:04 p.m.; motion carried unanimously.

#### **RETURN TO OPEN SESSION –**

Motion by Noyes and seconded by Glaisner to return to open session at 6:10 p.m.; motion carried unanimously.

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

- The Agenda**
- Village Board Minutes of November 18, 2020**
- Building Board Minutes – October 19, 2020 and November 16, 2020**
- Committee on the Environment – September 22, 2020**
- Plan Commission Minutes – November 9, 2020**

f. **Voucher List**

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

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

None

4. **FUTURE AGENDA ITEMS**

None

5. **Discussion and Possible Action Regarding Solar Energy in River Hills**

Attorney Dineen presented information that he outlined in a memo to the Board. He present options that the Board could consider; a special use permit or an ordinance could be fashioned similar to what Shorewood or Fox Point have related to solar energy.

Steve Robbins, 1050 W Calumet Rd, expresses his feelings that solar arrays are unsightly and the Board of Appeals should never approve a variance for one. He feels the Board of Trustees should develop an ordinance appropriate to River Hills.

Steve Spector, 1125 W Skyline Rd, as the Board of Appeals Chairman and member for over 20 years informs Mr Robbins and the Board of Trustees that when items are brought to the Board of Appeals, they take their jobs very seriously and that they are looking at all aspects of the issues at hand.

Board member Walker stated that he believed that the issue being brought to the board is not about visually seeing an array it is about glare from an array.

Village Attorney Dineen reminds the board that the agenda item is not about prior or current solar array projects going on in the village, but about whether the board should make any changes to the village's ordinance.

Board member Noyes reflects that there does seem to be a lack of ordinance and guidelines when it comes to this type of project.

Board member Walker clarifies that the Shorewood method that requires a Conditional Use Permit has more procedural requirements; he is in favor of that type of ordinance. It would make the permit process more time consuming and need to be approved by the highest authority of the village which is the Board of Trustees.

Motion by Noyes and seconded by Fritz to authorize Attorney Dineen to develop a draft ordinance addressing solar arrays similar to the Fox Point model; motion carried 6-aye, 1-nay (Walker).

6. **Discussion and Possible Action to Approve Memorandum of Understanding between Wisconsin Dept. of Transportation and Village of River Hills for Pheasant Lane box culvert**

Village Engineer Emir stated that there will be a new crossing under I-43 with the widening and they are proposing to replace the Village's existing culvert.

Motion by Glaisner and seconded by Kingwill to approve the Memorandum of Understanding between Wisconsin Dept. of Transportation and Village of River Hills for Pheasant Lane box culvert; motion carried unanimously.

**7. Discussion and Action to Approve Soliciting Bids for the 2021 Street Maintenance Program – Range Line Road from Brown Deer Road South to the Village Limits and Greenbrook Road from Upper River Road East to 2941 W. Greenbrook**

Motion by Glaisner and seconded by Kingwill to approve soliciting bids for the 2021 Street Maintenance Program – Range Line Road from Brown Deer Road South to the Village Limits and Greenbrook Road from Upper River Road East to 2941 W. Greenbrook; motion carried unanimously.

**8. REPORT OF VILLAGE PRESIDENT**

**a. Update on Volunteer information**

President Anderson reported that there is a vacancy on the Board of Health as Claudia Altmann has moved out of the community. Request of the board members to ask around for recommendations on filling the opening.

Fund balance policy information will be available next month.

Mr. Anderson congratulated Trustee Russo for achieving an exceptionally low inventory of three homes for sale in the village.

**9. REPORT OF VILLAGE MANAGER**

**a. Financial Reports for November 2020**

LaBorde noted that we are at 92% of the year. Staff has already started working with the new auditing firm over the past few weeks and are scheduled to conduct the audit the week of February 15<sup>th</sup>.

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

**a. Confirm promotion of Sgt. Michael Gaynor to Lieutenant of Police**

Chief Mrozak stated that he went through the hiring process and there were three applicants. He presented information to the Village Manager and she confirmed the selection. The Board confirmed the promotion of Sgt. Michael Gaynor to Lieutenant of Police.

**b. December Summary Report**

Chief Mrozak stated that the department will be getting their COVID vaccines from the Taxmann Clinic who called and said that they would provide vaccines for the department. He also noted that the 2020 report will be presented in March.

**11. REPORT OF PUBLIC WORKS**

**a. Discussion and Action to Approve Contract with Globe Contractors to Address WDNR non-compliance for River Hills Public Works Yard with Funds from Sewer Fund**

Supt. Groth noted that the DNR inspected the site in October and the result was that the drains in the public works yard current drain into the storm sewer which is not permitted.

The Village Engineer noted that they have worked with Globe contractors on these types of projects and pricing was obtained from them for this project. LaBorde noted that this project had not been budgeted for and that funding could be available from the funds borrowed for the library renovation.

Motion by Glaisner and seconded by Noyes to Approve the contract with Globe Contractors to address WDNR non-compliance for River Hills Public Works Yard; motion carried unanimously.

**b. Recommendation/Action to Purchase Plow Truck**

Supt. Groth noted that he has gone out for bids on the plow truck in the capital budget for 2021. A total of \$160,000 was budgeted and he has recommended purchasing the plow truck in the amount of \$153,568.

Motion by Glaisner and seconded by Fritz to approve the purchase; motion carried unanimously.

**12. REPORT ON NORTH SHORE LIBRARY**

**a. December Library Report**

Trustee Glaisner stated that the Interim Library Director's position will be up in March and that they have started the process to hire a Director.

**b. Bayside Resolution to withdraw from North Shore Library**

Trustee Glaisner noted that Bayside has submitted a notice of its intent to withdraw from the library.

**13. Discussion and Action to Approve ORDINANCE NO. 546 to Repeal and Recreate Sections 7.030(C)(4)(d); 7.0306(D)(3)(g); 7.0306(F)(2)(b); 7.0306(F)(3)(d) of Chapter 7 of the General Ordinances of the Village of River Hills relating to the Zoning Code**

LaBorde noted that the sections refer to the Wisconsin Department of Commerce which no longer exists. She has changed the references to the correct department "SPS".

Moved by Fritz and seconded by Noyes to approve ORDINANCE NO. 546 to Repeal and Recreate Sections 7.030(C)(4)(d); 7.0306(D)(3)(g); 7.0306(F)(2)(b); 7.0306(F)(3)(d) of Chapter 7 of the General Ordinances of the Village of River Hills relating to the Zoning Code.

**15. ADJOURNMENT**

Motion by Kingwill and seconded by Glaisner to adjourn at 7:13 p.m.; motion carried unanimously.

Submitted by Tammy LaBorde, Manager/Clerk/Treasurer, on January 21, 2021.