



**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**

**Village Hall Training Room, Wednesday, November 17, 2021 @ 5:00 pm**

1. **Roll Call:** Roll call was answered at 5:00 pm by President Steve Anderson, Trustee Bill Walker, Trustee Chris Noyes, Trustee Peggy Russo, Trustee Peter Kingwill and Trustee Kurt Glaisner. Trustee Fritz was absent and excused. Also present: Village Attorney Bill Dineen, Village Manager Tammy LaBorde, Village Engineer Mustafa Emir, Police Chief Mrozak, Assistant Superintendent Craig Schroeder, and Deputy Clerk Stephanie Waala.

2. **PUBLIC HEARING ON THE 2022 BUDGET.**

LaBorde presented an update on the 2022 budget. The figures are the same and nothing has change since the budget was last presented at the October meeting. The hearing notice was published. The budget exceeded the levy by \$121,084 and this amount was taken from the unassigned account to balance the budget. The tax rate will be \$6.76/thousand assessed value or \$0.07 cents above the 2021 rate.

Motion by Noyes and seconded by Russo to open the public hearing at 5:01 p.m.; motion carried unanimously. There were no comments made. Motion by Kingwill and seconded by Glaisner to close the public hearing at 5:03 p.m.; motion carried unanimously.

3. **Discussion and Action to Approve RESOLUTION 2021-17 to Adopt the 2022 Annual Budget and Establish the 2021 Tax Levy Utilizing the Tax Levy Allowable Increase.**

Motion by Glaisner, seconded by Kingwill to approve Resolution 2021-17 to Adopt the 2022 Annual Budget and Establish the 2021 Tax Levy Utilizing the Tax Levy Allowable Increase; motion carried unanimously.

4. **CONSENT AGENDA**

- a. **The Agenda**
- b. **Village Board Minutes of October 20, 2021.**
- c. **Building Board Minutes – October 18, 2021**
- d. **Board of Appeals – May 19, 2021**
- e. **Voucher List – October 2021**
- f. **Appointment of Election Inspectors 1/1/2022 through 12/31/2023**
- g. **Approve Resolution 2021-21 2022 Fee Schedule**
- h. **Approve Resolution 2021-19 Combining Wards for the February 15, 2022 Spring Primary Election**

Motion by Kingwill, seconded by Noyes to approve the Consent Agenda as submitted; motion carried unanimously.

**5. PUBLIC COMMENTS ON NON-AGENDA MATTERS**

None

**6. FUTURE AGENDA ITEMS**

None

**7. Consideration and Possible Action on Development Proposals for the 53.4 acre Village property on Brown Deer Road**

Trustee Noyes provided a summary of meetings related to the proposals received. On October 20, 2021, Trustees Russo and Noyes were appointed as a subcommittee of the Board to consider proposals for the Eder farm. The subcommittee met with Cornerstone and Wired Properties related to the proposals received. The subcommittee also reviewed the Save River Hills recommendations submitted by Victor Harding and did not see how it would repay the Village debt, what amount would be added to the tax base, how or when the lots would be sold or how the homesites would be created on the wetlands. The solar array proposal was even less well-developed.

Both of the developers propose to purchase 25 acres for \$2.5 million in early 2022, which is the amount the Village paid for the entire 53.4 acre tract. These proceeds from the sale will substantially retire the debt the Village incurred to purchase the property.

The subcommittee recommended that staff be directed to negotiate a Development Agreement with Cornerstone, and to instruct Cornerstone to meet with Carolyn Esswein to refine the plan and design and with our Village engineer to work on the infrastructure package. They also suggest that the Board provide staff with the discretion to terminate negotiations with Cornerstone if they are not satisfied with the provisions of the Development Agreement that Cornerstone will agree to and to negotiate an acceptable Development Agreement with Wired Properties.

Motion by Glaisner, seconded by Walker to approve the recommendation; motion carried unanimously.

President Anderson added that if any resident has thoughts regarding the development, they should send an email to the Village Manager.

**8. Discussion and Action to Approve Resolution 2021-18 Establishing Employee Salaries for 2022**

Motion by Kingwill, seconded by Russo to Approve Resolution 2021-18 Establishing Employee Salaries for 2022 as presented; motion carried unanimously.

**9. Discussion and Action to Approve RESOLUTION 2021-15 for Assessment Maintenance and Revaluation Services Agreement with Tyler Technologies, Inc.**

An updated agreement was forwarded to the village attorney and that document was in the

packet. The agreement is for three years as well as conducting a revaluation in 2023. LaBorde noted that the funds will have to be borrowed for the revaluation.

Motion Kingwill, seconded by Walker to approve RESOLUTION 2021-15 for Assessment Maintenance and Revaluation Services Agreement with Tyler Technologies, Inc.; motion carried unanimously.

**10. Request by Randy Knaflic that the Village Board consider modification or repeal of the Keeping of Chickens Ordinance (Ord. No. 553, adopted August 18, 2021)**

Mr. Knaflic summarized his letter and village Attorney Dineen recommended he meet with Mr Knaflic at a future date to go over his concerns and report to the Village Board at the next meeting.

**11. Consideration of ORDINANCE No. 554 to Repeal Section 1.13 of the Village Municipal Code Regarding Voting Wards**

Village Attorney Dineen stated that the repeal is based on changes to the voting wards for the Village. The Village is proposing to have two voting wards rather than three. LaBorde thanked Stephanie for all of the work put into the mapping and resolving this issue.

Motion by Kingwill and seconded by Russo to approve ORDINANCE No. 554 to Repeal Section 1.13 of the Village Municipal Code regarding voting wards; motion carried unanimously.

**12. Discussion and Action Regarding RESOLUTION 2021-20 to Establish Municipal Voting Wards**

Motion by Kingwill and seconded by Noyes to approve Resolution 2021-20 to establish Municipal voting wards; motion carried unanimously.

**13. REPORT OF VILLAGE PRESIDENT**

President Anderson wanted to thank all the staff for the tough past couple of months with covid and all the extra work.

**14. REPORT OF VILLAGE MANAGER**

**a. Financial Reports for October 2021**

83% of the year has elapsed, revenues are on track. The citation revenue is on track to reach the amount budgeted for 2021. Interest is not doing well and we have received approximately \$5,000 of the \$10,000 budgeted. Street capital exceeds what was budgeted but there were funds transferred to cover this expense as part of the road projects for 2021.

**b. Discussion and Action to adopt schedule for 2022 Board meetings**

A proposed schedule was distributed. The first meeting is scheduled for January 19. A meeting will be scheduled for December 8, 2021 as well.

**c. Schedule for 2022 Elections**

LaBorde noted the schedule for the 4 elections in 2022

**d. Receipt of Petitions for Direct Legislation**

LaBorde received petitions which are being reviewed and certificates should be

completed tomorrow

e. **ARPA funds** – No update

f. **AT&T Request to install a cell tower at Indian Hill School located at 1101 W. Brown Deer Rd.**

Attorney Dineen stated that the Village has met with Indian School and awaiting additional information from the school district.

g. **DOT project estimate for I-43 North South Freeway-W. County Line Rd. Interchange**

The cost of our portion of the project is approximately \$2,500 and will come from the sewer fund.

LaBorde wanted to congratulate Stephanie Waala on becoming a Wisconsin Certified Municipal Clerk and LaBorde received her certification as well.

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

a. **Summary Report**

No report.

**16. REPORT OF PUBLIC WORKS**

The new public works laborer started this past Monday.

**17. REPORT OF THE NORTH SHORE FIRE DEPARTMENT**

Trustee Kingwill stated that the NSFD Board at their last meeting approved the purchase of an ambulance and to hire an architect for the Glendale fire house. Glendale is proposing to put the Health department at this location as well as their police and to look at consolidation of police in the north shore.

**18. REPORT ON THE PERCEPTION OF RIVER HILLS PROJECT** – (Trustee Russo)

Trustee Russo stated that the email campaign on constant contact is going well. She also stated that she is working at developing a relationship with the Schlitz Audubon. They are providing free passes to the Audubon.

**19. REPORT ON NORTH SHORE LIBRARY**

a. **October Library Report**

Trustee Glaisner stated that he is working on finalizing the agreement related to the new library location. The Bayside location is expected to start in March 2022.

**20. 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), 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 Village Manager 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 Noyes, seconded by Kingwill to move into closed session for the reasons stated on the agenda at 6:00 p.m; motion carried unanimously.

Motion by Walker, seconded by Kingwill to reconvene to open session at 6:08 p.m.; motion carried unanimously.

Motion by Walker, seconded by Kingwill to direct the Village Attorney to proceed as directed in closed session; motion carried unanimously.

**21. ADJOURNMENT**

Motion by Walker and seconded by Kingwill to adjourn at 6:10 pm; motion carried unanimously.

Submitted by Tammy LaBorde, Clerk on November 18, 2021.