



**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, Wednesday, October 20, 2021 @ 5:00 pm**

1. **Roll Call:** Roll call was answered at 5:00 pm by President Steve Anderson, Trustee Bill Walker, Trustee David Fritz, Trustee Chris Noyes, Trustee Peggy Russo, and Trustee Kurt Glaisner. Trustee Kingwill attended via phone. Also present: Village Attorney Bill Dineen and Village Manager Tammy LaBorde.
2. **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:**
  - a. 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 status of Developer Proposals.
  - b. 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 2022 wages, benefits and Public Works laborer position.

**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 remaining agenda items.**

Motion by Noyes, seconded by Glaisner to move into closed session for the reasons stated on the agenda at 5:02 p.m.; motion carried unanimously.

Motion by Fritz, seconded by Walker to reconvene to open session at 6:39 p.m.; motion carried unanimously.

3. **RETURN TO OPEN SESSION**
4. **Discussion and Possible Action on any item from Closed Session and remaining agenda**

There was no action on any item from Closed Session and the Village Board took up the remaining agenda.

5. **Budget Workshop - Discussion Regarding Proposed 2022 Budget**

Jenny Heiden from HUB International presented to the Board a summary of the proposed employee insurance options available to the village for 2022.

- 5.8% increase in health and staying with United Health Care

- Transition relief has been extended and therefore we do not have to change to an ACA compliant plan
- 8% increase in dental and staying with Delta Dental
- 0% increase for vision with Delta Dental because we are in a contract until 2023
- Other alternatives would include increase in the employee deductibles and increase in out-of-pocket costs

Village Manager LaBorde presented to the Board a summary of all the changes to the currently proposed 2022 budget.

- Levy increase will be 0.323% which is about a \$7,000 increase
- Fund balance will be used to balance the remaining \$120,000 increase in the budget
- 1% increase in the tax rate which is due to the assessed value of the village going down
- Expenditure restraint will not be received in 2022 but it looks like we will qualify for the 2023 payment as the current budget increase is 2.59% and the ERP is 3.2%, which we are under at this time
- 2% proposed increase in employees' wages
- Rates for WRS went down for general employees and increased for police officers
- Transportation aid is decreased by \$23,000
- The total amount over the levy was previously \$200,000 but some wages of staff was shifted to the TID and sewer funds which reduced that amount to approximately \$120,000
- 55.9% of the budget is wages and 25% is contracted services
- Survey of surrounding community salaries was done and provided
- Research was done about switching to North Shore Municipal court, but we would only be saving about \$1,700 and losing half of the police revenue
- Municipal levy worksheet form was given to the Board to show all items that can be levied
- Constant Contact will be used to send emails and surveys to residents who wish to participate. Attorney Dineen will verify contract and ensure resident emails don't become public record.

**6. CONSENT AGENDA**

- The Agenda**
- Village Board Minutes of August 18, 2021, September 29, 2021, and October 4, 2021.**
- Building Board Minutes – July 19, 2021, August 16, 2021, and September 20, 2021**
- Board of Review – June 3, 2021 and August 19, 2021 Draft minutes**
- Voucher List – August and September 2021**

Motion by Fritz and seconded by Russo to approve the Consent Agenda as submitted; motion carried unanimously.

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

None

**8. FUTURE AGENDA ITEMS**

None

**9. Discussion and Possible Action to Regarding Special Privilege Petition from Mike & Cathy White to add a culvert to the ditch, surround the culvert with stone, put down landscape fabric, and then place topsoil and grass over the top at 1060 W Bradley Rd.**

DPW Superintendent Groth informed the board that village engineer Mustafa Emir has reviewed the request and has made recommendations and conditions to ensure water levels will not go over the road.

Motion by Fritz and seconded by Glaisner to approve the Special Privilege petition from Mike & Cathy White at 1060 W. Bradley Road as submitted, motion carried unanimously.

**10. Discussion and Possible Action Regarding Redistricting for the Village of River Hills**

Milwaukee County Supervisors have thrown out the current proposed districting maps, so no map was presented at this meeting. As soon as a map is approved by the Milwaukee County Board then the Board will review for approval.

**11. Discussion and Possible Action Regarding RESOLUTION 2021-15 to Approve the Appraisal Services Agreement with Tyler Technologies, Inc. for 2022-2024 (LaBorde)**

An updated agreement was forwarded to the village attorney today, but he was unable to review before the meeting and he requests to have the item held over for time to review.

**12. Discussion and Action to Approve RESOLUTION 2021-16 to Cancel the Tax on the Erroneous Assessment of Property at 9305 N Valley Hill Road – Tax Key No. 026-9999-003 (LaBorde)**

Motion by Glaisner and seconded by Russo to approve RESOLUTION 2021-16 to Cancel the Tax on the Erroneous Assessment of Property at 9305 N Valley Hill Road – Tax Key No. 026-9999-003 as submitted; motion carried unanimously.

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

- a. John’s Disposal semi-annual trash collection aka “Trashfest”**  
Attended the pickup and a large amount of garbage was collected
- b. Update on Brown Deer Property**  
Will be done at the information meeting next week
- c. Information Meeting at USM on October 27<sup>th</sup> at 6:00pm**

**14. REPORT OF VILLAGE MANAGER – (LaBorde)**

- a. Financial Reports for August 2021**
- b. Financial Reports for September 2021**  
75% of the year has elapsed, some expenses have exceeded – example is the building inspection but this is due to an increase in issuance of permits
- c. Treasurer Report period ending September 20, 2021**  
New equipment of DPW trucks has been purchased and collection of taxes will bring the balance back up
- d. 2022 Budget Schedule**
- e. Public Hearing Notice for 2022 Budget**  
November 17<sup>th</sup> is the approval of the budget at the next meeting

**f. Halloween Guidance for 2021**

Sunday, October 31<sup>st</sup> from 1-4 pm

**g. Welcome Bags**

Approximately 28 residents in the past 9 months received welcome bags.

**15. REPORT OF THE RIVER HILLS POLICE DEPARTMENT (Chief Mrozak)**

**a. Summary Report**

Two squad cars have been received but setup of equipment will take 3-4 months. The trade ins will not be sold until the new vehicles are ready as they are still in use.

Trustee Kingwill asks for clarification on if this is a labor or a parts shortage. Chief Mrozak informed the Board that it is both contractors and supplies.

**16. REPORT OF PUBLIC WORKS (Supt. Groth)**

**a. Approval to fill the Public Works Laborer position due to retirement**

Marc Fredrickson retired on Monday October 15th and he has been off all summer due to medical issues. This has caused the department to fall behind on work. Applications have been received and they hope to start interviewing soon.

Motion by Walker and seconded by Fritz to approve hiring a new DPW laborer; motion carried unanimously.

**17. REPORT OF THE NORTH SHORE FIRE DEPARTMENT – (Trustee Kingwill)**

**a. Update on Proposed NSFD 2022 Budget**

The Glendale station is still in the works of getting budgets and consultants

**b. Discussion and Possible Action to Approve RESOLUTION 2021-13 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 by Glaisner and seconded by Russo to approve RESOLUTION 2021-13 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 as submitted; motion carried unanimously. Trustee Fritz absent for vote.

**c. Discussion and Possible Action to Approve RESOLUTION 2021-14 Approving the 2022 NSFD Fees for Service Schedule**

Motion by Glaisner and seconded by Russo to approve RESOLUTION 2021-14 Approving the 2022 NSFD Fees for Service Schedule as submitted; motion carried unanimously. Trustee Fritz absent for vote.

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

Hoping to do a meet and greet in May of next year due to cancellation last year due to covid.

**19. REPORT ON NORTH SHORE LIBRARY – (Trustee Glaisner)**

**a. September Library Report**

Glendale & Fox Point have questions but hopefully by December 31<sup>st</sup> it will be

concluded. The library foundation is looking to get started raising funds but they don't have a start date.

**20. Discussion and Possible Action Regarding Developing Guidance and a framework for the ad-hoc committee – Committee on the Environment**

Trustee Fritz asks for clarification on how the committee works and should it follow the same guidelines as the other village committees, commissions and boards.

Attorney Dineen informs the Board that generally an ad-hoc committee is formed to handle a specific task. He pointed out that the COE had been in existence for approximately 25 years which is more consistent with the general understanding of a standing committee. He needs some direction or recommendation from the Board and whether to draft an ordinance.

COE co-chair John Machulak misunderstood what was being discussed and President Anderson suggested he meet with him to discuss this committee's structure and outcome.

**21. ADJOURNMENT**

Motion by Glaisner and seconded by Fritz to adjourn at 7:51 pm; motion carried unanimously.

Submitted by Stephanie Waala, Deputy Clerk on October 25, 2021.