



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 19, 2022 @ 4:00 pm

**This meeting was an in person and virtual meeting
through Zoom – Access code 886-5068-0011**

- 1. ROLL CALL** Roll call was answered at 4:00 pm by President Chris Noyes, Trustee Kurt Glaisner, Trustee Jon Isaacson, and Trustee Peggy Russo all in person. Trustees Jamie Evans and David Fritz attended via zoom. Trustee Bill Walker was absent and excused. Also present in person: Village Attorney Bill Dineen, Chief Milt Mrozak, Public Works Superintendent Craig Schroeder, Village Manager Tammy LaBorde, and Deputy Clerk/Treasurer Stacie Nelson.
- 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:**
 - 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 municipal water from Mequon.
 - 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 2023 wages.

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 additional discussion and action concerning any matters discussed in closed session and for remaining agenda items

Village Engineer Mustafa Emir and Attorney Alan Marcuvitz were present for this item.

Motion by Glaisner, seconded by Russo to move into closed session for the reasons stated on the agenda at 4:04 p.m.; motion carried unanimously.

Motion by Glaisner, seconded by Isaacson to reconvene to open session at 4:34 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 taken.

(Trustee Evans arrived at Village Hall at 4:45pm)

5. Budget Workshop – Discussion Regarding Proposed 2023 Budget & Capital Budget
a. Update Regarding 2023 Health, Dental and Vision Insurance

LaBorde prepared a memo that outlined the changes in the budget that had occurred since the three committees met regarding the budget in August. She reviewed the memo with the Board. Two versions of the budget are noted – one if the referendum passes with a levy of \$3,338,157 and one if the referendum does not pass with a levy of \$3,038,157. The Village is required to increase the budget the full \$300,000 the first year if the referendum passes. The version of the budget if the referendum does not pass is approximately \$50,635 over budget at this time. The Village has received information related to revenues and expenditures for 2023. A copy of the proposed budget is out on the website and is available for review at Village Hall. A copy of the proposed capital budget was also reviewed. The proposed borrowing for 2023 is estimated at \$1,125,674. The Board will review these items prior to the meeting on November 21st. A public hearing will be held on November 21st at 4pm for the 2023 budget. The public hearing notice will be published in the newspaper on November 2nd and reflects two versions of the budget with and without the passage of the referendum. LaBorde also reviewed the budget's other funds.

Jenni Heiden from HUB International was present via zoom to discuss insurance. The Village has a transitional relief plan, not an ACH plan, and received a 0% increase for health insurance. At some point the Village will be required to go to an ACH plan but the plan is to stay with the transitional plan as long as possible. Dental insurance increased 8%. Vision insurance did not have an increase and we are locked in for 4 years. The direction is to continue with all of our current plans at the 2023 rates.

Trustee Evans has worked with Deputy Clerk Nelson to explore options for a new website. Civic Plus works with local governments and they have proposed an annual fee of \$3,450. Eventually she would like to eliminate “Constant Contact” emails and go through Civic Plus. The setup of the new system would take approximately 12 weeks and require staff time to input information. Our current system costs approximately \$1,900 per year. Staff will wait until after the referendum to see if this is something that can be explored.

6. CONSENT AGENDA

- a. The Agenda**
- b. Village Board Minutes – September 20, 2022 and October 3, 2022**
- c. Referendum Committee Minutes – August 12, 2022**
- d. Building Board Minutes – August 15, 2022**
- e. Voucher List – September 2022**

Motion by Glaisner, seconded by Russo to approve the consent agenda; motion carried unanimously.

7. PUBLIC COMMENTS ON NON-AGENDA MATTERS

None.

8. FUTURE AGENDA ITEMS

None.

9. Discussion and Action to Approve 2023 rate for Recycling & Refuse collection with John's Disposal

Nate Austin of John's Disposal was present via zoom.

He stated that the current CPI index is 8% and that is the increase they are requesting for 2023 pursuant to the terms of their contract with the Village.

Motion by Fritz, seconded by Evans to approve the John's Disposal 2023 rates; motion carried unanimously.

10. Consideration and Possible Action to Approve RESOLUTION NO. 2022-18 in the Matter of a Request for Approval to Construct and Install Athletic Facilities Pursuant to the 2014 Special Use Permit of Nicolet High School District including but not limited to, tennis courts, permanent seating or bleachers, substantial landscaping, outdoor lighting, fencing, walkways and planting screens and to Approve the Stormwater Management Plan & Agreement

John Kneer of Rettler and Dr. Greg Kabara of Nicolet were present for this item. Curt Wiebelhaus of Nicolet was present via zoom.

Dr. Kabara noted that the Building Board approved the project on Monday night. Nicolet currently has a Special Use Permit that was approved in 2014 which outlines the approval required from the Village Board. The Board is approving the location of the project. The master plan shows an orange line that shows the River Hills portion. Completion to be around August 1, 2023.

Motion by Glaisner, seconded by Evans to Approve RESOLUTION NO. 2022-18 in the Matter of a Request for Approval to Construct and Install Athletic Facilities Pursuant to the 2014 Special Use Permit of Nicolet High School District including but not limited to, tennis courts, permanent seating or bleachers, substantial landscaping, outdoor lighting, fencing, walkways and planting screens; motion carried unanimously.

Motion by Russo, seconded by Fritz to Authorize the Village President and Village Clerk to execute a Stormwater Management Agreement upon advice from the Village Engineer and Village Attorney that its satisfactory; motion carried unanimously.

11. Discussion and Possible Action to Approve ORDINANCE NO. 566 to Amend Subsection 3.055(3) of Chapter Three Regarding Weight Limits and No Trucking on Range Line Road in the Village of River Hills

The Board received a letter authored by Peter Kies and signed by residents living on Range Line Road to eliminate truck traffic. Attorney Dineen noted that this is the same language that was adopted for Bradley Road.

Sallie Alefsen, 715 W. Green Tree Road, asked if the Board would take similar action for Green Tree Road from Jean Nicolet to River Rd. President Noyes asked her to call him.

Motion by Glaisner, seconded by Fritz to approve ORDINANCE NO. 566 to Amend Subsection 3.055(3) of Chapter Three Regarding Weight Limits and No Trucking on Range Line Road in the Village of River Hills; motion carried unanimously.

12. Update Regarding Referendum for Levy Increase

No update.

13. REPORT OF VILLAGE PRESIDENT

a. Report on Open House for Municipal Water and Open House for Referendum

b. 2023 Board meeting schedule

- An open house was held on October 6th from 4pm to 6pm to discuss water issues. Forty to fifty residents were in attendance. There was some interest in getting water, but a number of residents were looking at costs. The open house on the referendum had more trustees and staff than residents in attendance; three residents attended.
- At the last Board meeting a schedule was proposed. Isaacson requested that the March meeting be moved to March 8, 2023. The rest of the Board was in agreement.
- Trustee Russo and President Noyes met with MMSD for a tour of the stormwater project. There have been 20,000 plugs of prairie flowers and grasses planted at the MMSD site. They maintain the grounds for at least two years. Thanks to Carolyn Esswein for this project.
- The letter to the community was well received and Noyes plans to do this quarterly.
- Noyes attended the ICC meeting last week regarding the PSAP- Public Safety Answering Points program for the county. A sub-committee was created of 9 representatives to make recommendations for next year. The PSAP designation is now between Milwaukee County, City of Milwaukee, and North Shore.

14. REPORT OF VILLAGE MANAGER

a. Financial Report for September 2022

b. Treasurer report for September 30, 2022

c. General Election scheduled for Tuesday, November 8, 2022

d. Public Hearing Notice for 2023 Budget

e. Discussion and Action to Approve Recommendation for Use of ARPA Funds for solar Panel Installation and Premium Pay Distribution

LaBorde noted that the Village has completed 75% of the year. There are a few accounts that have exceeded budget but have revenues to offset. Cash balance as of September 30 is \$1.8 million. Public Hearing notice will be published on November 1st with two versions of the budget with or without the referendum passing. All of the funds are listed on the bottom of the notice.

Recommendation to use ARPA funds for installation of solar panels on Public Works building and Village Hall. The net expense after receiving Focus on energy incentives would be \$126,836. A balance of \$148,761.96 remains. Premium pay to employees listed as emergency employees and as a retention. The list includes three past employees. \$20,350 is the total. Trustee Isaacson noted that stormwater construction was an item and was wondering if the culvert on Range Line would be covered. He noted that we get 89 days of sun per year and would cut the life of the panels in half, does our insurance cover this, and does this system have any storage. It was determined to hold off and get our answers. Trustee Russo suggested contacting Chris Soyke regarding his experience. Trustee Isaacson asked about wind generation and if that has been considered.

Motion by Russo, seconded by Isaacson to approve the recommendation for premium pay in the amount of \$20,350 from the ARPA funds as reflected in the schedule provided; motion carried unanimously.

15. REPORT OF THE RIVER HILLS POLICE DEPARTMENT

a. Summary Report

Chief Mrozak stated that they are working with the schools related to emergency plans and responses to emergencies. They continue to monitor Range Line Road. Trustee Russo received a request from someone on Fairy Chasm to reduce the speed there. She referred them to the Police Department.

16. REPORT OF PUBLIC WORKS

a. Discussion and Possible Action Regarding Replacement of Village Sign at Range Line and County Line Road

Supt. Schroeder presented information related to the destruction of the sign at Range Line and County Line Road. He has provided this information to the DA to see if we can be reimbursed. He also provided more information on the GIS system that is proposed in the capital budget for 2023.

17. REPORT ON COMMUNITY GATHERINGS

a. Set date for 2023 Gathering at the Audubon

Trustee Russo recommended that the event for 2023 be held on September 7 or 14. The Board approved the date of September 14 for 2023.

18. REPORT OF THE NORTH SHORE FIRE DEPARTMENT

No update.

19. REPORT ON NORTH SHORE LIBRARY

a. September statistics

b. Update on 2023 Budget figures

Trustee Glaisner stated the DPW helped with moving signage for the library with the construction taking place on Port Washington Road. He stated that there is a book sale

scheduled for this weekend.

20. ADJOURNMENT

Motion by Russo, seconded by Fritz to adjourn at 6:18 p.m.; motion carried unanimously.

Submitted by Tammy LaBorde, Clerk on October 20, 2022.