



## 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, Tuesday, September 20, 2022 @ 4:00 pm**

**This meeting was an in person and virtual meeting  
through Zoom – Access code 832-6830-9178**

1. **ROLL CALL** Roll call was answered at 4:00 pm by President Chris Noyes, Trustee David Fritz, Trustee Kurt Glaisner, Trustee Jamie Evans, and Trustee Peggy Russo all in person. Trustee Bill Walker was absent and excused. Also present in person: Village Attorney Bill Dineen, Lt. Mike Gaynor, 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.

**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 Fritz, seconded by Russo to move into closed session for the reasons stated on the agenda at 4:06 p.m.; motion carried unanimously.

Motion by Glaisner, seconded by Russo to reconvene to open session at 4:56 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.
5. **CONSENT AGENDA**
  - a. **The Agenda**
  - b. **Village Board Minutes – August 17, 2022**
  - c. **Building Board Minutes – June 22, 2022**
  - d. **Board of Appeals Minutes – June 1, 2022 and June 21, 2022**

e. **Board of Review – June 13, 2022 and August 17, 2022 Draft**

f. **Voucher List – August 2022**

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

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

None.

**7. FUTURE AGENDA ITEMS**

None.

**8. Discussion and Action to Appoint a Person to Fill Vacant Trustee Office**

The Board received applications from three candidates for the office. Interviews were conducted in the following order: Russell M. Darrow IV (in person), Jon “Ike” Isaacson (via Zoom), and Katie McGregor (in person). Following the interviews, the Village Board voted by ballot for the appointment of a trustee from the slate of applicants. The Board was impressed by the quality of the applicants and their experience. Trustee Russo stated that for those who might not get selected, they should consider becoming active. The first vote results were: Jon Isaacson – 3 (Evans, Glaisner, Noyes), and Katie McGregor – 2 (Fritz, Russo). A majority of votes were cast for Jon “Ike” Isaacson. Mr. Isaacson was available by zoom and will be sworn in at a later date.

**9. Presentation Regarding Community Introduction to Emergency Medical Dispatcher (EMD)**

Liane Scharnott and Mandy Majors of Bayside Communications were present for this item. Ms. Scharnott explained the new EMD system which will be going live on September 21. They are using all opportunities to educate the public.

**10. Discussion and Possible Action Regarding Request of Range Line Road Residents**

Skip McGregor, 8375 N. Range Line Road, was present for this item.

The Board received a letter authored by Peter Kies and signed by residents living on Range Line Road regarding traffic. It has now become a safety issue. They realize that this isn’t a temporary issue. They are requesting that a speed bump or mat be installed and that truck traffic be limited. President Noyes noted that speed bumps would cause holes in the road. Lt. Gaynor spoke with the DOT and speed tables were used in Wauwatosa and they are not sure if we could use them. They are noisy and would have to be removed because you can’t plow over them. You would then have to plug the holes. Supt. Schroeder noted that we would have to patch the road as the holes would cause fractures in the road. The Police department is monitoring speed on Range Line and the issue is volume. The Village has reached out to Glendale to put up “No Trucking” signs. President Noyes suggested looking to lower the speed limit, limit truck traffic by weight, and increase police presence. The Village Attorney will draft an ordinance lowering the speed limit to 25 mph for all of Range Line Road – from County Line to Green Bay. The Village will have to look at what needs to be done for addressing trucking. Supt. Schroeder stated that signs will take two to three weeks to arrive.

**11. Update Regarding Referendum for Levy Increase**

A copy of a proposed flyer to the residents was presented. Suggestions were made to add that the Police department wouldn't be available 24 hours per day seven days a week. It was also suggested to bold the information regarding who to contact and the date of the Open House. Flyers will be mailed to the residents starting tomorrow.

**12. Discussion and Action to Approve RESOLUTION NO. 2022-17 to Appoint R. David Fritz Jr. to the North Shore Fire Department Board**

Motion by Glaisner, seconded by Russo to Approve Resolution No. 2022-17 to Appoint David Fritz Jr. as the designated River Hills member of the North Shore Fire Department Board; motion carried unanimously.

**13. Discussion and Action to Approve RESOLUTION NO. 2022-11 to Cancel the Tax on the Erroneous Land and Improvement Value Portion of the Assessment of Property at 1620 W. Brown Deer Road – Tax Key No. 024-9991-000**

**14. Discussion and Action to Approve RESOLUTION NO. 2022-12 to Cancel the Tax on the Erroneous Land and Improvement Value Portion of the Assessment of Property at 7777 N. River Road – Tax Key No. 089-9994-000**

Items #13 and #14 were taken together. Motion by Glaisner, seconded by Fritz to Approve Resolution No. 2022-11 and 2022-12 to Cancel the Tax on the Erroneous land and improvement value portion of the assessment of property at 1620 W. Brown Deer Road and 7777 N. River Road; motion carried unanimously.

**15. Discussion and Possible Action to Approve RESOLUTION NO. 2022-13 in Recognition of Curt Witynski and Gail Sumi**

This is for two long-term employees of the League of Wisconsin Municipalities.

Motion by Fritz, seconded by Russo to Approve Resolution No. 2022-13 in Recognition of Curt Witynski and Gail Sumi; motion carried unanimously.

**16. Update on Meet and Greet held on September 8 at the Schlitz Audubon**

Trustee Russo stated that approximately 103 people expressed interest in attending. There were 31 no-shows, so a total of 84 people attended. She received a number of thank you's and notes from those who attended. She believes this should continue at least one time every year. She also recommends having it at the Audubon. There was discussion to ask the Foundation for funding to match going forward or get a sponsor for the event. She would like to see a committee created to take care of these types of issues. The event was approximately \$3,400 and has someone who is interested in sponsoring the event for next year. There is another group of residents who might be interested. President Noyes thanked Peggy for all of her work on the event.

**17. Discussion and Possible Action Regarding Proclamations for 2022 Arbor Day and 2022 Monarch Butterfly Day**

Motion by Russo, seconded by Fritz to Approve the Proclamations for 2022 Arbor Day and 2022 Monarch Butterfly Day; motion approved unanimously.

**18. Discussion and Action to Award Bid for Green Solutions Project at Village Hall for Biofiltration Swale**

The Village received a recommendation from Clark Dietz that all bids be rejected due to lack of funding, that the project quantities and design be adjusted and that the project be re-bid.

Motion by Glaisner, seconded by Russo to accept the recommendation of the Village Engineer and Reject the Bids for the Green Solutions Project; motion carried unanimously.

**19. REPORT OF VILLAGE PRESIDENT**

- a. Letter to Residents regarding potential water**
- b. 2023 Board meeting schedule**
- c. Update regarding Brown Deer Property**
- d. Update from ICC meeting**

An open house has been scheduled for October 6<sup>th</sup> from 4pm to 6pm to discuss potential water. A proposed Board meeting schedule for 2023 was included in the packet. Please review and advise if you can make those meeting dates. President Noyes and Trustee Russo met with representatives of Cornerstone at the site to go over what the next steps are for the development. The outstanding issues are: DOT needs to issue an access permit, the water and sewer lines, comprehensive plan needs to be amended, and zoning change for the property. There was discussion regarding the trails and future maintenance of the conservancy. President Noyes attended the ICC meeting which includes all 19 municipalities in the county. There was discussion regarding the tax software system for the County. The State has required each county to have a Public Safety Answering Point (PSAP) and only one agency in the county with dispatch can receive the funding. There are several interested parties – the County, City of Milwaukee, North Shore Dispatch, City of Greenfield and City of Oak Creek. This will be discussed at a future meeting.

**20. REPORT OF VILLAGE MANAGER**

- a. Financial Report for August 2022**
- b. General Election scheduled for Tuesday, November 8, 2022**
- c. 2023 Budget Schedule**
- d. Fireworks Permit issued to University School of Milwaukee for 10.7.22 Homecoming**

LaBorde noted that the Village has completed 67% of the year. Revenues continue to come in but most state funding comes in in November. The proposed 2023 budget will be updated and provided at the October meeting. A memo went out today related to the use of ARPA funds which will be discussed in October. The budget is on track. The November meeting was moved to the 21<sup>st</sup> at 4pm and the publication dates have changed. Absentee ballots for the November election will start to be mailed Thursday. There was discussion regarding the referendum. USM will have fireworks on October 7<sup>th</sup> for Homecoming. Trustee Russo suggested to send an email out regarding the event.

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

**a. Summary Report**

**b. Discussion and Possible Action to Commit to Police Department Purchase of Squad Car scheduled for 2023 due to Pricing and Availability**

Lt. Gaynor was present for this item as the Chief is out due to his father passing away. The department has written out over 500 tickets in the Range Line Road area. There were no questions regarding the report.

Motion by Fritz, seconded by Glaisner to Commit to the purchase of a squad car for 2023 due to pricing and availability; motion carried unanimously.

**22. REPORT OF PUBLIC WORKS**

**a. John's Disposal semi-annual trash collection on October 8<sup>th</sup>**

**b. Discussion and Possible Action Regarding RESOLUTION NO. 2022-16 to Approve Application for DNR Forestry Grant**

**c. Discussion and Possible Action Regarding Replacement of Village Sign**

John's Disposal will be here on October 8<sup>th</sup>.

Supt. Schroeder met with Kim Sebastian of the DNR at the Meet & Greet regarding grants. This funding would help to cut down the dead ash trees on the village land north of village hall. This is a matching grant and we would receive \$5,000. Motion by Glaisner, seconded by Evans to approve Resolution No. 2022-16 approving application for DNR Forestry Grant; motion carried unanimously.

In early September, an uninsured motorist veered off Good Hope Road and took out the village sign. The costs to repair are not available in the budget. The request is to use funding from the contingency account to cover some of the cost. Motion by Glaisner, seconded by Fritz to approve the use of \$696 from the contingency account for the replacement of the village sign on Good Hope Road; motion carried unanimously.

For this year and future roofing projects, the color shingles that we have were discontinued and are no longer available. A sample color was provided. The cost will be approximately \$1,200 more than the quote that was received. A revised quote will be provided. The Board was in agreement to use the proposed shingle.

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

**a. Update on Proposed NSFD 2023 Budget**

The proposed budget for 2023 will increase 3% which includes a 2-1/2% wage increase. The budget contribution amounts were distributed to the communities.

**b. Discussion and Possible Action to Approve RESOLUTION NO. 2022-14 Approving the 2023 NSFD Fees for Service Schedule**

Motion by Glaisner, seconded by Evans to Approve Resolution No. 2022-14 Approving the 2023 NSFD Fees for Service Schedule; motion carried unanimously.

**c. Discussion and Possible Action to Approve RESOLUTION NO. 2022-15 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, seconded by Russo to Approve Resolution No. 2022-15 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 carried unanimously.

**24. REPORT ON NORTH SHORE LIBRARY**

**a. Fundraising Efforts**

**b. July & August statistics**

**c. Update on 2023 Budget figures**

Trustee Glaisner stated that fundraising efforts continue and donations are being received. A former resident, Susan Walters, who lived on Green Tree Road and was a Library Friend donated much of her estate to the Library - approximately \$600,000. There is also a federal grant that was applied for. There is a book sale in mid-October.

**25. 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)(g) – Conferring with legal counsel for the Village who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is involved (Mandamus lawsuit).**

**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**

No closed session needed.

**26. ADJOURNMENT**

Motion by Fritz, seconded by Russo to adjourn at 6:46 p.m.; motion carried unanimously.

Submitted by Tammy LaBorde, Clerk on September 29, 2022.