



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, February 15, 2023 @ 5:00 pm

**This meeting was an in person and virtual meeting
through Zoom – Access code 870-0539-8865**

1. **ROLL CALL** Roll call was answered at 5:08 pm by President Chris Noyes, Trustee Bill Walker, Trustee David Fritz, Trustee Ike Isaacson, and Trustee Kurt Glaisner. Trustee Peggy Russo and Trustee Jamie Evans attended via zoom. Also present: Village Attorney Bill Dineen, Attorney Alan Marcuvitz (via zoom), Village Engineer Mustafa Emir, Police Chief Mrozak, Public Works Supt. Craig Schroeder, Lt. Gaynor, Village Manager Tammy LaBorde and Deputy Clerk Stacie Nelson.

Agenda items #6, #25, #14, #15, #16 will be moved up to the beginning.

MOVED UP AGENDA ITEM #6. Discussion regarding Revaluation Process for 2023

Assessor Marty Kuehn explained the process and timeline that would be followed for the revaluation. Residents can meet with the assessor in person, via phone conference, or via zoom meetings.

MOVED UP AGENDA ITEM #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)(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 possible additional discussion and action concerning any matters discussed in closed session, the remaining agenda items and for adjournment.

Motion by Isaacson, seconded by Glaisner to move into closed session for the reasons stated on the agenda at 5:15 p.m.; motion carried unanimously. Attorney Marcuvitz and Village Engineer Emir were present for this item.

Motion by Fritz, seconded by Glaisner to reconvene to open session at 5:37 p.m.; motion carried unanimously.

MOVED UP AGENDA ITEM #14. Discussion and Possible Action to Approve an Agreement with the Mequon Water Utility to provide public water to the perimeter of Lot 1 of CSM 9392 related to the Cornerstone Development on Brown Deer Road

Motion by Glaisner, seconded by Fritz to approve the Agreement with the Mequon Water Utility to provide public water to the perimeter of Lot 1 of CSM 9392 related to the Cornerstone Development on Brown Deer Road with the changes as discussed in closed session; motion carried unanimously.

MOVED UP AGENDA ITEM #15. Discussion and Possible Action to Approve an Intergovernmental Agreement to provide water utility service between the City of Mequon and the Village of River Hills

Motion by Walker, seconded by Isaacson to approve an Intergovernmental Agreement to provide water utility service between the City of Mequon and the Village of River Hills; motion carried unanimously.

MOVED UP AGENDA ITEM #16. Discussion and Possible Action to Approve a Memorandum Agreement with University School of Milwaukee to provide public water

Motion by Fritz, seconded by Glaisner to Approve a Memorandum Agreement with University School of Milwaukee to provide public water with the changes as discussed in closed session; motion carried unanimously.

2. CONSENT AGENDA

- a. **The Agenda**
- b. **Village Board Minutes – January 10, 2023**
- c. **Building Board Minutes – December 19, 2022**
- d. **Voucher List – January 2023**

Motion by Walker, seconded by Fritz to approve the Consent Agenda; motion carried unanimously.

3. PUBLIC COMMENTS ON NON-AGENDA MATTERS

Sallie Alefsen – 715 W. Green Tree Road, stated that there are six houses that are now looking at lights from the hotel as well as noise from I-43. They are concerned with the trees that DOT took out and the grading that was done along I-43. They are asking the Board to partner with them. The project won't be completed until end of 2024 and they need the Board to do this with them.

Jen Berkes – 730 W. Green Tree Road, stated that the issue is quality of life. Residents are concerned about their well water and if there will be any future damage from this project. They are also worried about their property values. She can now see the Fairfield Hotel sign from her patio.

4. FUTURE AGENDA ITEMS

Nuisance tree ordinance for issues related to communication lines will be on the agenda for the next Board meeting with a memo from the Village Attorney.

5. Discussion and Possible Action to Approve Extension of Berm along I-43 onto Village Property (N. Pheasant Lane)

Simon Bundy – 7300 N. Pheasant Lane was present for this item. He stated that they are looking to increase the size of the berm that is along I-43 just north of Village Hall. Hoffman Construction will be doing the project and getting the fill permit for the project and permit for the berm. The berm will go across three properties and end on the village property. Mr. Bundy stated that Mr. Von Schledorn, Mr. Siegrist and he are part of the project and would like the berm to match the existing berm which is built on a 1 to 1 ratio. This item needs to go to the Building Board for review and approval of the berm. A fill/excavation/erosion control permit will be required to be obtained from the Village. The Board did not have any issues with the berm ending on Village property but agreed that there should be no financial burden placed on the Village. The matter will come back before the Village Board for approval of an agreement to consent to the extension of the berm on Village Property.

7. Discussion and Action to Award Bid for 2023 Sewer Rehabilitation Project

Motion by Walker, seconded by Fritz to Award the Bid for 2023 Sewer Rehabilitation Project to Visu Sewer in the amount of \$29,592.00 for the base bid; motion carried unanimously.

8. Discussion and Action to Award Bid for 2023 Pavement Recycling and Resurfacing Program

Motion by Glaisner, seconded by Walker to Award the Bid for 2023 Pavement Recycling and Resurfacing Program to Stark Pavement Corp. in the amount of \$429,317.50 for the total base bid; motion carried unanimously.

9. Discussion and Action to Approve Amendment No. 2 to Engineering Services for the Grove Development

The proposal from Clark Dietz is to amend the design service to include the new alignment and watermain pipe layout within and through the property of University School of Milwaukee. The additional engineering costs for the 4,250 feet of USM watermain is \$54,500.

Motion by Glaisner, seconded by Fritz to authorize the proper village official to enter into an agreement with Clark Dietz to amend the design service for an additional 4,250 feet for USM watermain design engineering in the amount of \$54,500; motion carried unanimously.

10. Discussion and Possible Action to Approve RESOLUTION 2023-01 Urging Legislature and Governor to Fix Broken System of Funding Critical Local Services

President Noyes stated that it is important for the Village to let the Governor and Legislature know that there are problems with funding at the local level.

Motion by Walker, seconded by Fritz to Approve RESOLUTION 2023-01 Urging Legislature and Governor to Fix Broken System of Funding Critical Local Services; motion carried unanimously.

11. Discussion and Possible Action Regarding Village Website (Trustees Evans and Russo and Deputy Clerk Nelson)

Trustee Evans presented information related to the two proposals and review of the various community websites as examples. Trustee Glaisner stated that he researched some of the surrounding communities and Fox Point likes Civic Plus and that the basic plan is suitable for what we need. Trustee Evans stated that they would move forward with getting final pricing and look at whether or not any additions would be needed. The consensus of the Board was to work with Civic Plus.

12. Discussion and Possible Action to Approve 2023 Capital Listing and Move Forward with Borrowing

LaBorde stated that the 2023 capital list was before the Board for final approval. There have been a few price updates and this is the final proposal. She stated that she contacted Ehlers regarding borrowing and at this point it would be beneficial to borrow for a two-year period, 2023 and 2024, in order to go to the market to borrow. The State Trust Fund interest rate is currently 5.25% and Ehlers states that the market would be around 3.2% at this time. The Board is in favor of a two-year borrowing with a parameter resolution for approximately \$2.3 million.

Motion by Walker, seconded by Glaisner to approve the 2023/2024 Capital List; motion carried unanimously.

13. Discussion and Possible Action to Approve Connect Software Upgrade with Civic Systems

LaBorde stated that a software upgrade is needed as Civic Systems will be eliminating the basic program which we have. This item is included in the 2023 capital listing. Attorney Dineen has reviewed the agreement.

Motion by Fritz, seconded by Walker to approve the Proposal from Civic Systems, LLC for Computer Software and Conversion services in the amount of \$8,310 and to authorize the proper Village officials to execute the agreement; motion carried unanimously.

17. Discussion and Possible Action to Approve a Declaration of Restrictions to be recorded for the purpose of dedicating Lot 2 of CSM 9392 for conservation purposes related to the Cornerstone Development on Brown Deer Road

This item was laid over.

18. REPORT OF VILLAGE PRESIDENT

President Noyes reported that the League of Wisconsin Municipalities came to the last ICC meeting and provided an update on their efforts related to securing additional funding for municipalities. He also reported that the ICC will be meeting in River Hills on March 13th at St. Christopher's Church.

19. REPORT OF VILLAGE MANAGER

- a. **Preliminary Financial Statements for December 2022 pre-audit**
- b. **Treasurer Report for December 31, 2022**
- c. **Financial Statements for January 2023**
- d. **Spring Primary and Special Partisan Election Tuesday, Feb. 21, 2023**
- e. **North Shore Health Department Monthly Report – December 2022 & January 2023**

LaBorde stated that the December report is pre-audit. Staff has been working with the auditors for the past two weeks related to finalizing 2022. The Treasurer's cash report as of December 31, 2022 showed a cash balance of \$6,454,976.54; however, most of the funds are from tax collections. The Spring Primary will be held on Tuesday, Feb. 21, 2023 and we have had close to 70 file absentee ballots. LaBorde also included the December and January Health Department reports in the Board packet.

(Trustee Russo left the meeting at 6:30 p.m.)

20. REPORT OF THE RIVER HILLS POLICE DEPARTMENT – (Chief Mrozak)

a. Summary Report

Chief Mrozak presented the report for 2022. Lt. Gaynor provided an update on training for the department, specifically ALERT training which they are completing with other North Shore communities, and CIT training which is related to critical intervention for mental health and other issues. Chief Mrozak presented Lt. Gaynor with a commendation for his life saving skills providing CPR to a contractor.

21. REPORT OF PUBLIC WORKS – (Supt. Schroeder)

- a. **Discussion and Action regarding additional cost for materials for Plow Truck to be purchased in 2023**
- b. **Discussion and Action regarding sale of Loader**

Supt. Schroeder stated that the additional costs for the plow truck are included in the 2023 capital figures. The department would like to sell a loader that is not being used rather than trade in the plow truck in order to keep it for brining purposes.

Motion by Fritz, seconded by Isaacson to sell the 1992 Caterpillar Bulldozer DC3 at auction; motion carried unanimously.

Motion by Isaacson, seconded by Walker to add \$5,000 to the roofing project in order to replace the roof where solar panels will be placed on Village Hall; motion carried unanimously.

22. REPORT OF THE NORTH SHORE FIRE DEPARTMENT – (Trustee Fritz)

a. Update

Trustee Fritz stated that the NSFD Board is continuing to move forward with Station 82.

23. REPORT ON THE PERCEPTION OF RIVER HILLS PROJECT - (Trustee Russo)

No Report

24. REPORT ON NORTH SHORE LIBRARY – (Trustee Glaisner)

a. Update

Trustee Glaisner stated that they have raised approximately \$1.3 million for the new library; however, the total needed is around \$10 million. Bayside is handling the deposits for fundraising. The Library Board is looking at what they can do to jump start fundraising as nothing is happening.

25. ADJOURNMENT

Motion by Fritz, seconded by Walker to adjourn at 7:00 p.m.; motion carried unanimously.

Submitted by Tammy LaBorde, Clerk on February 20, 2023