



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, May 17, 2023 @ 5:00 pm
This meeting was an in person and virtual meeting
through Zoom – Access code 892-3966-3830

1. **ROLL CALL** Roll call was answered at 5:00 pm by President Chris Noyes, Trustee Peggy Russo, Trustee Kurt Glaisner, Trustee David Fritz, Trustee Ike Isaacson, and Trustee Jamie Evans (via zoom at 5:04pm). Trustee Bill Walker was absent and excused. Also present: Village Attorney Bill Dineen (at 5:10pm), Village Engineer Mustafa Emir, Village Manager Tammy LaBorde (via zoom), Lt. Michael Gaynor, DPW Supt. Craig Schroeder, and Deputy Clerk Stacie Nelson.

2. **CONSENT AGENDA**

- a. **The Agenda**
- b. **Village Board Minutes – April 11, 2023**
- c. **Building Board Minutes – March 13, 2023; March 20, 2023; and April 17, 2023**
- d. **Board of Appeals Minutes – July 6, 2022 and April 3, 2023**
- e. **Plan Commission Minutes – March 30, 2023**
- f. **Voucher List – April 2023**
- g. **2022 Annual Report for Municipal Separate Storm Sewer Systems (MS4)**
- h. **Approve RESOLUTION 2023-07 Compliance Maintenance Annual Report**

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

3. **PUBLIC HEARING on Ordinance to Amend the Zoning Ordinance that regulates the minimum distance between a swimming pool and other structures on the property**

Motion by Glaisner, seconded by Fritz to open the Public Hearing at 5:04pm; motion carried unanimously. There were no comments.

Motion by Glaisner, seconded by Russo to close the Public Hearing at 5:06pm; motion carried unanimously.

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

None.

5. **FUTURE AGENDA ITEMS**

President Noyes stated that Stacie has done research on exempting smaller structures from permits such as sheds that will be placed on a future agenda.

6. **Consider/Approve 2022 Financial Statements as presented by Wendi Unger of Baker Tilly**

Wendi Unger of Baker Tilly was present for this item. Wendi Unger is the partner responsible for the Village. She presented the financial statements for 2022 and reviewed the reporting and insights from the audit. The Village received a clean, unmodified opinion. There was one new GASB requirement for 2022 related to accounting for leases which are mainly the cell tower leases. For 2023, GASB 96 will be applicable to the Village and addresses accounting for subscription-based IT arrangements.

Motion by Isaacson, seconded by Glaisner to accept the 2022 Financial Statements as presented, motion carried unanimously.

7. Presentation by Julie Cotter and Rhonda Gould regarding North Shore Library Fundraising

Margaret Zitzer, Sandy Grady, and Rhonda Gould from the NS Library and Julie Cotter of McDonald Schaefer were present.

Rhonda Gould stated that the new library ground breaking took place last week. She also presented an update on the statistics from 2022. The capital campaign is using “Building Better Together” as their slogan. She has noticed that the four communities have been working well together. She also presented renderings from Rinka of the new library space. Julie Cotter presented information related to the library’s strategy to raise capital funds. She shared that the campaign goal is \$13.8 million. A total of \$7,462,000 has been pledged or raised to date. The current gap is \$6,338,000. There are approximately \$2 million in pending grants that were submitted. A donation was just received from WE Energies for \$25,000. Major donor donation requests are in progress which usually counts for 90% of the goal. They will provide updates in the future.

8. Discussion and Action on Watermain Construction Inspection and Contract Administration Services by Clark Dietz

John Wahlen and Alan Peters of Cornerstone Development were present for this.

President Noyes noted that Cornerstone is ready to contract with DF Tomasini for the construction project. There was a total of twelve bids on the project. Village Engineer Emir stated that the bid is in line with the TID financial projections. Alan Marcuvitz is working with Mr. Wahlen on a legal structure to draw funds as the project is completed and approved. Clark Dietz has presented an agreement for management of the project including construction inspection services, project staking and layout, as-built plans, and the legal description for the USM easement in the amount of \$372,700. A pre-construction meeting is scheduled for next week.

Motion by Russo, seconded by Fritz to Approve the Agreement with Clark Dietz for Construction Inspection and Contract Management Services in the amount of \$372,700; motion carried unanimously.

9. Discussion and Action to Approve Declaration of Covenants and Stormwater Maintenance Agreement (SWMA) with Cornerstone Development

Attorney Dineen stated that the SWMA gets recorded. This is the template agreement that the Village requires and is in proper form and has been reviewed and recommended by the Village Engineer. Based upon the Village Engineer’s recommendation, the Village Attorney recommends approval of the Agreement and to authorize the Village President and Village Clerk to sign upon receipt of the signed copy from Cornerstone Development.

Motion by Glaisner, seconded by Russo to Approve Declaration of Covenants and Stormwater Maintenance Agreement (SWMA) and to authorize the Village President and Village Clerk to sign upon receipt of the signed copy from Cornerstone Development; motion carried unanimously.

10. Discussion and Action to Approve Class B Beer and Class B Liquor Licenses for the Milwaukee Country Club and Lynden Sculpture Garden

Motion by Russo, seconded by Glaisner to Approve the Class B Beer and Class B Liquor Licenses for the Milwaukee Country Club and Lynden Sculpture Garden; motion carried (5-aye, 1-abstain (Fritz)).

11. Discussion and Action to Approve Appointments to the various Boards, Commission and Committees

President Noyes stated that there were two vacancies on the Building Board and a change in the Library Board liaison. He is proposing Andrew Holmstrom and Tim Van de Kamp for the Building Board; and Trustee Isaacson for the Library Board. He thanked Trustee Glaisner for all of his work on the Library Board.

Motion by Fritz, seconded by Russo to Approve the Appointments to the various Boards, Commission and Committees as presented; motion carried unanimously.

12. Discussion and Action to Approve the Following Items for the Annual Event at Schlitz Audubon Nature Center:

- a. RESOLUTION 2023-09 World Migratory Bird Day**
- b. 2023 Arbor Day Proclamation**
- c. 2023 Monarch Butterfly Day Proclamation**

Motion by Fritz, seconded by Glaisner to Approve RESOLUTION 2023-09 World Migratory Bird Day, 2023 Arbor Day Proclamation, and 2023 Monarch Butterfly Day Proclamation; motion carried unanimously.

13. Discussion and Action Regarding ORDINANCE NO. 572 to Amend Subsection 7.0504.C.4 of the Village Zoning Ordinances to reduce the minimum distance required between a swimming pool and other structures on the property from 20 feet to 8 feet

The Plan Commission reviewed this item and recommended moving the distance to 8 feet.

Motion by Glaisner, seconded by Russo to Approve ORDINANCE NO. 572 to Amend Subsection 7.0504.C.4 of the Village Zoning Ordinances to reduce the minimum distance required between a swimming pool and other structures on the property from 20 feet to 8 feet; motion carried unanimously.

14. REPORT OF VILLAGE PRESIDENT – (President Noyes)

- a. Update regarding I-43**
- b. MMSD conservation easement**
- c. Update on Shared Revenue**

President Noyes stated that he met with residents from Pheasant Lane regarding I-43 construction. There was a meeting with the DOT and several residents from that area. There doesn't appear to be anything that can be done but DOT is looking into this. Trustee Russo has looked at other types of sound and visual barriers but DOT doesn't have funding. President Noyes has communicated this issue to Rep Andraca and Senator Knodl. Trustee Russo will draft a letter for the Board to send to our elected officials.

President Noyes noted that the conservation easement on the Village's Brown Deer Road property runs ten years until 2033 and MMSD is required to maintain the easement until December 31, 2028 then the Village is responsible until the easement expires. There is \$250,000 reserved in the borrowing for walking paths, benches, etc. If we are going to encourage people to use the property there needs to be parking. The

possibility of parking would be on Greenbrook. Atty Dineen stated there is a 30-foot right-of-way that is outside the parcel of the TID, and the Register of Deeds wants to know what the Village is going to do with it on the northeast corner of the TID property. If this is of interest, we could look into as a possibility. President Noyes will revisit this with Carolyn Esswein.

An update regarding shared revenue was presented at the ICC meeting. The increase in the City and County sales tax would require a public referendum.

An update on I-794 also came up at the ICC meeting. The proposal is to eliminate that section in Milwaukee, taking it down to street level. He stated that he would bring this issue to the Board for their input.

(Trustee Evans left at 6:30p.m.)

15. REPORT OF VILLAGE MANAGER – (LaBorde)

- a. Financial statements for March 2023**
- b. Financial statements for April 2023**
- c. Treasurer Report for March 31, 2023**
- d. Update on 2023A and 2023B Borrowing**
- e. Health Department Report for April**

LaBorde presented the financial statements for March and April 2023. There were no questions. LaBorde noted that cash on hand as of March 31, 2023 was \$3.698 million mainly due to tax collections. She also presented the detail for the 2023A and 2023B borrowings and the repayment schedule. She also attached a copy of the Health Department report for April.

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

- a. Summary Report**

Lt. Gaynor stated that construction is everywhere and is affecting everything in the Village. They are still directing traffic at Nicolet High School. USM and Indian Hill traffic is also an issue related to the Brown Deer Road traffic. USM is trying to send their people to Range Line Road instead of Brown Deer Road. More enforcement on Range Line Road and Green Bay Road. There has been a reduction in the number of citations issued. USM has hired retired law enforcement officers that will be providing armed security and they will be doing training in the future with the department. The Police Department is working with Indian Hill School regarding active shooting training.

16. REPORT OF PUBLIC WORKS (Supt. Schroeder)

- a. 2023 Road Paving Project and Culvert replacements**
- b. Discussion/Possible Action regarding Selection of Paint Color for Village Hall**
- c. Request to Purchase 2024 capital item for Brine system in 2023**

Update from Supt. Schroeder related to roofing on Village Hall that was needed to put the solar panels up – this was completed. DPW has the solar panels on it now and they will be doing a connection test. The Dean Road paving project by Stark Paving has been completed.

We are painting Village Hall this summer and he has four color choices. Trustees will take a look after the meeting.

He would like to purchase the brine system in 2023 rather than wait until 2024. He also raised the Bradley Road culvert project to take care of in 2023 rather than 2024. The culvert replacement was not included in this agenda and will be taken up at the next meeting.

Motion by Fritz, seconded by Isaacson to purchase the Brine system in 2023; motion carried unanimously.

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

a. Discussion and Action to approve RESOLUTION 2023-08 to Confirm Obligation to Contribute to North Shore Fire Department's Budget to Pay Debt Service on Bonds Issued by the City of Glendale on Behalf of the North Shore Fire Department

Chief Whitaker was present for this item. In December 2022 the Board approved parameters for the sale of bonds. The City of Glendale sold the bonds at 3.97% true interest rate and now is coming back to the Village Board to agree to reimburse Glendale for the borrowing.

Motion by Glaisner, seconded by Fritz to Approve RESOLUTION 2023-08 to Confirm Obligation to Contribute to North Shore Fire Department's Budget to Pay Debt Service on Bonds Issued by the City of Glendale on Behalf of the North Shore Fire Department; motion carried unanimously.

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

Trustee Russo didn't have anything to report at this time.

19. REPORT ON NORTH SHORE LIBRARY

a. Discussion and Action to approve amended Joint Library Services Agreement

Village Attorney Dineen referred to an email he had sent to the Trustees related to the proposed amended agreement regarding a clause entitled Donation Fund. There was no explanation for the removal of the Donations Fund provision. In addition he pointed out some clerical errors in the proposed amended agreement.

Motion by Isaacson, seconded by Russo to Authorize the Village President and Village Clerk to sign the Joint Library Services Agreement subject to approval as to form by the Village Attorney; motion carried unanimously.

20. ADJOURNMENT

Motion by Glaisner, seconded by Fritz to adjourn at 7:02 p.m.; motion carried unanimously.

Submitted by Tammy LaBorde, Clerk on May 23, 2023