



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 18, 2023 @ 5:00 pm
This meeting was an in person and virtual meeting
through Zoom – Access code 847-1150-0848

1. **ROLL CALL** Roll call was answered at 5:00 pm by President Chris Noyes, Trustee David Fritz, Trustee Bill Walker, Trustee Peggy Russo and Trustee Kurt Glaisner were present. Trustee Jamie Evans was present via zoom. Trustee Ike Isaacson was absent and excused. Also present: Village Attorney Bill Dineen (arrived at 5:35pm), Village Manager Tammy LaBorde, Police Chief Milt Mrozak, Lt. Michael Gaynor, DPW Supt. Craig Schroeder and Deputy Clerk 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)(a), Stats. The purpose of the closed session is for the following:
 - 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 2024 wages and benefits.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.
Motion by Russo, seconded by Fritz to move into closed session for the reasons listed on the agenda at 5:01pm; motion carried unanimously.
3. **RETURN TO OPEN SESSION**
Motion by Walker, seconded by Glaisner to return to open session at 5:35pm; motion carried unanimously.
4. **Discussion and Possible Action on any item from Closed Session and remaining agenda.**
No action taken on any items from Closed Session and the Village Board resumed the Meeting and the remaining agenda in open session.

MOVED UP AGENDA ITEM 6 – CONSENT AGENDA

CONSENT AGENDA

- a. **The Agenda**
- b. **Village Board Minutes – September 20, 2023**
- c. **Building Board Minutes – September 18, 2023**
- d. **Voucher List – September 2023**

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

MOVED UP AGENDA ITEM 5 – BUDGET WORKSHOP – DISCUSSION REGARDING PROPOSED 2024 BUDGET & CAPITAL BUDGET

LaBorde stated that the proposed budget will increase 3.68%. A copy of the list of reductions to the budget was included. The levy amount will be \$3,577,446. The TID fund will no longer have a negative balance. The capital projects fund deficit is being reduced and may be eliminated by mid-2024. MADACC had their board meeting yesterday and the amount of our contribution went up \$43 which will be reflected at the November meeting. Our health insurance representative will be present at the

November meeting to discuss what the final increase for health insurance coverage will be for 2024. There were no questions.

7. PUBLIC COMMENTS ON NON-AGENDA MATTERS

None.

8. FUTURE AGENDA ITEMS

None.

MOVED UP AGENDA ITEM 18 - REPORT OF THE NORTH SHORE FIRE DEPARTMENT

Trustee Fritz stated that there was no meeting in October and the construction of the Glendale building is moving along quickly.

MOVED UP AGENDA ITEM 19 - REPORT ON THE PERCEPTION OF RIVER HILLS PROJECT

Trustee Russo stated that she had nothing to report except that no one has volunteered to take over the annual event. A constant contact will be sent out to try to find someone who would be interested.

MOVED UP AGENDA ITEM 16b – COMMENDATIONS FOR OFFICER SEAN DOUGHMAN AND OFFICER BRANDON KETO

Chief Mrozak presented Officer Keto with a Class B Citation Commendation for his actions related to collecting someone from the Milwaukee River who was resisting arrest. His actions went above and beyond the call of duty. Chief Mrozak presented Officer Doughman with a Class B Citation Commendation for his actions in utilizing Narcan and performing CPR to save someone who was overdosing at a nearby residence. His quick response saved someone's life. President Noyes thanked both officers on behalf of the Village.

9. Update Regarding North Shore Library Capital Campaign

Margaret Zitzer-Library Board President, Rhonda Gould-Library Director and Julie Cotter-Fundraising Consultant were present for this item.

Slides were presented that outlined the capital campaign to date as well as the success of the Summer Youth program at the library. They have raised almost \$9 million of their goal. Their next milestone is \$10 million. They are looking for individuals to contact, so if you know of anyone, please forward their information. President Noyes asked how much money has been pledged compared to contributions received. Ms. Cotter said that she would provide Mr. Noyes with that information.

10. Petition from Pam Percy to Rezone Property located at 1815 W. Brown Deer Road from R-1 Residential (Minimum area 5 acres) to R-3 (Minimum area 1 acre) to divide her lot.

11. Petition from Alison Kravit to Rezone Property located at 8650 N. River Road from R-1 Residential to R-3 Residential to divide her lot.

AGENDA ITEMS #10 and #11 were taken together.

Pam Percy was present for this item. Attorney Jon S. Herreman, Attorney with Mallory SC was present for Ms. Kravit.

Ms. Percy stated that she has lived in the Village for 40 years and would like to divide her lot in order to build a new home. One issue is access to the property, and she is looking at an easement to Larkspur Lane. President Noyes stated that he had spoken with Attorney Dineen about the gaps in the petitions. Attorney Dineen stated that Section 7.1102 of the Village ordinances outlines the requirements for seeking a change in the zoning ordinances. He stated that the proposals were incomplete as they did not provide the

information required by the ordinance. He briefly summarized the requirements of the ordinance which include a petition to the Village Board describing the reason for the amendments, a plot plan map with specific requirements which needs to be provided, a list of names of property owners within 300 feet, and a deposit of \$1,000 for engineering and legal expenses. There was discussion regarding the process. The Village Attorney stated that the Village Board could decide to deny the petition at this meeting, or it could refer the petition to the Plan Commission. Additionally, there is a requirement to hold a public hearing, and then petition would return to the Village Board to determine if it would adopt an ordinance to rezone the properties. Attorney Herreman asked if the Board determined at this meeting not to approve this, would it still go to the Plan Commission. Attorney Dineen stated that if that were to occur then it would not be referred to the Plan Commission. Attorney Herreman asked if it is referred to the Plan Commission, could it be a joint petition or two separate petitions. Attorney Dineen stated that if both are asking for a change in zoning it could be coordinated to be considered jointly. However, he stated that since each applicant is seeking a change to the zoning of their property the deposit would still be \$1,000 each. President Noyes stated that since the petitions are not complete he would suggest referring those matters to the Plan Commission and have the homeowners submit a complete application and then the Plan Commission submit a recommendation to the Village Board. Attorney Dineen stated that other than the Eder property, historically there has been no rezoning of properties in the Village during his tenure. Chris Hanson, a real estate broker, and Attorney Herreman stated that they would like to have the zoning changed to R-2 not R-3 as noted in the information that had been submitted. Attorney Dineen recommends that this item should be laid over and let the parties complete the petition process to the Board and then the Board can forward to the Plan Commission if they choose to do so. The Village Board decided to lay over these items until the next meeting.

12. Discussion and Action Regarding ORDINANCE NO. 573 to Create Subsection 7.0504.H and 7.0504.I Regarding Accessory Use Regulations for Storage Sheds and Certain Play Equipment, Garden and Greenhouses from Building Board and whether to refer it to the Plan Commission and set a public hearing on the amendment

President Noyes presented background on this matter. He asked if the structure is between 200 square feet and 400 square feet what happens? Atty Dineen stated that it is explained in other areas of the ordinance but not in this specific section. He stated that this proposed ordinance states an exception for structures that are 200 square feet or less from the requirement that all structures requiring a building permit are subject to Building Board approval, so that structures that are larger than 200 square feet would continue to require approval by the Building Board.

Motion by Glaisner, seconded by Russo to refer ORDINANCE NO. 573 to Create Subsection 7.0504.H and 7.0504.I Regarding Accessory Use Regulations for Storage Sheds and Certain Play Equipment, Garden and Greenhouses to the Plan Commission for consideration and a recommendation to the Village Board; motion carried unanimously.

13. Discussion and Possible Action Regarding River Hills website

Deputy Stacie Nelson presented the website in its current state. There are a number of updates that need to be made but it is getting close to be able to post. The Board thanked Stacie and Trustee Evans for all of their work on the new website.

14. REPORT OF VILLAGE PRESIDENT – (President Noyes)

President Noyes discussed access to the River Hills Conservancy and said that he is working on this issue. He has shared information that he has received regarding walkways. He would propose five or six parking spaces. He also has learned about an automated gate that could be installed to allow access to the parking area. He

would like to go back to Cornerstone to see if they will contribute to some of this work. There are three residents that he will talk to about the plan. Security could be a concern that will be addressed. He is thinking that a permit would be issued to the resident in order to access the area. Atty. Dineen stated that if someone parked without a permit, a citation could be issued.

Ash Tree Ordinance. There are a couple of issues that have come up. There were several residents who lost power on Calumet for several days. There are trees that need to be cleaned up. He would ask Atty. Dineen to amend the ordinance to include other trees as well as defining what “removed” means in the ordinance; that is, can the trees be laid down on the ground instead of removing the trees from the property.

Cornerstone. John Wahlen wants to put up a large sign on the property however our ordinance limits the size. This item is being taken to the Board of Appeals for approval of a larger sign. There is also the issue of multiple dumpsters that would be needed for construction. They need to have dumpsters longer and would be an ordinance change to permit this on the site. Attorney Dineen will contact John Wahlen to find out what he needs for the development in order to amend the ordinance.

15. REPORT OF VILLAGE MANAGER – (LaBorde)

- a. Financial statements for September 2023**
- b. Treasurer Report for September 30, 2023**
- c. Public Hearing Notice for 2024 Budget – publish Oct. 25, 2023**
- d. 2024 Presidential Preference Primary & Spring Election April 2, 2024**

LaBorde stated that a copy of the September statement was provided. The general fund is doing well. The TID fund is looking good because of the borrowed funds. We are earning 5.35% in September for interest. The ARPA fund will get an incentive payment. The deficit is now down to approximately \$41,000 in the fire capital fund. Cash report through September 30th – the LGIP includes capital projects, sale of TID property and TID borrowing. We will start collecting taxes in a few months. The public hearing notice for the 2024 budget will be in the paper on October 25th with the hearing at the November 15th meeting. Trustees Peggy Russo and Jamie Evans are up for reelection next April.

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

- a. Summary Report**

Lt. Gaynor stated that construction is still an issue. People have been figuring it out but there are still some issues. There is no information as to when the park and ride will open. St. Christopher’s has opened their doors for use by the police department for conducting training. It brings more officers into the Village to make them aware of the Village. There have been no complaints as of yet. They have added more patrols of the synagogue in light of the situation in the Middle East. The department is having difficulty locating a new squad car. Ewald currently has the state bid but there are limited quantities and they are usually granted to larger orders. They do not have any buying power. We may have to buy floor show Chevy models. Trustee Fritz sent a text to Pete Kingwill to see if he has any contacts.

17. REPORT OF PUBLIC WORKS (Supt. Schroeder)

- a. Discussion and Possible Action to post permanent stop signs at the north and south lines of the intersection of North Range Line Road and West Fairy Chasm Road, and to Approve ORDINANCE NO. 575 to Amend Subsection (3) of Section 3.05 to add subsection [iii] Relating to Stop Signs on North Range Line Road**

Supt. Schroeder stated that they are proposing to make the stop sign permanent. He received an email from a resident which was included in the packet. Everyone seems to support this. Trustee Walker stated that traffic moves quicker with the stop sign there.

Motion by Fritz, seconded by Russo to Approve ORDINANCE NO. 575 to Amend Subsection (3) of Section 3.05 to add subsection [iii] Relating to Stop Signs on North Range Line Road at the intersection with West Fairy Chasm Road; motion carried unanimously.

21. ADJOURNMENT

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

Submitted by Tammy LaBorde, Clerk on October 23, 2023