



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, September 20, 2023 @ 5:00 pm
This meeting was in person and a virtual meeting
through Zoom – Access code 893-4111-8822

1. **ROLL CALL** Roll call was answered at 5:00 pm by President Chris Noyes, Trustee Peggy Russo and Trustee Kurt Glaisner were present. Trustee Bill Walker (left at 5:47pm), Trustee David Fritz (left at 5:30pm), and Trustee Jamie Evans (arrived at 5:03pm) were present via zoom. Trustee Ike Isaacson was absent and excused. Also present: Village Attorney Bill Dineen (arrived at 5:10pm), Village Engineer Brandon Flunker, Village Manager Tammy LaBorde, Police Chief Milt Mrozak, DPW Supt. Craig Schroeder and Deputy Clerk Stacie Nelson.
2. **CONSENT AGENDA**
 - a. **The Agenda**
 - b. **Village Board Minutes – July 19, 2023**
 - c. **Building Board Minutes – July 17, 2023; and August 21, 2023**
 - d. **Board of Review Minutes – May 23, 2023 and draft minutes for August 17, 2023**
 - e. **Voucher List – July 2023 and August 2023**Motion by Glaisner, seconded by Russo to approve the Consent Agenda; motion carried unanimously.
3. **PUBLIC COMMENTS ON NON-AGENDA MATTERS**
None.
4. **FUTURE AGENDA ITEMS**
None.

MOVED UP AGENDA ITEM 15 - REPORT OF THE NORTH SHORE FIRE DEPARTMENT
Chief Whitaker was present via zoom for this item.

a. Discussion and Action to Approve RESOLUTION 2023-14 to Approve the Single/Multi-Year Capital Budget for 2024-2028

Chief Whitaker noted that the cost increases for equipment went up 25% last year and stated that it now takes four years to acquire the vehicles versus the previous one-year time period. The Village will see an increase in its capital contribution in 2026. The NSFD Board recommends approval of the resolution.

Motion by Fritz, seconded by Glaisner to Approve RESOLUTION 2023-14 to Approve the Single/Multi-Year Capital Budget for 2024-2028; motion carried unanimously.

c. Discussion and Action to Approve RESOLUTION 2023-15 to Approve Allowing an Option for Member Municipalities of the NS Fire Department to an Exception to the Levy Limits for Charges for the NSFD Pursuant to 2005 Wisconsin Act 484

Chief Whitaker noted that this item is recurring each year. All municipalities in the fire department must adopt the resolution but they are not required to use it. The NSFD Board recommends approval of the resolution.

Motion by Russo, seconded by Evans to Approve RESOLUTION 2023-15 to Approve Allowing an Option for Member Municipalities of the NS Fire Department to an Exception to the Levy Limits for Charges for the NSFD Pursuant to 2005 Wisconsin Act 484; motion carried unanimously.

b. Discussion and Action to Approve RESOLUTION 2023-16 to Approve the NSFD 2024 Fee Schedule

Chief Whitaker noted that annually a fee schedule for services is adopted. The EMS fees go up 1.5%, the average of CPI over the past 12 months, and there were no other changes. The NSFD Board recommends approval of the resolution.

Motion by Glaisner, seconded by Fritz to Approve RESOLUTION 2023-16 to Approve the NSFD 2024 Fee Schedule; motion carried unanimously.

d. Discussion and Action to Approve RESOLUTION 2023-17 to Accept the NSFD Board recommendation to Adopt Amendment No. 9 to the North Shore Fire Department Agreement, to provide general, non-policy clean up of the NSFD Agreement

Chief Whitaker noted that the changes update non-policy procedural matters. The Village Attorney has reviewed the proposed changes. The NSFD Board recommends approval of the resolution.

Motion by Russo, seconded by Glaisner to Approve RESOLUTION 2023-17 to Accept the NSFD Board recommendation to Adopt Amendment No. 9 to the North Shore Fire Department Agreement, to provide general, non-policy cleanup of the NSFD Agreement; motion carried unanimously.

5. Presentation by Milwaukee County DOT Complete Communities Transportation Planning Project

Donna Brown-Martin from Milwaukee County Department of Transportation was present for this item. They are looking at what to do to make streets safe. They have gone out to all of the communities to find out what is needed. She noted that they have completed Phase 1 of the process and are moving to Phase 2. She will have a report sometime in November and they wish to take it to the next step related to the \$1,000,000 grant they received. Each community would need to develop an action plan, the DOT would provide a consultant and provide options. The County is covering the cost of the study. The construction funding would be 90% Federal and 10% Local.

6. Discussion and Possible Action Regarding Request from John's Disposal to Extend contract for 5 years and Pricing for 2024

Nate Austin from John's Disposal was present via zoom for this item. Attorney Dineen explained that we are going forward with the increase as identified in the existing contract and not the proposal to extend for 5 years. The current contract period expires on 12/31/23 and automatically extends another three years (2024 to 2026). There is nothing that needs to be approved as the contract terms govern and the existing terms provide for an increase of 3.2%, in the rate for 2024 per the CPI.

7. Discussion and Action Regarding Ordinance No. 574 to Create Section 13.15 Regarding Well Abandonment and Well Permits

Attorney Dineen explained that adopting this Ordinance was listed as a requirement of the Public Service Commission and a condition for the Mequon Water Utility to provide public water. If you have a well and you sign up for public water, you have to abandon the well or seek a well permit. There is also a copy of the plumbing permit that will be adjusted to add the well permit. There will be a fee of \$150 to cover the five-year period.

Motion by Russo, seconded by Glaisner to approve Ordinance No. 574 to Create Section 13.15 Regarding Well Abandonment and Well Permits; motion carried unanimously.

8. Discussion and Action to Approve 2023 Fee Schedule Regarding Well Abandonment and Well Permits

The fee schedule has been modified under plumbing to add well permits and well abandonment. Evans asked what the revenue stream would be. LaBorde stated that eleven residents signed up for water and they may or may not keep their well, so it is not a significant revenue stream.

Motion by Russo, seconded by Glaisner to approve 2023 Fee Schedule Regarding Well Abandonment and Well Permits; motion carried unanimously.

9. Discussion and Possible Action to set Trick or Treat hours for Sunday, October 29 from 1pm to 4pm

Motion by Russo, seconded by Evans to set Trick or Treat hours for Sunday, October 29 from 1pm to 4pm; motion carried unanimously.

10. Discussion and Possible Action Regarding River Hills website (Trustee Evans/Nelson)

LaBorde stated that Nelson had asked for responses from the Board. She has received several suggestions and it currently reorganizing the website based on those comments. She will send out another link once the changes have been made.

11. REPORT OF VILLAGE PRESIDENT – (President Noyes)

- a. River Hills Conservancy**
- b. Update on water and sewer**
- c. Number of residents signed up for water**
- d. Update on Cornerstone Development**

President Noyes stated that there were several questions at the recent Village Meet and Greet about access to the River Hills Conservancy and said that he is working on this issue. He stated that the water connection under I-43 is complete. The sewer is into The Grove and water is almost done. There are eleven residents who signed up for water of the forty-two that could connect. The Mequon Utility has a policy that connections can only occur for those that have the water line run in front of their property. Trustee Walker noted that he may appeal the policy and seek an exception. Brandon Flunker was present for this item. All of the watermain is installed on Village streets and have yet to connect to Bayside on the east of I-43 and some area on the USM property. Once the connection is made, they will test the main and on October 18th they intend to start water service and hope to pave the roads by November 6. LaBorde noted that the Village just received the first payment application. It was noted that the project is ahead of schedule and there have been no major issues. A map was distributed that shows everything in blue has been installed and everything in red has yet to install. Noyes asked when USM might have water. Flunker stated that USM should have water available mid-October. Cornerstone is starting to work on the entry way paving and hope to have that done by November. All of the grading has been completed. They plan to build the club house in the next few months.

12. REPORT OF VILLAGE MANAGER – (LaBorde)

- a. Financial statements for July 2023**
- b. Financial statements for August 2023**
- c. Update on 2024 Budget schedule**
- d. NS Health Monthly Report**
- e. Sprint/T-Mobile Lease Hold Over**
- f. Moody’s affirmations of River Hills GO ratings at Aa3**

LaBorde stated that a copy of the July and August statements was provided. As of August, there continue to be two areas that exceed budget which are being looked into. A copy of the proposed budget schedule was provided. LaBorde attached a copy of the NSHD Monthly Report for everyone’s information. Village Attorney Dineen explained that Sprint/T-Mobile owes the Village for the past two years that they paid the wrong amount in 2021 and 2022. In May, T-Mobile removed the building but not the fence. Rent checks stopped in June. A letter was sent regarding the balance due. LaBorde referred to the handout from Moody’s where they affirmed the Village’s status as Aa3.

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

- a. Summary Report**

Chief Mrozak stated that the department has spent a lot of time addressing school traffic issues at USM, Indian Hill and Nicolet due to the road construction this year. The three-way stop sign on Range Line Road at Fairy Chasm is working. Trustee Evans stated that she would like the stop sign to stay. Chief noted that others have made the same comment.

14. REPORT OF PUBLIC WORKS (Supt. Schroeder)

- a. Report on Progress of Ash Tree Abatement**

Schroeder stated that they have been getting calls for tree removal. They started with Pelican Lane and are about three-quarters done. Overall residents have been very cooperative with the process.

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

Trustee Russo stated that the Meet and Greet had 130 responses and ended up with 98 people. The feedback was good on the event. The cost of the event was sponsored by Chris and Alex Hawley. She is looking for someone to sponsor the event next year and take over the event. She has reserved Sept. 15, 2024 for next year’s event. Noyes thanked Peggy for all of her work over the past three years taking care of the event. The River Hills Foundation contributed \$1,000 and the Village contributed \$1,000 to the event. The total cost of the event was approximately \$3,700.

17. REPORT ON NORTH SHORE LIBRARY

- a. Update**

LaBorde stated that a copy of the Executive Directors report and the statistics report was distributed in the packet.

Edward Kovnar and Kathleen Blake of 1065 W. Fairy Chasm Road addressed the Village Board regarding the noise from I-43. The residents would like the Village to take on proposing a stone wall to the DOT. Trustee Russo and President Noyes noted that they had previously met with a group of residents from the area and the DOT regarding these issues. Mr. Kovnar and Ms. Blake will follow up with the fence issue, what it would take to do plantings/shrubs in the area, and asked if their assessment had taken into account the sound issue for their

Village of River Hills - Board of Trustees Minutes September 20, 2023

property. They noted that the sound walls on the Bayside side of I-43 were put up within the last month. Noyes noted that the Village is currently \$200,000 over budget for 2024 and that residents should not rely on the Village being able to assist.

18. ADJOURNMENT

Motion by Russo, seconded by Glaisner to adjourn at 6:39 p.m.; motion carried unanimously.

Submitted by Tammy LaBorde, Clerk on September 28, 2023