



**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, January 17, 2024 @ 5:00 pm**  
This meeting was an in person and virtual meeting  
through Zoom – Access code 811-0921-7777

1. **ROLL CALL** Roll call was answered at 5:00pm by President Chris Noyes. Trustee Peggy Russo, Trustee Kurt Glaisner, Trustee Jamie Evans, Trustee Ike Isaacson, and Trustee Bill Walker were present. Trustee David Fritz was present via zoom. Also present: Village Attorney Bill Dineen (arrived at 5:05pm), Village Manager Tammy LaBorde, Police Chief Milt Mrozak, Lt. Michael Gaynor and DPW Superintendent Craig Schroeder.
2. **PUBLIC HEARING on ORDINANCE NO. 573 to Create Subsection 7.0504.H and 7.0504.I of the Village Zoning Ordinances Regarding Accessory Use Regulations for Greenhouses, Storage Sheds, Certain Play Equipment, and Gardens**  
Motion by Isaacson, seconded by Glaisner to open the public hearing on Ordinance No. 573 at 5:03pm. There were no comments. Motion by Russo, seconded by Fritz to close the public hearing on Ordinance No. 573 at 5:04pm; motion carried unanimously.
3. **CONSENT AGENDA**
  - a. **The Agenda**
  - b. **Village Board Minutes – November 15, 2023**
  - c. **Building Board Minutes – October 16, 2023, October 24, 2023, and November 20, 2023**
  - d. **Board of Appeals Minutes – April 24, 2023**
  - e. **Draft Plan Commission Minutes – October 30, 2023**
  - f. **Voucher List – November 2023 and December 2023**President Noyes noted that he was in attendance at the Building Board meeting on October 24<sup>th</sup> and the minutes should be changed to reflect that.  
Motion by Russo, seconded by Glaisner to approve the Consent Agenda with the change noted; motion carried unanimously.
4. **PUBLIC COMMENTS ON NON-AGENDA MATTERS**  
None.
5. **FUTURE AGENDA ITEMS**  
None.
6. **Discussion and Action to approve ORDINANCE NO. 573 to Create Subsection 7.0504.H and 7.0504.I of the Village Zoning Ordinances Regarding Accessory Use Regulations for Greenhouses, Storage Sheds, Certain Play Equipment, and Gardens**  
  
Motion by Walker, seconded by Isaacson to approve ORDINANCE NO. 573 to Create Subsection 7.0504.H and 7.0504.I of the Village Zoning Ordinances Regarding Accessory Use Regulations for Greenhouses, Storage Sheds, Certain Play Equipment, and Gardens; motion carried unanimously.

**7. REPORT OF VILLAGE PRESIDENT – (President Noyes)**

**a. Update on The Grove**

President Noyes noted WE Energy will begin working on lines. The condominium documents have been approved. Sales of the condos will start on January 15<sup>th</sup>. Permits have been taken out for one single-family home that will serve as a model and two single-family homes. Most of the roadway in the development has been paved. AT&T is coming in for cable and internet in the next few weeks. When sewer and water lines were installed, there was some damage to that area of the conservation area. He will send a letter to Cornerstone regarding this matter. The Village Engineer is going to contact Cornerstone regarding this matter. He will send a copy of a map and their response to the Board. Attorney Dineen will review the contract to determine who is responsible.

President Noyes also noted that a healthy tree recently came down on a power line off Calumet Court and led to residents not having power for several days. Craig has been out there reviewing the trees for months. President Noyes and Craig are meeting with Mr. Donovan tomorrow to see if there is anything the Village can do in addition to what has already been done to address the tree issue. Craig stated that WE Energies was here this fall to top the trees and all of residents have been addressing the dead trees and their removal.

**8. REPORT OF VILLAGE MANAGER – (LaBorde)**

**a. Financial statements for November 2023**

**b. Treasurer’s Report as of December 31, 2023**

**c. Ehler’s Report on Potential Refunding of Existing Bonds**

LaBorde noted that 97% of the year has elapsed. There are a few accounts that exceed budget and can be explained. The Village did preliminary audit work with the auditors. Noyes asked about the forecast on expenditures for the TID. LaBorde stated that we have received some invoicing but we have not received invoices for Brown Deer Road, any of the work in the conservation area, etc. There is over \$10 million in the bank. She tried something new this year by putting all of the property tax funds in the Local Government Investment Pool, the interest rate on the funds in the Pool is 5.39% for January. Ehlers annually reviews the Village’s borrowings to see if there are any refunding capabilities. This year they reported that they do not see anything to refinance. The Village does not intend to borrow in 2024.

Currently Juanita Harris from Hatch Temporary Services is working in the clerk’s office. The plan is to readvertise for the position. Trustee Russo stated that she hears a lot of good things about Ms. Harris.

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

**a. Summary Report**

**b. Notice of Retirement**

Chief Mrozak and Lt. Gaynor were present for this item.

Village Hall went through five days of no internet or phone service from the snow storm last Friday. Village Hall had electricity but there was an electrical spike that blew out two computers in the police department. The Chief discussed his Retirement Announcement letter that was included in the Village Board packet with his retirement to go into effect on April 17, 2024. President Noyes and the Trustees thanked the Chief for his work as Police Chief. The Chief noted that Officer Rick Wilhelm retired today after 27 years with the department. Lt. Gaynor noted that he was able to get qualified candidates to replace retiring officers. The Village is sponsoring Brandon Kurshinsky to attend the academy which will take him through May. He will be able to patrol on his own in September. The Police Department is also looking at additional candidates and have interviews the end of this week. If anyone would have to attend

the academy, they wouldn't be able to start until August. The two candidates that are being interviewed have already attended the academy. They are still accepting applications. Trustee Glaisner asked if anyone ever borrows officers. Lt. Gaynor stated that they would just increase mutual aid. Attorney Dineen asked if the Village can set up mutual aid with Mequon. Lt. Gaynor stated that they are on a different frequency which can complicate things.

Trustee Isaacson asked if we could put hour restrictions on the no left turn sign that is at Spruce Road and Brown Deer Road. Lt. Gaynor stated there were hours initially but can look into doing so.

**10. REPORT OF PUBLIC WORKS (Supt. Schroeder)**

**a. Update**

Supt. Schroeder made some changes to the routes they were plowing during this past storm. He thought they did a good job of maintaining the streets. The plan was to remove all of the slush in advance of the freezing temperatures. They didn't have to salt until late Friday night as they put brine down in advance. There was tree damage during the storm that they had to address. They are also setting up their equipment for de-icing the culverts to avoid any blocked water flow.

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

**a. Update**

Trustee Fritz stated that the Board met last Tuesday morning to discuss the position of Community Case Manager to assist the Fire Department with residents needing assistance. The position will reside in the NS Health Department initially. The construction of the new fire station at Glendale is on schedule.

**12. REPORT OF THE PERCEPTION OF RIVER HILLS PROJECT – Trustee Russo**

**a. Update**

Trustee Russo stated that the River Hills Foundation granted \$5,000 for the annual event at the Schlitz Audubon. The event is Thursday, September 12<sup>th</sup>. The Lynden Sculpture Garden is looking at activities to coincide with the event at the Audubon. She has received interest from eight residents to set up a committee. This is the last year for the Foundation's sponsorship of the Lynden memberships but she is talking to someone who may consider sponsoring membership.

**13. REPORT ON NORTH SHORE LIBRARY – Trustee Isaacson**

**a. Update**

The library is still on track for occupancy in the third quarter of 2024. There wasn't anything else significant on the agenda. President Noyes stated that a letter went out yesterday afternoon to the State DOA to apply for federal money for the library.

**14. Discussion and Possible Action regarding Authorization for Engineering Design and Construction Inspection for the Range Line Road Culvert (Village Engineer Emir)**

Supt. Schroeder stated that the concrete box culvert is eight feet wide by eight feet tall. He recommends approval of the authorization. The stream runs through the Kies property and then into the Milwaukee Country Club. There is a lot of cracking and settling in the current culvert.

Motion by Walker and seconded by Isaacson to Approve the Authorization for Clark Dietz Engineering Design and Construction Inspection for the Range Line Road Culvert in the amount of \$38,100; motion carried unanimously.

**15. Discussion and Possible Action regarding Request from Stark Pavement for 2023 Paving Project (Village Engineer Emir)**

Motion by Isaacson and seconded by Glaisner to move Items 15, 16, 17, and 9b to Closed Session; motion carried unanimously.

16. **Discussion and Action to Approve 2024-25 River Hills Police Association Contract**
17. **Discussion and Possible action authorizing enforcement of Lease provisions regarding past due rent related to Sprint/T-Mobile Lease Hold Over**
18. **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)(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 Item 15 on the agenda.
  - 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 Item 16 on the agenda.
  - 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 Item 17 on the agenda; and, Sec. 19.85(1)(g), Stats. Conferring with legal counsel for the Village concerning strategy to be adopted by the body with respect to potential litigation related to Item 17.
  - 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 overpayment of compensation paid to an employee related to Item 9.b.

**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 Glaisner, seconded by Russo to move into closed session for the reasons listed on the agenda at 5:56pm; motion carried unanimously.

Motion by Glaisner, seconded by Isaacson to reconvene to open session at 6:47pm; motion carried unanimously.

Motion by Fritz, seconded by Isaacson to approve the 2024-25 River Hills Police Association contract; motion carried unanimously.

Motion by Russo, seconded by Evans to authorize the Village Attorney to proceed as directed in closed session related to the Sprint/T-Mobile lease hold over; motion carried unanimously.

## **21. ADJOURNMENT**

Motion by Russo, seconded by Isaacson to adjourn at 6:49 p.m.; motion carried unanimously.

Submitted by Tammy LaBorde, Clerk on February 6, 2024