



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 18, 2024 @ 5:00 pm

**This meeting was an in person and virtual meeting
through Zoom – Access code 857-4678-9769**

1. **ROLL CALL** Roll call was answered at 5:00pm by President Chris Noyes, Trustee David Fritz, Trustee Kurt Glaisner, and Trustee Peggy Russo. Trustee Jamie Evans, Trustee Ike Isaacson and Trustee Bill Walker were absent and excused. Also present: Village Attorney Bill Dineen, Village Manager Tammy LaBorde, Police Chief Michael Gaynor, DPW Superintendent Craig Schroeder and Deputy Clerk/Treasurer Nathan Schafer.

2. **CONSENT AGENDA**
 - a. **The Agenda**
 - b. **Village Board Minutes – July 10, 2024**
 - c. **Building Board Minutes – June 17, July 15, August 19, 2024**
 - d. **Board of Appeals Minutes – November 2, 2023, July 1, 2024 (Draft)**
 - e. **Board of Review Minutes – August 17, 2023; July 24, 2024 (Draft)**
 - f. **Plan Commission Minutes – October 30, 2023**
 - g. **Voucher List – July 2024 and August 2024**
 - h. **Revised List of Election Inspector Appointments 1/1/2024 through 12/31/2025**Motion by Glaisner, seconded by Fritz to approve the Consent Agenda; motion carried unanimously.

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

State Senator Duey Stroebel, 2428 Covered Ridge Rd, Saukville, stated that he is running for office and wanted to introduce himself.

4. **FUTURE AGENDA ITEMS**

There will be an update on expenses for the Cornerstone development as requested by Trustee Fritz. President Noyes has invited the Superintendents from the Maple Dale Indian Hill School District and the Glendale River Hills School District to provide updates on their referendums. Trustee Russo asked about a home that was apparently purchased by a business to house their staff coming in and out of town.

5. **PUBLIC HEARING – Proposed Ordinance to Repeal and Recreate Section 7.0306 of Chapter Seven (7) of the Zoning Ordinance of the Village of River Hills to Adopt the Updated FEMA Floodplain Maps and Revise the Floodplain Regulations in the Village of River Hills**

Motion by Russo, seconded by Glaisner to open the public hearing at 5:10p.m. After a brief overview of the matter from the Village Engineer, Aaron Groh and Naomi Rauch from Kapur, it was announced that anyone present could speak on this matter. No one else present spoke on this matter at the public hearing. Motion by Russo, seconded by Glaisner to close the public hearing at 5:15p.m.

6. **Discussion and Action Regarding ORDINANCE NO. 580 to Repeal and Recreate Section 7.0306 of Chapter Seven (7) of the Zoning Ordinance of the Village of River Hills to Adopt the Updated FEMA Floodplain Maps and Revise the Floodplain Regulations in the Village of River Hills**

The Village Board had the draft minutes of the Plan Commission meeting of September 12, 2024, at which meeting the Plan Commission reviewed the proposed ordinance and unanimously recommended that the Village Board adopt Ordinance No. 580.

Ms. Rauch presented information regarding her presentation at the Plan Commission meeting and provided a short summary related to the adoption of this ordinance. FEMA revised their maps which now requires an update of the Village's floodplain ordinance. FEMA published the notice in the Federal Register. There are copies of the FEMA maps available to view at the Village hall. If the new maps aren't adopted, the Village would be removed from the National Flood Insurance program. The proposed ordinance is based upon a model ordinance that was prepared by the DNR. Attorney Dineen modified the DNR model ordinance to incorporate it into the Village's zoning code. The proposed ordinance was then sent to the DNR, and those modifications were approved by the DNR. In addition, Ms. Rauch reviewed the ordinance and the new FEMA maps and compared them to the existing FEMA maps. The Board was advised that Ms. Rauch gave a detailed explanation of the comparison of the Maps to the Plan Commission. Attorney Dineen joins in the Village Engineers' and the Plan Commissions' recommendations that the Board adopt the ordinance.

Motion by Fritz, seconded by Russo to approve ORDINANCE NO. 580 to Repeal and Recreate Section 7.0306 of Chapter Seven (7) of the Zoning Ordinance of the Village of River Hills to Adopt the Updated FEMA Floodplain Maps and Revise the Floodplain Regulations in the Village of River Hills; motion carried unanimously.

7. Discussion and Possible Action to Approve Petition for a Special Privilege Permit from Charles Wright for Two Driveway Piers at 1805 W. Bradley Road

Jeremy Hartline and Charles Wright were present for this item.

President Noyes stated that Mr. Wright is a client and he will be recusing himself. Mr. Hartline stated that he is the architect for the project and that drawings were submitted for the two monument piers.

Motion by Fritz, seconded by Glaisner to approve the Special Privilege Permit for Two Driveway Piers at 1805 W. Bradley Road; motion carries - Noyes abstains.

8. Discussion and Action to Appoint Village President Christopher Noyes to the North Shore Library Board and Chris Meisel to the Milwaukee County Land Sales Committee

Motion by Glaisner, seconded by Russo to approve the appointment of Village President Christopher Noyes to the North Shore Library Board and Chris Meisel to the Milwaukee County Land Sales Committee; motion carried unanimously.

9. Discussion and Possible Action to set Trick or Treat hours for Sunday, October 27 from 1pm to 4pm

Motion by Fritz, seconded by Glaisner to set Trick or Treat hours for Sunday, October 27 from 1pm to 4pm; motion carried unanimously.

10. Discussion and Possible Action to Approve RESOLUTION NO. 2024-07 to Cancel the Tax on the Erroneous Land Value Portion of the Assessment of Property at 1220 W. Green Tree Road – Tax Key No. 127-9984-004

Attorney Dineen explained that this item was presented by the Village Assessor to the Board of Review as an error and the tax for land value was erroneously billed. The Board of Review at their 2024 meeting approved the correction of the assessor's error and recommended that the Village Board cancel the tax.

Motion by Glaisner, seconded by Russo to Approve RESOLUTION NO. 2024-07 to Cancel the Tax on the Erroneous Land Value Portion of the Assessment of Property at 1220 W. Green Tree Road – Tax Key No. 127-9984-004; motion carried unanimously.

11. REPORT OF VILLAGE PRESIDENT – (President Noyes)

a. Update on Cornerstone Development

President Noyes stated that Cornerstone started their open houses last week. The clubhouse at The Grove and one of the homes are now complete. There are currently three reservations for homes. Superintendent Schroeder stated that there is an issue with putting curb in along Brown Deer Road where the prior entrances were located for 1620 and 1820 W. Brown Deer Road. The cost to do so is outside of the costs of the development and would be a cost that the Village would pay as part of the TID. This item will be placed on a future agenda for discussion.

12. REPORT OF VILLAGE MANAGER – (LaBorde)

- a. Financial statements for July 2024 and August 2024**
- b. Health Department Report for August**
- c. Budget Schedule for 2025 Budget**
- d. Fireworks Permit issued to University School for 9/27/24 – Homecoming**
- e. General Partisan & Referendum Election – Absentee Ballots start mailing out September 19, 2024**

LaBorde stated that the August financial statements are on track, the amount of \$1.27 million has been spent on the TID to date, there are debt payments to be made in October, the interest rate was at 5.42% from LGIP. LaBorde stated that she included the report from the Health Department for August. LaBorde presented a schedule for the 2025 budget. The public works committee met this afternoon and public safety & administration are scheduled in the next two weeks to meet. The October Board meeting is where we discuss the budget in detail. LaBorde stated that a fireworks permit that met all of the conditions was issued to University School for Homecoming. USM will notify the neighbors about the date. LaBorde reported absentee ballots were mailed this morning for the November election.

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

a. Summary Report

Chief Gaynor stated that the department should start to see a reduction in overtime. Officers Kurshinsky and McGovern have finished probation. Officer Disch is currently attending the academy and expected to begin training in December. One retirement is anticipated in January next year– Officer Unsworth. They have five interviews scheduled for his replacement. In 2025, the department will have one officer deployed to the National Guard for eleven months and will be off the payroll during that time. There were two promotions as of September 1 for Lieutenant Chris Malek and Sergeant Brandon Keto. The officers have been spending time in the mornings at Nicolet directing traffic as there is only one way in and out of the school currently. Officer Doughman has been appointed the school resource officer for the department. The Officers Association purchased a bike so we now have an officer on a bike. It helps with apprehending on trails, etc. The Department’s officers have seen an increase in the amount of contacts where fentanyl has been involved.

14. REPORT OF PUBLIC WORKS (Supt. Schroeder)

a. Discussion/Action Regarding the Range Line Box Culvert repair or replacement

b. Discussion Regarding Sewer Repair Bill

Supt. Schroeder stated that he included a memo in the packet outlining the cost difference of repair and replacement for the Range Line Road culvert. In order to repair the culvert, the cost would be \$150,000 and the culvert should last 20 years or less while the replacement of the culvert will cost a total of \$500,000 and should last 40 years. In order to replace the culvert, the Village will have to borrow an additional \$175,000 to add to the \$350,000 that was previously borrowed in 2023. The Village has spent \$23,000 so far for the design of the culvert. After discussion, the consensus of the Board is to replace the culvert.

Motion by Glaisner, seconded by Russo to replace the Range Line Box Culvert in the amount of \$500,000; motion carried unanimously.

Supt. Schroeder presented information regarding the invoice from DF Tomasini for sewer repairs. The department marked the sewer lines in I-43; however, the markings were four to five feet off the mark and the contractor then put a hole in our sewer pipe which had to be repaired. The Village will have to pay for the repair in the amount of \$19,241.59. There have been two other events where the sewer pipe was damaged. The department is currently working with Outdoor Lighting who damaged the sewer pipe in the amount of \$25,648.88. They were invoiced but have not paid the amount due.

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

Chief Whitaker was present and provided a brief summary for these items. He stated that the department is looking to have an open house in October on the new station in Glendale.

a. Discussion and Action to Approve RESOLUTION 2024-08 to Approve the NSFD 2025 Fee Schedule

Five of the seven municipalities need to approve the Fee Schedule for it to go into effect.

Motion by Fritz, seconded by Russo to Approve RESOLUTION 2024-08 to Approve the NSFD 2025 Fee Schedule; motion carried unanimously.

b. Discussion and Action to Approve RESOLUTION 2024-09 to Approve the Single/Multi-Year Capital Budget For 2025-2029

Chief Whitaker presented the background on how the Department plans for and calculates the amounts needed for capital planning and budgeting. This requires all seven municipalities to approve.

Motion by Glaisner, seconded by Fritz to Approve RESOLUTION 2024-09 to Approve the Single/Multi-Year Capital Budget For 2025-2029; motion carried unanimously.

c. Discussion and Action to Approve RESOLUTION 2024-10 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

All seven municipalities need to approve in order for communities to use the amount in their levy worksheet. Most communities are using this. The Chief stated that he is working on seeking a change in the state legislation to have these amounts excluded from the expenditure restraint calculation but is not having much luck.

Motion by Russo, seconded by Fritz to Approve RESOLUTION 2024-10 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

16. REPORT OF THE PERCEPTION OF RIVER HILLS PROJECT – Trustee Russo

Trustee Russo reported that there was less attendance than last year. There was a total of 73 who responded that they would attend the Meet & Greet at the Schlitz Audubon Nature Center; however 63 actually attended. There was a short program and everyone enjoyed themselves. The family event that was held on Sunday at the Lynden Sculpture Garden and had 44 adults with children in attendance, so approximately 80 people attended. She stated that there are a lot of young families and the demographics are changing. She will continue to look for support from the Foundation for these events. The committee will look to plan other events in the future. Trustee Fritz asked about utilizing The Grove site for a future event. President Noyes thanked Peggy for all of her work on this project for the last five years.

17. REPORT ON NORTH SHORE LIBRARY – Trustee Isaacson

LaBorde stated that the Library’s budget for 2025 is set to increase 1.51%.

18. Consideration of potential sale of cell tower leases

This item was moved to closed session.

19. 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 potential sale of cell tower leases

You are further notified that at the conclusion of the Closed Session, the Village Board may convene into open session pursuant to 19.85(2), Stats., for possible additional discussion and action concerning any matters discussed in closed session and for adjournment

Motion by Glaisner, seconded by Fritz to move into closed session for the reasons listed on the agenda at 6:30pm; motion carried unanimously.

Motion by Fritz, seconded by Russo to reconvene to open session at 6:53pm; motion carried unanimously.

20. ADJOURNMENT

Motion by Russo, seconded by Fritz to adjourn at 6:56 p.m.; motion carried unanimously.

Submitted by Tammy LaBorde, Clerk on September 20, 2024