



MINUTES - SHOREWOOD BOARD OF TRUSTEES
Village Board Meeting
December 5, 2016

1. Call to Order

President Johnson called the meeting to order at 7:37 p.m.

2. Roll Call

President Guy Johnson called the roll. Present: Trustees Davida Amenta, Tammy Bockhorst, Michael Maher, Allison Rozek and Paul Zovic. Absent: Trustee McKaig
Others Present: Village Manager Chris Swartz, Assistant Village Manager Tyler Burkart, Police Chief Peter Nimmer, Village Attorney Nathan Bayer and Assistant Public Works Director Joel Kolste

3. Statement of Public Notice

Deputy Clerk Diane DeWindt-Hall stated that the meeting was properly posted and noticed according to law.

4. Consent Agenda Items

a. Presentation of Accounts December 5, 2016

b. Appointment - Paul Krechel to ESAB, term expiring 2019

Trustee Bockhorst moved, seconded by Trustee Zovic to approve the consent agenda.
Motion carried 7-0

5. Items removed from the Consent Agenda - None

6. October 18, 2016 Special Village Board Minutes

Trustee Maher moved, seconded by Trustee Bockhorst to approve the October 18, 2016 Special Village Board minutes.

Trustee Rozek requested a clarification to page 2 under Capital Projects-Fund master plan review related to zoning code and parking policies, 2nd paragraph, last sentence to read "Both motions were withdrawn."

Trustee Rozek request a clarification under Marketing and Communications fund to read ". . . by \$12,000. (The \$12,000 represents the amount budgeted for coordination services.)

Trustee Rozek also requested a correction to the minutes under Shorewood Today – Tax Support of \$11,200, 1st paragraph, last sentence to read: "With Trustees Bockhorst, McKaig, Maher, Zovic and President Johnson voting no, the motion failed 2-5."

Trustee Amenta requested a change under Shorewood Today – Tax Support of \$11,200, 2nd paragraph to read: "Discussion focused on the 2017 alley program, (the 2017 draft budget capital request supporting documentation was not updated to reflect

the funding amount of \$250,000), IT vulnerability study and agenda management software.” Trustee Maher clarified that amendment to read: “Discussion focused on the 2017 alley program, (the 2017 draft budget capital request supporting documentation was not updated to reflect the funding amount of \$250,000), IT vulnerability study and agenda management software.” Motion with amendments carried 7-0.

7. November 7, 2016 Village Board Minutes

Trustee Maher moved, seconded by Trustee Bockhorst to approve the November 7, 2016 Village Board minutes as presented.

Trustee Rozek requested a change under CDA – Consideration of Revisions to the Village of Shorewood Business Loan Program, 1st paragraph, end of 2nd sentence to add “including lowering the maximum loan amount to \$45,000.”

Trustee Rozek requested a change to CDA – Consideration of Revisions to the Village of Shorewood Façade Program, to restate the 1st paragraph, 3rd sentence to read: “Mr. Hammond presented to the Board some of the limitations and new requirements for the façade program including lowering the maximum grant amount to \$10,000.”

Trustee Rozek requested a change to CDA – Consideration of Revisions to the Village of Shorewood Façade Program, to restate the 5th sentence to read: “There was additional discussion about the new program requirement that the Village follow the façade application and agreement procedures for larger façade grant requests made directly to the Village, outside of the CDA façade program and Mr. Hammond mentioned this requirement is clarified in the revised façade program.”

Trustee Rozek requested a change to Public Safety – Consideration of Ordinance to Amend the Residential Congested Commuter Area Parking District to add: “Trustee Rozek conveyed that the Public Safety Committee was recommending that a Residential Parking Permit Area be designated (for Prospect and Downer Avenues) as opposed to the designation as a Residential Congested Commuter Area to ensure that the test for congestion as outlined will apply” after the 1st sentence.

Motion with amendments carried 4-2, with Trustees Amenta and Rozek voting nay.

8. November 14 SVB Minutes

Trustee Maher moved, seconded by Trustee Bockhorst to approve the November 14, 2016 Village Board meeting minutes as presented.

Trustee Rozek requested a change under New Business – Budget and Finance at the end of the 1st paragraph under 4a concerning the Board’s opportunity to vote on future administration of the bike race. After some discussion, the recommended change was to add, “Village staff clarified that if the Marketing and BID boards decided to shift responsibility for an event, they would come back to the Board for input.”

Motion with amendment carried 4-2, with Trustees Amenta and Rozek voting nay.

9. November 21 VB Minutes

Trustee Maher moved, seconded by Trustee Bockhorst to approve the minutes of the November 21, 2016 Village Board meeting minutes as presented.

Trustee Maher asked that the title for agenda item 11.a.1 under New Business, be corrected to read: Plan Commission.
Motion with amendment carried 7-0.

10. Citizens to Be Heard – None

11. New Business

a. Budget and Finance

1. Consideration of 2017 Wage Ordinances

Trustee Maher moved, seconded by Trustee Bockhorst to approve Ordinance #2068: 2017 Wage and Fringe Benefits for Village Personnel of General Classification and Management Commencing January 1, 2017. Motion carried 7-0 on roll call vote.

Trustee Maher, moved, seconded by Trustee Bockhorst to approve Ordinance # 2069: 2017 Wage and Fringe Benefits for Lieutenants and Sergeants Commencing January 1, 2017. Motion carried 7-0 on roll call vote.

b. Public Safety

1. Update Police Building – The contractor, Riley Construction, presented an update on the status of the proposed three-phase renovation design for the new Police Department building. Chief Nimmer commented that everything is still on schedule.

Riley Construction representative stated that the bid documents for Phase 1 will be completed and ready by the end of January 2017.

Trustees asked that this evening's presentation be either emailed to the trustees or placed in Dropbox and put on the Police Department webpage.

2. Stop Sign at Murray and Beverly –

Trustee Rozek indicated that it was the Public Safety Committee's recommendation that until further analysis, that the Village delay installing stops signs at the N. Murray Ave. and E. Beverly Road intersection and paint crosswalk lines in the interim. Two things were requested of staff: 1) paint 4-way crosswalk markings at the intersection of N. Murray Ave. and E. Beverly Rd. and 2) provide research documentation of current, local policy on when and where its determine to place stop signs and crosswalks with the idea of updating policy. In addition, staff was asked to add a sign on E. Beverly Rd. indicating that cross traffic does not stop on N. Murray Ave.

Tr. Amenta noted that the Pedestrian and Bicycle Safety Committee has a certain type of crosswalk markings that it recommends and would like the N. Murray Ave. and E. Beverly Rd. crosswalk markings to be consistent.

Assistant Public Works Director Joel Kolste noted that crosswalk markings are normally completed in the spring because in cold winter, it is difficult for the paint/material to adhere properly. At minimal the signs should be able to go up.

c. Public Works

1. Consideration of special privilege application for a business monument sign within the public way at 4121 N. Wilson Drive for North Shore Legion Post #331.

Trustee Amenta moved, seconded by Trustee Zovic to approve the special privilege application for a business monument sign within the public right-of-way at property 4121 N. Wilson Drive for the American Legion Post #331. It was noted that there is currently a sign in the same place. The frame will remain, the internal sign is changing; the new sign is not moving and will not interfere with sight lines. Motion carried 7-0.

d. JP&L

1. Authorization to Hire

Trustee Zovic moved seconded by Trustee Maher that staff be authorized to fill two positions in the Department of Public Works. Trustees asked Assistant Public Works Director Joel Kolste for clarification on the positions that are open at the DPW. Motion carried 7-0.

12. Reports of Village Officials

a. Village President

1. President Johnson announced that he has appointed Craig Bullock to fill a vacancy on the Police Commission.

b. Village Trustees

1. Trustee Maher announced that he had filed his papers for declaration of candidacy for the Spring Election and nomination papers for Village Trustee.
2. Trustee Amenta reported that the Wilson Drive Steering Committee last meeting for the year is December 14 at 7 p.m. Earlier, there was a presentation to the Wilson Drive Steering Committee by MSA laying out the various options. The December 14 Wilson Drive Steering Committee meeting will have the goal of having something at the end of the meeting to forward to the Strategic Initiatives Committee. Planning and Zoning Director Ericka Lang will send out information specifically to the trustees about this meeting.

Trustee Amenta also commented on the Friends of the Library event with Daniel Goldin of Boswell Bookstore. It was well attended and congratulations to the Friends for putting on this annual event.

3. Trustee Zovic noted that with the appointment of Paul Krechel to the Elder Service Advisory Board, this completes the filling of all 2016 openings on citizen committees. Kudos to Trustee McKaig and Clerk Tanya O'Malley for keeping on track.

c. Village Manager

1. Village Manager Chris Swartz reported that the Village Clerk and Deputy Clerk took part in the Election Recount on Friday, December 2. There was no variance in Shorewood's numbers; they remained the same as was reported on Election night.
2. Tax bills will be delayed and will be out by Friday or early next week.

12. Items for Future Consideration

- a. Trustee Maher recommended that during discussion about the Plensa, there was discussion that the Village adopt a resolution on diversity and embracing diversity. President Johnson said to put it on the list.
- b. Trustee Rozek noted that the Marketing Advisory Committee is meeting on 12/6/2016 and would like a presentation to the Board. Village Manager Chris Swartz stated that it will be an item on the 12/19 Village Board agenda.
- c. Trustee Bockhorst asked that the Community and Business Relations Committee have an opportunity to review the Special Event Policy and materials before it goes to full board discussion. Village Manager Chris Swartz stated that the current drafted policy will be simplified and presented at the January 2017 meeting. Trustee Zovic suggested that JP&L work on it first and then it go to C&BR so that two groups aren't working on the same document simultaneously.
- d. Trustee Amenta informed the Board that JP&L had discussion about having a series of joint meetings with the chairs of the various boards, committees and commissions, i.e. Plan Commission, CDA, DRB, and Conservation to talk about mutual concerns, and Recreation Advisory Committee, Pedestrian and Bicycle Safety and Conservation to meet together. In addition, once the board commission handbook is completed and new members are brought on board, that a basic orientation be conducted for all. Trustee Rozek asked how she could be involved in these discussions given the conflicting meeting times. Trustee Zovic said that these are new topics/initiatives that have just been brought up and that Trustee McKaig, JP&L Chair, would certainly update the board on regular basis.

13. Adjournment

Trustee Bockhorst moved, seconded by Trustee Maher to adjourn at 9:25 p.m.

Respectfully submitted,

Diane DeWindt-Hall
Deputy Clerk