



MINUTES - SHOREWOOD BOARD OF TRUSTEES
Committee of the Whole Meeting
April 1, 2019

1. Call to Order

President Rozek called the Committee of the Whole meeting of the Village Board to order at 7:12 p.m. in the Committee Room.

2. Statement of Public Notice

Mr. Burkart stated that the meeting had been posted and noticed according to law.

3. Roll Call

President Rozek called the roll. Present: Trustees Davida Amenta, Tammy Bockhorst, Michael Maher, Ann McKaig and Wesley Warren. Trustee Carpenter was excused.

Others Present: Village Manager Rebecca Ewald, Assistant Village Manager Tyler Burkart

4. Discuss next steps for volunteer committees (meeting #8)

The Board discussed about having a subgroup or a special meeting held by JPL to review the policy once more and submit comments in advance. There was discussion about needing one or two other Board members approve discussing an item under Future Items of Consideration rather than needing a majority. There was interest about eliminating language about the meeting rooms. The chair of the standing committee can call a special meeting with consultation with committee members. The Village Manager will be the staff liaison for Committee of the Whole. There was discussion about giving more flexibility for staff or the Village Manager to decide if items go to a committee or directly to the full Board.

5. Tr. Maher moved, seconded by Tr. Amenta to adjourn the meeting at 7:38 p.m. Motion carried 6 - 0.



MINUTES - SHOREWOOD BOARD OF TRUSTEES
Village Board Meeting
April 1, 2019

1. Call to Order

President Rozek called the meeting of the Village Board to order at 7:30 p.m. in the Court Room.

2. Roll Call

President Rozek called the roll. Present: Trustees Davida Amenta, Tammy Bockhorst, Michael Maher, Ann McKaig and Wesley Warren. Trustee Carpenter was excused

Others Present: Village Attorney Nathan Bayer, Village Manager Rebecca Ewald, Assistant Village Manager Tyler Burkart, Director of Public Works Leeann Butschlick, Planning and Development Director Bart Griepentrog, Police Chief Peter Nimmer

3. Statement of Public Notice

Mr. Burkart stated that the meeting had been posted and noticed according to law.

4. Special Order of Business

a. Meet Shorewood Loves Dog Mascot Winner Mika.

Ms. Ellen Eckman from the Parks Commission was in attendance with Tasha Weston and her dog Mika to publicize and market the Shorewood Loves Dogs campaign.

b. North Shore Health Department annual report and service delivery deployment

Ms. Ann Christiansen from the North Shore Health Department was in attendance to give the annual report and discuss the service delivery. Ms. Christiansen presented a PowerPoint presentation summarizing service delivery trends, revenue, changes in services between 1996 and 2018, and the department's core functions. In addition, the presentation incorporated the challenge of having two offices for the department. There were inquiries related to opioid-related death and abuse trends, promotion of clinics for taking a blood pressure screening, and more discussions about the presence in Shorewood.

5. Consent Agenda Items

a. Accept Presentation of Accounts – April 1, 2019

b. Consider Village Board Minutes – March 18, 2019

c. Consider Riparian Land Management Plan project management and communication plan (meeting #2)

d. Consider RFP for insurance broker (meeting#2)

e. Consider Certified Survey Map for the consolidation of three existing lots at commercial properties 4023-27 N. Oakland Avenue, property owner Columbia St. Mary's Inc. (Tax Key Nos. 240-0024-000, 240-0025-000 and 240-0026-002).

Tr. Maher moved, seconded by Tr. Amenta to approve the consent agenda. Tr. Bockhorst requested removing item 5b, President Rozek requested removing item 5d. Motion carried 6 – 0 with items removed.

6. Items Removed from the Consent Agenda

For item 5b, Tr. Bockhorst questioned the meeting minutes about the crossing guards and which Board members made the motion and second for the final motion approved. There were comments about removing language "No vote was taken." Other comments requested in the last motion to take out the original motion maker and the person who seconded in multiple locations. The 4th paragraph from the bottom on page 7 should also reflect a 6-1 vote to the amendment with Tr. Amenta voting yea. Change in 4b Eric to Mr. Gietzen. Change a 7-0 vote to go out of closed session to a roll call vote. Add per hour behind \$60 on page 7. For future meetings when labeling minutes, include the title committee of the whole. Tr. Maher moved, seconded by Tr. Warren to approve the amended meeting minutes from March 18, 2019. Motion carried 6 – 0.

For item 5d, there was an inquiry about using a same agreement with the school district and the impact of different open enrollment cycles. There was a request for staff to pursue exploring this partnership for the future. Tr. Maher moved, seconded by Tr. Warren to authorize Motion carried 6 – 0.

7. Public Hearing – No scheduled public hearings.

8. Citizens to be heard – This item is for matters not on the agenda. Discussion may follow comment on

non-agenda items or discussion and action may come at future meetings. –

Ms. Renee Herzing from 4090 N. Lake Drive was in attendance to discuss concerns about a house utilizing their property for daily AirBnb rentals. Ms. Herzing expressed support for a policy to address this concern. Mr. Meyers from 4085 N. Lake Drive was also in attendance expressing frustration about the same property for daily AirBnb rentals. Mr. Griepentrog provided the Board a brief update on communications with the residents and the need for Police Department contact to document incidents.

9. New Business

- a. Consider concrete grinding criteria (number 37) for 2019 sidewalk program.

Ms. Butschlick provided a summary of the sidewalk grinding policy and incorporating grinding in the sidewalk replacement program based on resident request. There was discussion about whether the policy could be approved tonight or if it needed to be deferred to a committee. There were inquiries about how staff formulated the cost estimate, criteria listed in the policy, utilization of equipment to grind the sidewalk, the ability of a concrete slab to hold up to the weather elements if grinding activities occur, and the financial impact for not assessing for grinding activities. Tr. Bockhorst moved, seconded by Tr. McKaig approval of the Sidewalk Grinding Policy as a Supplement to the 1995 Concrete Replacement Criteria. Motion carried 6 – 0. President Rozek moved to amend the motion to incorporate the criteria into the policy, seconded by Tr. McKaig. Motion to the amendment carried 6 – 0. Staff will change the policy number to 36 because there is no policy currently with assigned number of 36. The original motion is to approve the Concrete Replacement Policy (number 36) with the sidewalk concrete grinding criteria included. Motion carried 6 – 0.

- b. Consider RFP for Riparian Land Management Plan and award of contract (meeting #2)

Tr. Maher introduced the item and went through the RFP process to arrive at a recommendation to award a contract to OTIE. Tr. McKaig moved, seconded by Tr. Bockhorst that the Village accept the proposal of OTIE for the development of a riparian land management plan and authorize execution of a professional services agreement upon review of the Village Attorney. There was an inquiry about the existence of a matrix to determine the criteria in selection and recommendation of an agency or consultant. It was asked to please include these criteria in future processes. Another request was to include fiscal notes in the memo or as an attachment in future decisions. Motion carried 6 – 0.

The Village Board took a recess at 9:03 p.m. The Board went back into session on 9:13 p.m.

- c. Consider any requests from school district relative to 2019-2020 crossing guards.

Ms. Ewald introduced and summarized the agenda item. Staff will be working with the school district on reviewing the RFP used for crossing guards last year. Tr. Amenta moved, seconded by President Rozek to request the school district pay for half of the crossing guard contract, in addition to the full cost of intersections specifically requested by the District (Shorewood/Oakland), beginning with the 219-2020 school year. Motion carried 6 – 0. There will be future discussion of the entity that should administer the contract once an RFP is drafted.

10. Reports of Village Officials

- a. Village President –

President Rozek wishes candidates good luck for the Spring election tomorrow. President Rozek signed an Arbor Day Proclamation on April 26, 2019.

- b. Village Trustees –

Tr. Maher reminded the Board that a staff recognition breakfast will be Friday, April 12. Tr. Bockhorst met with residents around Menlo Blvd. and received feedback on the decision of not

dumping snow there. Tr. Bockhorst gave the Board a summary of the decriminalization of marijuana discussion and legislation against conversion therapy that occurred earlier in committee.

- c. Village Manager –
No report.

11. Items for future consideration –

- a. Consider policy on AirBnb

President Rozek moves for consideration of a policy on AirBnb, seconded by Tr. Maher. Tr. Maher amended to move the policy to Community and Business Relations Committee. Tr. Amenta seconded the amendment. Mr. Griepentrog confirmed he will work with Mr. Bayer on enforcement details directly related to the concerns on Lake Drive. There was discussion about if changes should occur by amending the ordinance and/or creating a policy. Amended motion carried 6 – 0. The original motion is to move for consideration a policy on short-term rental and direct the policy to the Community and Business Relations Committee. Motion carried 6 – 0.

12. Adjournment

Tr. Maher moved and Tr. Warren seconded to adjourn at 9:35 p.m. Motion carried 6 - 0.

Respectfully submitted,

Tyler Burkart
Assistant Village Manager