



MINUTES - SHOREWOOD BOARD OF TRUSTEES
Village Board Meeting
January 06, 2020

1. Call to Order

President Rozek called the meeting of the Village Board to order at 7:40 p.m. in the Court Room.

2. Roll Call

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

Others Present: Village Manager Rebecca Ewald, Assistant Village Manager Tyler Burkart, Police Chief Peter Nimmer

3. Statement of Public Notice

Clerk Bruckman stated that the meeting had been posted and noticed according to law.

4. Special Order of Business

- a. Consider awarding bids for Police Department Renovation Phase 2B and amended AIA Contract with Riley Construction. (7:41 p.m.)

Mr. Dillion with Riley Construction explained the bids were received on December 5, 2019. Riley Construction, on behalf of the Village as the Construction Manager, and low bidders is seeking approval to issue contracts for Riley Construction, Kevco Inc., Davco Development, Lippert Flooring & Tile, Service Painting, Design Build Fire Protection, Cornerstone Plumbing, Mared Mechanical and Wilsurge Electric. Mr. Dillion explained Riley Construction is looking to approve the AIA 133 contract amendment in the amount of \$684,559 with a total project cost of \$704,559. Mr. Dillion explained the bids came in under budget by around \$45,000. Mr. Dillion explained the \$61,000 budgeted for design is incorporated in the total cost.

Some Village Board members questioned how Riley Construction handles being both the contractor and the construction manager. Mr. Dillion explained the project is managed as a whole, but internally, two separate projects are setup.

Some Village Board members questioned who has oversight on the standards of the carpentry work. Mr. Dillion explained that is managed by Riley in-house; the demolition and carpentry package were publicly bid and awarded to Riley.

One Village Board member expressed they were not in favor of the garage improvement as it is proposed.

Ms. Ewald clarified that she will be following up with the Solar Now program to see what type of electrically connections are required to provide solar on the roof. This will be an expense of the Village, required of the program, that will be in addition to the costs for this project.

Tr. Maher moved, seconded by Tr. Warren to approve the amended AIA Construction Management Contract A133-2009 in the amount of \$704,559, approve the contracts for Riley Construction, Kevco

Inc., Davco Development, Lippert Flooring & Tile, Service Painting, Design Build Fire Protection, Cornerstone Plumbing, Mared Mechanical and Wilsurge Electric and for Riley Construction to hold and manage the subcontracts in the amount of \$425,788. Motion carried 5 – 1 with President Rozek voting nay.

5. Consent Agenda Items (7:54p.m.)

- a. Accept presentation of Accounts – January 6, 2020
- b. Consider Special Event Permit for Ragnar Events LLC for May 15 – 16, 2020.

Tr. Amenta moved, seconded by Tr. Warren to approve the consent agenda. Tr. Carpenter requested removing item 5a. Motion carried 6 – 0 with item 5a removed.

6. Items Removed from the Consent Agenda (7:55 p.m.)

5a; Consider Presentation of Accounts – January 6, 2020.

Tr. Carpenter verified if the amount in the tax agency fund was correct. Ms. Ewald explained that many times the mortgage company will send out checks based on the prior year tax amount.

Tr. Carpenter moved, seconded by Tr. Warren to approve the Presentation of Accounts. Motion carried 6 – 0.

7. Public Hearing(s) (8:00 p.m.) - None

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. – (8:00 p.m.) - None

9. New Business

- a. Discuss Chapter 5 of the Communications Plan: Communications in Public Buildings. (8:00 p.m.)

Mr. Burkart introduced chapter 5 “Communications in Public Buildings” of the Communications Policy. Mr. Burkart explained that Section B of the policy has the department head as the “approver” of what can be posted in that building and Section C lists criteria to use when considering approval.

There was Village Board discussion on the use of the Public Board in Section B and how is that board reviewed. Mr. Burkart explained the Public Board is located in the lower level of the Village Center and is utilized by the general public to post announcements but residents would be required to follow parameters in Section C of the plan. There was general Village Board discussion on what all the posting locations are called/named. It was recommended to specify posting areas and specific individuals to monitor and remove postings that don’t meet the requirements listed.

There was Village Board discussion on comments related to a political campaign, candidacy or party, specifically on referendum postings. Village Board members raised concern about not violating first amendment rights. Mr. Burkart explained that if the language is neutral, that could be posted and the approver would be determined by which building it is being posted in. Clerk Bruckman explained once the Village Hall is open for in-person absentee voting, there cannot be any posting other than what is statutorily required. It was recommended that anything related to an election is posted by the Village Clerk. Mr. Burkart will work with Clerk

Bruckman to clarify election language in the policy.

It was recommended to add gender identity and immigration status under “Content that promotes, fosters, or perpetuates discrimination including those based on race, creed, age, religion, gender, national origin, disability, or sexual orientation.”

There was Village Board discussion on what is a community event and if businesses should have community bulletin boards. Mr. Burkart explained the policy states due to space limitations preference is given to Village of Shorewood events. It was recommended the communications must be coordinated or sponsored by a Shorewood taxing jurisdiction (Village, Library, School District, and BID). Some Village Board members expressed they did not agree. It was noted the Library has a separate policy.

Village Board members inquired what posting locations are at the Library. Mr. Burkart explained the atrium spaces fall under this policy of the library. It was noted Mr. Burkart will add a phrase the atrium spaces on the Village Center fall under the Chapter 5 of this policy and clarify that the locking case and upper bulletin board in the Village Center is managed by the library.

The Village Board discussed what items could be displayed on an easel or out in the open. There was agreement for only Village items to be displayed in these areas and must be approved by the department head specified in section B of the policy. Mr. Burkart will add language to clarify this point.

It was recommended under Section C to eliminate “rude” and add “defamatory and personal attacks” in the first bullet point. Mr. Burkart will be considering this; the list is consistent with other policies in the Village.

It was noted the Customer Service counter will only have government related items available.

Mr. Burkart will look into having a public posting/announcement board at Village Hall.

The Village Board Recessed at 9:07 p.m.

The Village Board Reconvened at 9:13 p.m.

- b. Consider meeting date for presentation of final transportation and parking analysis. (9:13 p.m.)

The Village Board discussed making the public aware that recommendations from the consultant had not yet been adopted by the Village Board. The Village Board discussed holding a Public Meeting or a Special Village Board Meeting; the Village Board deliberated if they would be accepting public comment. The Village Board came to consensus there would be public comment after the presentation was completed by the consultant.

Tr. Warren moved, seconded by Tr. Carpenter to approve the special Committee of the Whole meeting on Thursday, January 30, 2020 for consultant presentation of the final transportation and parking analysis at 6:30 p.m. Motion carried 6 - 0.

10. Reports of Village Officials (9:27 p.m.)

- a. Village President – None

- b. Village Trustees –

Tr. Carpenter - North Shore Moms Demanding Action 2020 kickoff meeting is January 14,

2020 at Three Lions Pub at 7:00 p.m.

- c. Village Manager –
 - i. Notification of state-mandated Housing Affordability Report and New Housing Fee Report.
Ms. Ewald explained the memo in the Village packet details the state-mandated Housing Affordability Report and New Housing Fee Report. Ms. Ewald explained both reports will be posted on the Village website.
 - ii. Update on next steps for 2010 Jarvis
Ms. Ewald explained this property has been documented in poor condition for the last 30 years. Ms. Ewald further explained after decades of attempting to communicate with the property owner, the Village took the property condition issue to the circuit court. The property was rendered uninhabitable by the circuit court after the last inspection from the Village. The owner has denied assistance from the entities trying to provide it.

11. Items for future consideration (9:46 p.m.) –

President Rozek requested to push the minute discussion up sooner.
Tr. Amenta requested a summary of outstanding items.

12. Adjournment.

Tr. Warren moved, seconded by Tr. Maher to adjourn at 9:47p.m. Motion carried 6 - 0.

Respectfully submitted,

Sara Bruckman, CMC/WCMC
Village Clerk