



**MINUTES - SHOREWOOD BOARD OF TRUSTEES**  
**Committee of the Whole Meeting**  
**May 17, 2021**

1. Call to Order

President McKaig called the Committee of the Whole meeting of the Village Board to order at 6:32 p.m.

2. Statement of Public Notice

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

3. Roll Call

Clerk Bruckman called the roll. Present via teleconference: President McKaig, Trustees Jim Arndorfer, Melissa Baldauff, Tammy Bockhorst, Arthur Ircink, Kathy Stokebrand and Wesley Warren.

Others Present: Village Manager Rebecca Ewald, Public Works Director Leeann Butschlick, Planning and Development Director Bart Griepentrog

4. Discuss timing of the North Oakland Avenue pavement replacement project. (6:33 p.m.)

Village Manager Ewald provided a broad overview of the project. The 2015 Pedestrian and Bicycle Master Plan and in that plan specified improvements that could be applied to N. Oakland Ave. Recently, the Board commissioned a Transportation and Parking Analysis which provided recommendations for improvements regarding transportation specific to N. Oakland Ave. During last year's LRFP process, the Board had a request to modify our long term capital planning to accommodate the resurfacing/repavement of N. Oakland Ave. How can this request be accomplished within the timeline without interfering with other projects? South end of Oakland would undergo a mill and overlay in 2021 and total pavement replacement of the north end of Oakland Ave. in 2022. Need to review the project schedule and determine if this is how the Board wishes to proceed because the repaving of the north end of Oakland Ave. is being paid for out of TID 5 which is scheduled to close in the near future, so construction needs to be done in the near future.

In the meantime, there was also double alley replacements scheduled for 2025. So take the double alley replacement and move it to 2022 not 2025. The impetus behind this is to support our business community who would have to contend with no parking for customers on N Oakland Ave., no parklets, no outdoor seating and other inconveniences during the project. Inquired about the current state of Oakland Ave and if it could last until 2025; with a little investment it can. Asked how we will handle complaints about Oakland Ave and was concerned about resident/biker safety if this work is delayed. It was noted that while there are not a lot of document safety issues with the Kensington corner, steps will be taken to insure appropriate signage and safety measures, from a pavement/infrastructure standpoint, are implemented in the meantime. It was also noted that some of the recommendations for improvements on Oakland Ave. will not be addressed until the pavement replacement due to costs.

Nat Davauer, Draft and Vessel, offered his view about the challenges that would face businesses if the pavement replacement took place in 2022 after having struggled through business loss from COVID-19—reduced opportunity to bring in additional people if there are not outdoor/parklet seating available, ill feelings. Two or three years of normal sales would greatly improve the confidence and outlook for businesses. Steph Salvia, Shorewood BID Director, concurred with Nat's comments. Also, commented on the ability to inform the local businesses and give them opportunity to prepare would

be extremely helpful.

There was unanimous consensus by the board to move the N. Oakland Ave. pavement replacement schedule to 2025.

Rebecca Ewald reviewed the two (2) options for funding alleys that was outlined in the packet materials provided.

Questioned where the greatest impact of GI would be felt—parking lots or separated sewers? Staff has always recommended focusing GI efforts in the separated sewer area for greater results; Hubbard and the Police Department parking lot are in the separated sewer area. It was also clarified that the funds received from MMSD is a direct allocation that can be rolled over. So if not used in 2022, 23 and 24, the Village could bank considerable amount of funds for 2025; we would not be in that position if we do the double alley project in 2022.

Clarified that the MMSD GI funds would not be lost if the alley work is not done in 2022, the funds would continue to accumulate the allocated funds, they would be banked and used with an alley project or another eligible project after 2025. These funds cannot be spent before they are received.

There are 13 alleys earmarked for reconstruction in 2025. Those alleys will be designed for reconstruction in 2022. During design, will evaluate whether GI is appropriate for certain locations. This work will still be done and the conversation will still take place at the board level. In 2022, the currently banked MMSD funds may not cover the GI incremental costs. The board would need to decide to not install all the identified green infrastructure or how to fund the difference, i.e. self-funding. Projects have already been bonded for. Reviewed projects on the docket and where savings were experienced and what could be deferred; approximately \$1.3M. Use those funds to fund an alley program in 2022; however, a typical double alley program would run \$1.5M. A second option would be to bond for additional funds along with the bonding for AMI and water infrastructure projects and add funds to increase the funds available for alley projects.

\* Requires additional bond funds, but takes advantage of bonding for additional funds in our already scheduled borrowing the water infrastructure scheduled in June. Authorization of bonds was deferred from the May 17 meeting in light of this discussion.

Summary of options 1) design everything and only do construction that we can afford with our savings or 2) design everything and do everything with additional bonding. What is the \$ amount the Board should be considering funding? That \$ amount is contingent on the results of the engineering design and the eventual bids.

Tr. Warren recommended that the Village go to bid and spend what we have saved and maybe the bids will come in better than we think and we can finish the entire program. Better to stay within the funding we have even if some alleys miss out this time around. Tr. Arndorfer concurred. Tr. Stokebrand noted that we could also stay within the \$1.3M savings by giving up on some of the GI if so desired. It was clarified that the last statement was only if the board insisted that all alleys under scope were to be constructed before they evaluated GI.

There was unanimous consensus from the board to go with Option 1.

5. Tr. Arndorfer moved and Tr. Ircink seconded to adjourn at 7:24 p.m. Motion carried 7 – 0



**MINUTES - SHOREWOOD BOARD OF TRUSTEES**  
**Village Board Meeting**  
**May 17, 2021**

1. Call to Order

President McKaig called the meeting of the Village Board to order at 7:32 p.m.

2. Roll Call

Ms. Bruckman called the roll. Present via teleconference: President McKaig, Trustees Jim Arndorfer, Melissa Moore Baldauff, Tammy Bockhorst, Arthur Ircink, Kathy Stokebrand and Wesley Warren.

Others Present: Village Manager Rebecca Ewald, Assistant Village Manager Tyler Burkart, Village Attorney Nathan Bayer, Finance Director/Treasurer Mark Emanuelson, Public Works Director Leeann Butschlick, Planning and Development Director Bart Griepentrog, Police Chief Peter Nimmer, Senior Resource Director Elizabeth Price

3. Statement of Public Notice

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

4. Special Order of Business (7:33 p.m.) –

a. Consider MMSD River Park Easement – MMDS presenting

Ms. Butschlick explained how the easements would function and that they are necessary for the Edgewood Project. Bridget Henk and Mike Hirsch with MMSD were present to answer any questions.

Mr. Hirsch explained this is a temporary construction easement for use of the area during construction of the pipeline. As soon as the construction is finished, the easement is done.

Tr. Warren moved, seconded by Tr. Bockhorst to approve the temporary construction easement and the permanent easement related to the Metropolitan Sewerage District's "Edgewood NSC Project," which runs through River Park. Motion carried 7 – 0 by a roll call vote.

b. CAFR – Sikich presenting (7:46 p.m.)

Dan Berg, Sikich presented on the annual financial report.

Tr. Stokebrand questioned if the only concern was oversight over payroll. Mr. Berg explained there are controls in place that cannot be completed as segregated duties because of the organizations size. Mr. Emanuelson explained this is being monitored and there are many secondary controls put into place. Mr. Emanuelson will provide a follow-up on the secondary controls.

5. Consent Agenda Items (8:04 p.m.)

a. Accept Presentation of Accounts – May 17, 2021

b. Consider regular Village Board Minutes – May 3, 2021

c. Consider 2021 Mill & Overlay project management and communication plan

d. Consider 2021 alley project management and communication plan.

e. Consider RFP for alley design

f. Consider 2021-2022 committee appointments

Tr. Bockhorst moved, seconded by Tr. Warren to approve the consent agenda. Tr. Stokebrand requested to remove item 5b and Tr. Ircink requested to removed item 5f. Motion carried 7 – 0 with items 5b and 5f removed.

6. Items Removed from the Consent Agenda (8:05 p.m.) –

5b; Consider regular Village Board Minutes – May 3, 2021

Tr. Stokebrand requested in the motions for items 9a and 9b the amounts of the contracts be included.

Tr. Stokebrand moved, seconded by Tr. Bockhorst to amend the Village Board minutes of May 3, 2021 to include the amounts as listed in the memo.

Tr. Bockhorst requested the minutes to be deferred for Clerk Bruckman to verify if the amounts were stated. It was noted it has been an unwritten policy to include the amounts when the motion is stated.

Tr. Stokebrand and Tr. Bockhorst withdrew the motion

Tr. Bockhorst moved, seconded by Tr. Baldauff to defer the Village Board minutes of May 3, 2021 for the Clerk to review the video and verify if the amount was stated during the motion. Motion carried 7 – 0 by a roll call vote.

5f; Consider 2021-2022 Committee Appointments

Tr. Ircink noted there was a Special JP&L Meeting to review the applications and there were many qualified candidates willing to serve the community and would like to see more. Tr. Bockhorst noted they are looking at ways to improve the process.

Tr. Bockhorst moved, seconded by Tr. Baldauff to approve the slate of candidates for the 2021 appointments and reappointments as provided for Board of Appeals, Board of Review, BID, Conservation Committee, Design Review Board, Elder Service Advisory Board, Library Board, Parks and Opens Spaces Committee, Public Art Committee, Plan Commission, Police Commission, and Recreation Advisory Committee submitted by the JP&L Committee and Village President. Motion carried 7 – 0 by a roll call vote.

7. Public Hearing(s) (8:25 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. (8:26 p.m.) – None

9. New Business

a. Consider award of contract for Hubbard Park canoe and kayak launch (8:27 p.m.)

Ms. Butschlick explained in fall of 2020, the Village Board approved a design concept for the proposed Hubbard Park canoe and kayak launch. The project only received one bid that was significantly over the estimate of the engineered design. Staff recommends rebidding the contract in 2022.

Mike Maher, 2100 E Menlo Blvd., Shorewood, 53211; thanked the Village Board for continuing moving this forward and agrees with the action being taken.

Tr. Ircink moved, seconded by Tr. Warren that the bid submitted for the Hubbard Park Canoe & Kayak Launch project be rejected and the project be re-bid at a future date to be determined in 2022. Motion carried 7- 0 by a roll call vote.

- b. Consider police department parking lot improvements (8:35 p.m.)  
Chief Nimmer explained a sinkhole developed in February that has been temporarily repaired. He noted the patch is not holding up very well. The packet includes considerations for engineering and the tank removal, the tank should be removed with reconstruction of the parking lot.

There was Village Board discussion of the difference between the two engineers.

Tr. Warren moved, seconded by Tr. Stokebrand to approve staff to enter into a contract with Strand for engineering services for the police department parking lot replacement in the amount of \$9,908. Motion carried 7 – 0 by a roll call vote.

Ms. Butschlick noted it will take construction collaboration on removal of the tank, the contractors will need to coordinate.

Tr. Stokebrand moved, seconded by Tr. Ircink to approve staff to enter into a contract with Friess Environmental Consulting, Inc for the removal, remediation and closure of the police department south parking lot, the removal of the tank located at the Shorewood Police Department in 2022 not to exceed \$27,250. Motion carried 7 – 0 by a roll call vote.

- c. Consider Ordinance 3024: An Ordinance Repealing and Replacing Chapter 250 of the Shorewood Village Code “Construction Site Erosion Control and Stormwater Management” (8:54 p.m.)

Tr. Bockhorst moved, seconded by Tr. Baldauff approval of Ordinance 3024: An Ordinance Repealing and Replacing Chapter 250 of the Shorewood Village Code “Construction Site Erosion Control and Stormwater Management.” Motion carried 7 – 0 by a roll call vote.

- d. Consider Ordinance 3025: An Ordinance Amending Chapter 225 “Building Construction,” and Chapter 415 “Plumbing Standards,” to comply with the Milwaukee Metropolitan Sewerage District’s Combined Sewer Service Area Downspout Disconnection Program. (8:56 p.m.)

Tr. Bockhorst moved, seconded by Tr. Ircink approval of Ordinance 3025: An Ordinance Amending Chapter 225 “Building Construction,” and Chapter 415 “Plumbing Standards,” to comply with the Milwaukee Metropolitan Sewerage District’s Combined Sewer Service Area Downspout Disconnection Program. Motion carried 7 – 0 by a roll call vote.

The Village Board recessed at 8:59 p.m.

The Village Board reconvened at 9:04 p.m.

- e. Discuss 2022 budget outlook and revenue diversification options. (9:05 p.m.)  
Mr. Emanuelson reviewed the options. He recommends transferring the public fire fees to the water utility, he noted it’s consistent with all other peer groups.

Tr. Ircink explained he supports the installation of public meters. Mr. Emanuelson noted parking meters would be a multi-year project.

Tr. Stokebrand questioned the public fire protection fees would need to be approved by the public service commission by July. Mr. Emanuelson explained that is correct. She questioned what the monthly water bill increase would be per home owner if the fire protection was added. Mr. Emanuelson explained \$80-\$90 annually on the water bill.

Tr. Baldauff explained there some of the options that will require conversations with the

community and if we are meeting the goals for equity and inclusion. She noted she supports the fire protection fee to move to the water bill.

Tr. Arndorfer questioned if there would be an adverse impact with the garbage and refuse option. Mr. Emanuelson explained there are opportunities in the model for residents to control their costs long term.

Tr. Warren noted the wheel tax and parking meters are very regressive tax measures and is this something the Village wants to implement.

Tr. Bockhorst noted she does not support the flat tax such as a wheel tax. It will adversely impact those that can least afford it.

President McKaig noted she typically does not support user fees, but moving the fire protection to the water utility seems reasonable.

There was unanimous consent to bring back the consideration of the fire utility to be placed on the water bill.

- f. Consider Amending the Sunset Clause contained in the Village Code Section 319-11.2 titled 'Face Covering Requirements During the COVID-19 Pandemic' from May 17, 2021. (9:50 p.m.) President McKaig noted the mandate expires today. There was unanimous consent to continue following CDC guidelines and should discontinue the ordinance. It was noted children under 12 are not yet eligible for vaccines and the risk of them being unmasked.

Tr. Bockhorst moved, seconded by Tr. Ircink to continue educational efforts and align with the CDC guidelines as well as work with the ICC, the League of Wisconsin Municipalities, other municipalities to ensure that health and safety are paramount and revisit this topic in the near future. Motion carried 7 – 0 by a roll call vote.

#### 10. Reports of Village Officials (10:06 p.m.)

- a. Village President –
  - i. Initiative and prioritization for 2021-2022 – focusing on implementation on the studies that have been done.
  - ii. ICC report - County Executive's Strategy Team for Building Diverse and Inclusive Communities – given shout out for extending TID for affordable housing
  - iii. NSFD Appointments: Secretary (2021), VP (2022), President (2023), Finance Committee
  - iv. League Chief Executives Summer Workshop – August 19<sup>th</sup> and 20<sup>th</sup>
  - v. Update on Shorewood Moving Forward letter
  - vi. Timeline for resuming in person meetings – Noted the Village will be moving to in-person meetings
  - vii. Proclamation for Public Works Week
- b. Village Trustees –

Tr. Bockhorst participate in the League's Government 101 course.  
Tr. Ircink did a walking tour with the Shorewood PD and provided and update on the EDI Training.
- c. Village Manager –

#### 11. Items for future consideration (10:21 p.m.) –

Tr. Warren moved, seconded by Tr. Bockhorst to direct the Community and Business Relations Committee to work on the Welcoming Village Ordinance as time permits. Motion carried 7 – 0 by a roll call vote.

12. Closed session - the Village Board upon motion duly made, may convene into closed session to confer with legal counsel for the governmental body pursuant to Wis. Stat. 19.85(1)(g) to confer with legal counsel on strategy regarding pending litigation regarding the Estate of Jonah Marciniak. (10:26 p.m.)

Tr. Warren moved, seconded by Tr. Bockhorst to adjourn into closed session to confer with legal counsel for the governmental body pursuant to Wis. Stat. 19.85(1)(g) to confer with legal counsel on strategy regarding pending litigation regarding the Estate of Jonah Marciniak at 10:27 p.m. Motion carried 7 – 0 by a roll call vote.

13. Adjournment.

Tr. Warren moved and Tr. Ircink seconded to adjourn at 10:38 p.m. Motion carried 7 - 0.

Respectfully submitted,

Sara Bruckman, CMC/WCMC  
Village Clerk