



**MINUTES - SHOREWOOD BOARD OF TRUSTEES
Committee of the Whole Meeting
June 21, 2021**

1. Call to Order

President McKaig called the Committee of the Whole meeting of the Village Board to order at 7:12 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. Consider Staff Modifications. (7:13 p.m.)

Mr. Burkart gave a brief explanation of the changes that will be before the Village Board on July 6th for approval.

Tr. Stokebrand verified the construction coordinator position will not be hired in 2021 but remain in the budget. Mr. Burkart clarified this will be included in the budget discussion for 2022. Tr. Stokebrand clarified that about six positions will be changing.

The board thanked staff for their work and for thinking strategically.

Tr. Arndorfer asked Mr. Burkart to elaborate on the hiring challenges. Mr. Burkart explained it changes depending on the position but Public Works is the most challenging of all the positions. When there is a posting, there are usually only five to ten applications total. He would like to see the younger generation get exposed to jobs like DPW.

Tr. Warren moved, seconded by Tr. Ircink to approve the amendments to the pay range schedule and job descriptions identified in the presentation. Motion carried 7 - 0

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



**MINUTES - SHOREWOOD BOARD OF TRUSTEES
Village Board Meeting
June 21, 2021**

1. Call to Order

President McKaig called the meeting of the Village Board to order at 7:31 p.m.

2. Roll Call

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

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, and Police Chief Peter Nimmer

3. Statement of Public Notice

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

4. Special Order of Business (7:32 p.m.) –

a. Consider Hubbard Park green infrastructure options and scope – SEH

Ms. Butschlick explained the Village is about 30% into the design engineering work for the Hubbard Park parking lot reconstruction and the construction has been moved to 2022. Ms. Butschlick further explained they are sharing some very preliminary cost to gain more context into the green infrastructure installation. There are two different grant funding sources. Heather Stabo, lead engineer with SEH went over the three alternatives for the parking lot construction with the green infrastructure option.

Tr. Ircink explained the committee liked that the ADA access is closer to the entrance and the additional parking with option 3

Tr. Stokebrand clarified trash receptacles will be included.

Deborah Blanks, 3838 N Oakland Ave #171, Shorewood, 53211; explained staff has done their due diligence on the project but racial equity may have been overlooked on how the village engages in their purchasing. She encouraged the Village not to single source purchase, identify other organizations, particularly organizations of color.

Tr. Ircink moved, seconded by Tr. Baldauff to that Hubbard Park parking lot design Alternative 3 be identified as the selected alternative and authorize staff to proceed with final design. Motion carried 6 – 0.

b. Equity, Diversity & Inclusion – Update on Public Safety Committee progress on police organizational study (7:57 p.m.)

Tr. Warren provided an update on the Public Safety Committee. He thanked the community members who provided feedback. He explained there is a Public Safety Committee meeting about every other Village Board meeting to keep the implementation of the study moving forward. The committee and Village Board have an active role in defining policy and providing direction to Chief Nimmer on what to implement.

He explained 45 of the 70 recommendation items are completed or moving towards completion. There has been additional training on de-escalation and racial intelligence training for leaders in the Police Department. He further explained Chief Nimmer has made commitment to diversify the department.

There have been several community engagement changes; coffee with a cop, stops at the block parties, walk and talks, ride alongs, etc. He noted there have been over 90 hours of community engagement this year.

He explained there is ongoing discussion on format and availability of data. There needs to be

further discussion on upgrading or changing the data management platform. The committee is also discussing the complaint form and process.

There will be a Committee of the Whole meeting to discuss the Village Board's role with the Police Commission.

Human Relations Committee Chair Parker thanked the Public Safety Committee for their continuous efforts.

- c. Consider approval of Village of Shorewood – Storm Sewer Repair on Lakeshore Bluff at 4480 N. Lake Drive Change Order No. 3 – retaining wall reinforcement (8:06 p.m.)

Phil Bzdusek from Strand and Roger Miller from Miller Engineers and Scientists presented issues with the bluff repair. Mr. Bzdusek explained a storm sewer issue was discovered in 2019 on the property of 4480 N Lake Dr. Miller Engineer and Scientists completed Geotechnical Investigation in Spring of 2020 and design of repairs in summer and fall of 2020. Bids were received in November of 2020 and construction took place in winter.

Mr. Bzdusek explained the lower retaining wall is deflecting and not holding up to the forces of the soil. The upper wall remains in good shape. Mr. Miller explained the forces applied by soil are greater than anticipated, they are unsure why this is happening. They are proposing a stronger retaining wall with an estimated cost of \$130,000 with the same parties involved in the contract.

Tr. Ircink questioned what are the drawbacks if the Village Board went out to bid since this project is now over budget. Mr. Miller explained they will continue to monitor the wall and the risk in delaying whatever amount of time that would cause the wall to deflect excessively so that the current wall would be destroyed and would have to be replaced or couldn't be repaired. There is risk of timing.

Tr. Stokebrand expressed her disappointment and clarified they are doubling down on the same technology and strategy. She questioned if there was drainage behind the wall since there has not been any rain. Mr. Miller explained the first alternative was to excavate and remove the soils above and behind the lower wall and replace it with core stone but the heavy equipment access that would be required for that would require removing a substantial portion of the upper wall to gain access. There would be a fairly large amount of soil excavation and hauling off site that would destroy the homeowners new drive way. This would be expected to be of greater cost. Tr. Stokebrand expressed concern if the stronger retaining wall does not work.

Tr. Warren concurred it's unfortunate the wall is deflecting and this is back before the Village Board but supports moving forward so there is not further damage.

Tr. Baldauff expressed concerns if this would get deferred.

Tr. Warren moved, seconded by Tr. Baldauff to approve the storm sewer repair on Lakeshore Bluff at 4480 N. Lake Drive Change Order No. 3 – retaining wall reinforcement. Motion carried 6 – 0

Tr. Warren moved, seconded by Tr. Baldauff to take up item 8. Motion carried 6 – 0
The Village Board went to item 8.

5. Consent Agenda Items (9:10 p.m.)
 - a. Accept Presentation of Accounts – June 21, 2021
 - b. Consider regular Village Board Minutes – June 7, 2021

- c. Consider RFP for assessment services.
- d. Consider RFP for banking services.
- e. Consider License Renewals for the following:
 - 1. "Class A" Fermented Malt Beverage and Intoxicating Liquor Licenses
 - a. Walgreen Co. d/b/a Walgreens #15188, PO Box 901, Deerfield IL 60015, 4035 N Oakland Avenue
 - b. Russian Food and Gifts, Inc. 3557 N Oakland Avenue, Shorewood WI 53211
 - c. Riley's Sandwich Shop LLC, d/b/a Riley's Sandwich Shop, 4473 N Oakland Avenue, Shorewood WI 53211
 - d. North Shore Pharmacy Inc. d/b/a Thompson's Serv-U Pharmacy, 1421 E Capitol Drive, Shorewood WI 53211
 - 2. Class "B" Fermented Malt Beverage Licenses
 - a. Benji's Deli LLC d/b/a Benji's Deli, 4156 N Oakland Avenue, Shorewood WI 53211
 - b. MOD Super Fast Pizza (Wisconsin), LLC d/b/a MOD Super Fast Pizza, 2035 158th Court NE, Suite200, Bellevue WA 98008, 4151 N Oakland Avenue
 - c. St. Robert Parish, 4019 N Farwell Avenue, Shorewood WI 53211
 - 3. "Class B" Fermented Malt Beverage and Intoxicating Liquor Licenses
 - a. Blackbird Mercantile d/b/a Draft & Vessel, 4417 N Oakland Avenue, Shorewood WI 53211
 - b. Brat Shorewood, LLC d/b/a Milwaukee Brat House, 4022 N Oakland Avenue, Shorewood WI 53211
 - c. East Garden LLC d/b/a East Garden, 3600 N Oakland Avenue, Shorewood WI 53211
 - d. Normco d/b/a Harry's Bar & Grill, 3549 N Oakland Avenue, Shorewood WI 53211
 - e. Harbor Shorewood Management LLC d/b/a HarborChase of Shorewood, 1111 E Capitol Drive, Shorewood WI 53211
 - f. Hubbard Park Lodge LLC d/b/a Hubbard Park Lodge, 2730 N Humboldt Blvd, Milwaukee WI 53211, 3565 N Morris Blvd
 - g. NASHBK, LLC d/b/a Bonobo American Bistro, 4518 N Oakland Avenue, Shorewood WI 53211
 - h. Three Lions Pub LLC d/b/a Three Lions Pub, 4515 N Oakland Avenue, Shorewood WI 53211
 - i. Toro Taco Inc. d/b/a Hiya Taco, 4144 N Oakland Avenue, Shorewood WI 53211
 - j. True Light Promotions, LLC d/b/a Falbo Bros. Pizzeria, 2213 E Capitol Drive, Shorewood WI 53211
 - k. VIREO, Inc. d/b/a The City Market, 2205 E Capitol Drive, Shorewood WI 53211
 - l. Cornerstone Wine LLC d/b/a Scout Wine Bar, 4512 N Oakland Avenue, Shorewood WI 53211
 - 4. Reserve Class "B" Fermented Malt Beverage and Intoxicating Liquor Licenses
 - a. Camp Bar, Inc. d/b/a Camp Bar, Inc., 4044 N Oakland Avenue. Shorewood WI 53211
 - b. Camp Bar, Inc. d/b/a Camp Bar, Inc., 2107 E Capitol Drive, Shorewood WI 53211
 - c. Crispy Browns LLC, d/b/a Blue's Egg, 4195 N Oakland Avenue, Shorewood WI 53211
 - d. La Orangerie, LLC d/b/a North Shore Boulangerie, 4401 N Oakland Avenue, Shorewood WI 53211
 - e. Mega Marts LLC, d/b/a Metro Markets #6893, 4075 N Oakland Avenue, Shorewood WI 53211
 - f. NaNa Fusion Japanese Restaurant Inc., d/b/a NaNa Fusion Japanese

- Restaurant, 4511 N Oakland Avenue, Shorewood WI 53211
- g. Village Pub of Shorewood LLC d/b/a Cloud Red, 2659 N Terrace Ave, Milwaukee WI 53211, 4488 N Oakland Avenue
- 5. Class C Wine Licenses
 - a. MOD Super-Fast Pizza (Wisconsin), LLC d/b/a MOD Super-Fast Pizza, 2035 158th Court NE, Suite200, Bellevue WA 98008, 4151 N Oakland Avenue
- 6. Secondhand Dealer/Pawnbroker Licenses
 - a. Mixa Inc. 4320 N Oakland Avenue Shorewood WI 53211
 - b. CC Conrad Jewelers, 4014 N Oakland Avenue, Shorewood WI 53211
 - c. Shorewood Coin Shop, 4409 N Oakland Avenue, Shorewood WI 53211
 - d. ecoATM, 10121 Barnes Canyon Rd. San Diego, CA 92121, 4075 N Oakland Avenue (Inside Metro Market)
- 7. Dry Cleaners
 - a. Capitol Cleaners, 2101 E Capitol Drive
- 8. Cigarettes/Tobacco
 - a. Walgreen Co. d/b/a Walgreens, #15188, PO Box 901, Deerfield IL 60015, 4035 N Oakland Avenue
 - b. Mega Marts LLC, d/b/a Metro Markets #6893, 4075 N Oakland Avenue
 - c. Village Petroleum, d/b/a Amstar, 4000 N Wilson Drive
 - d. Lakeshore Mobil Inc., 2521 E Capitol Drive
 - e. Roettgers Company Inc., d/b/a Shorewood Mobil, 1513 E Capitol Drive
 - f. Royal Nepal LLC, d/b/a BP on Oakland, 3624 N Oakland Avenue
- f. Consider survey questions for historic education initiative.
- g. Consider RFP for Atwater Beach Lifeguard Services for 2022-2024.
- h. Consider Design Review Board and Conservation Committee Appointments.

Tr. Ircink moved, seconded by Tr. Warren to approve the consent agenda. Tr. Warren requested to remove item 5b and Tr. Stokebrand requested to remove item 5g. Motion carried 6 – 0 with items 5b and 5g removed.

- 6. Items Removed from the Consent Agenda (9:12 p.m.) –
 - 5b; regular Village Board minutes June 7, 2021 - Tr. Warren requested under reports of Village Official to change the 13th to the 16th. President McKaig requested to add under Items for Future consideration:
 - Tr. Bockhorst moved to consider discussing identifying space for pickle ball in the Village of Shorewood. Motion failed for lack of a second.
 - Pres. McKaig moved, seconded by Tr. Bockhorst to review parking requirement code. Motion passed 7-0.

Tr. Warren moved, seconded by Tr. Ircink to approved the regular Village Board Minutes – June 7, 2021. Motion carried 6 – 0.

5g; Consider RFP Tr. Stokebrand noted the RFP should have the lifeguards starting a week sooner.

Tr. Stokebrand moved, seconded by Tr. Warren to approve the RFP for Atwater Beach Lifeguard Services for 2022-2024 with the recommended change. Motion carried 6 – 0.

- 7. Public Hearing(s) (8:15 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. (9:02 p.m.) –

4th Grade Students from Atwater school read a proclamation in honor of Juneteenth Day.

The Village Board went back to item 5

9. New Business

- a. Consider initial Resolution 2021-15 Authorizing General Obligation Bonds in the Amount Not to Exceed \$2,610,000 for Water System Project. (9:15 p.m.)

Tr. Stokebrand moved, seconded by Tr. Ircink approval of Resolution 2021-15 Authorizing General Obligation Bonds in the Amount Not to Exceed \$2,610,000 for Water System Project. Motion carried 6 - 0 by a roll call vote.

- b. Consider Resolution 2021-16 Providing for the Sale of Not to Exceed \$2,610,000 General Obligation Water Project Bonds, Series 2021A. (9:17 p.m.)

Tr. Ircink moved, seconded by Tr. Stokebrand approval of Resolution 2021-16 Providing for the Sale of Not to Exceed \$2,610,000 General Obligation Water Project Bonds, Series 2021A. Motion carried 6 – 0 by a roll call vote.

- c. Consider moving public fire protection charges/fees to the utility bill. (9:18 p.m.)

Tr. Stokebrand moved, seconded by Tr. Baldauff to authorize staff to seek Public Service Commission approval to place the water utilities public fire protection charges on the utility bill effective 11/15/21. Motion carried 6 – 0 by a roll call vote.

Communication of this change to residents will be via the upcoming water bill(s) and the *Shorewood Today* magazine.

- d. Consider Class “B” Beer license for MJR Fitness LLC, d/b/a Brew Fitness, 3514 N Oakland Ave, Shorewood, WI 53211. (9:24 p.m.)
Clerk Bruckman explained the

Tr. Ircink moved, seconded by Tr. Warren approval of the application for the Class “B” Fermented Malt Beverage License MJR Fitness LLC. d/b/a Brew Fitness 3514 N Oakland Avenue, Shorewood WI 53211 and direct the Clerk to issue the license upon approval of occupancy with Planning and Development. Motion carried 6 – 0 by a roll call vote.

- e. Consider professional services agreement for Downspout Disconnection Program site evaluations. (9:27 p.m.)

Director Butschlick noted that because the Construction Coordinator position has not been filled, the 2022 downspout disconnection program site evaluations (phase 1 only) would be performed by the Village Engineer, Strand Associates. All site evaluations will be performed in 2021 and the winter months will be used to develop the plumbing orders and issue letters to homeowners.

Tr. Stokebrand moved and Tr. Ircink seconded approval of the professional services agreement with Strand Associates for the 2022 Downspout Disconnection Program in the amount of \$14,340 for Phase 1. Motion carried 6 – 0 by a roll call vote.

- f. Consider Ordinance 3009 amending Chapter 400 Parks and Recreation and Resolution 2021-17 amending the Village Fee Schedule for Park Permits. (9:32 p.m.)

Committee recommended excluding the Nature Preserve from this ordinance; conversation regarding weddings at Hubbard Park in connection with Hubbard Park Lodge/Russ Davis; addressed the issue

regarding Temporary Class “B” licenses in the park for not-for-profit organizations and traveling beer gardens.

Tr. Warren moved, seconded by Tr. Baldauff to adopt Ordinance #3009 Amending Chapter 400: Parks and Recreation in order to make changes to the Park and Beach Permit and add regulations towards injury, destruction or removal of public property and also to remove the words “to bathe” from section 400-1 and add prohibition from permitting the nature preserve 400.2.” Motion carried 6 – 0 by a roll call vote.

Tr. Stokebrand moved, seconded by Tr. Warren to adopt Resolution 2021-17 Amending the Village fee schedule so that the name of the Atwater Park Permit is changed to Park and Beach Permit, the daily fee to be increased from \$10 to \$50, and that the group or organization requesting special Village services with the permit will be billed the hourly rate of the Village staff to perform those requested services. Motion carried 6 – 0 by a roll call vote.

g. Consider park permit application for Shorewood Artisan Market. (9:46 p.m.)

Commented on the need for sufficient garbage bins specifically at the River Park event if there are food trucks. Coordinator will communicate with DPW regarding garbage bins if food trucks are part of the July 10 event.

Tr. Arndorfer moved, seconded by Tr. Warren to approve the application for River Park Permit for the Shorewood Artisan Market July 10, 2021 and Hubbard Park Permit for the Shorewood Artisan Market at Summer Sounds Concerts July 21, July 28, August 4, August 11, August 18 and August 25, 2021 and short term cabaret license. Motion carried 6 – 0 by a roll call vote.

10. Reports of Village Officials (9:53 p.m.)

a. Village President –

i. Update on the 6/14 ICC Meeting – will email that information to Board and staff

j. Shout Outs to: Shorewood PD for making the car clubs available to residents; Mr. Burkart and Parks Commission for developing a lifeguard program for the community; Ms. Ewald for working to put together the historic preservation meetings and survey

b. Village Trustees –

Tr. Ircink explained the CDA met on affordable housing and how it impacts our community; the Shorewood Farmers Market opened two weeks ago; and Shorewood Little League is playing. Tr. Stokebrand gave an EDI update and the Parks and Open Spaces Committee met for the first time and determined their subcommittees (Parks/Open Spaces/Bike and Pedestrian Safety).

c. Village Manager – Sam Coleman is unable to complete the EDI training with the Village and there will be an update provided at the July 6 meeting.

11. Items for future consideration (9:59 p.m.) – None

12. Adjournment.

Tr. Warren moved and Tr. Ircink seconded to adjourn at 10:00 p.m. Motion carried 6 - 0.

Respectfully submitted,

Sara Bruckman, CMC/WCMC
Village Clerk