



**MINUTES - SHOREWOOD BOARD OF TRUSTEES**  
**Village Board Meeting**  
**July 7, 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, Tammy Bockhorst (7:33 p.m.), Melissa Moore Baldauff, Arthur Ircink (exited at 8:00 p.m.) and Kathy Stokebrand. Tr. Warren 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, Assistant Public Works Director Joel Kolste, Police Chief Peter Nimmer, Library Director Rachel Collins, and Planning and Development Director Bart Griepentrog

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. Consideration of Southeast Area Combined Sewer Improvements Route (presentation Strand Associates)

Ms. Butschlick explained in 2019 Strand Associates responded to the RFP for Evaluation and Design Engineering of the Southeast Area Combined Sewer Improvements. Staff's request is for the Village Board to identify a preferred alternative and direct staff and Strand Associates to begin construction documents and design work for the first phase of construction scheduled to take place in 2023.

Phil with Strand Associates presented on the project alternatives.

Tr. Stokebrand clarified the relief sewer is like a mini deep tunnel for overflow.

Tr. Baldauff moved, seconded by Tr. Stokebrand that Alternative 1 be designated as the preferred sewer route and that the consulting engineer be directed to proceed with design. Motion carried 5 – 0.

The Village Board agreed unanimously and took on item 4c.

- b. Update on EDI Committee progress and consider next steps (8:26 p.m.)

Ms. Ewald explained Sam Coleman will be providing an update on the work of the EDI Committee and he will be providing some recommendations on how to further proceed. The Village Board will be considering quotes for strategic planning services and a reallocation of resources for purposes of the Village employees, Village Board and residential committees to attend the YWCA Unlearning Racism class.

Mr. Coleman thanked the Village Board for prioritizing equity based professional learning. The group has framed their work as a long term strategy to be able to exam our own biases and the challenges with that. The group also looked at systems and policies that the Village and Village Departments can leverage to include reflection on inequities and to understand the

impact on decisions that have been made at the municipal and state level may impact on where people live or chose to live and the resources and services that they would be able to access. Mr. Coleman has developed a set of recommendations to carry the group forward. Mr. Coleman noted it is important that the relationships within and across the village departments and interactions with the Village Board should be prioritized in a way that allows support for cohesion and implementation of EDI directives. He recommends the Village Board members participate in ongoing training that deals with the awareness and capacity that it takes to lead equity, diversity and inclusion strategies in the municipal context. He recommends to develop a five-year plan to address inequities in the Village. He is also recommending an equity audit be done and reviewed annually to identify progress towards the EDI goals. New hires should have at least one EDI learning module during the onboarding process.

Tr. Stokebrand thanked Mr. Coleman.

Tr. Stokebrand moved to reallocate remaining funding for participation in YWCA the Unlearning Racism class and other EDI training with remaining 2021 funds not to exceed \$12,000. Motion fails for lack of a second.

Tr. Baldauff explained she wanted a firm budget number from staff so the topic did not need to be revisited if the amount was different. Tr. Stokebrand explained the budgeted amount and the amount already spent on Sam Coleman's contract should be a difference of \$11,800.

Tr. Bockhorst moved, seconded by Tr. Baldauff to reallocate remaining funding for participation in the YWCA Unlearning Racism class and other EDI training with remaining 2021 funds not to exceed the remaining budget amount. Motion carried 4 – 1 by a roll call vote with Tr. Stokebrand voting nay.

Tr. Baldauff moved, seconded by Tr. Bockhorst to prepare an RFP for strategic planning services and 2022 budget proposal for this service. Motion carries 5 – 0 by a roll vote.

President McKaig moved, seconded by Tr. Bockhorst to refer recommendation number one “build relationships and foster trust” is prioritized by the Village Board and Department Heads to support cohesion and the implementation of EDI initiatives to the Strategic Initiatives Standing Committee for further discussion. Motion carried 5 – 0 by a roll call vote.

c. Update on WisDOT Lake Drive reconstructions project. (8:12 p.m.)

President McKaig explained the WisDOT team was not able to attend this evening but will be attending August 2<sup>nd</sup>. Ms. Ewald explained President McKaig will be meeting Thursday, July 8 with Secretary Thompson with the Department of Transportation to discuss how the replacement of Lake Drive can be an alternative, meet the federal requirements and continue to adhere to the timeline and process.

Peter McAvoy, 3945 N Harcourt Place, Shorewood, 53211; expressed concerns about the proposed alternatives for Lake Drive. It's a concern for the Village as well as the neighboring communities.

5. Consent Agenda Items (8:53 p.m.)

- a. Accept Presentation of Accounts – July 6, 2021
- b. Consider regular Village Board Minutes – June 21, 2021
- c. Consider appointments for Parks and Public Spaces Committee
- d. Consider staff modifications
- e. Consider Special Event Application, Short Term Cabaret and Temporary “Class B” for the Shorewood Feast held by the BID on September 11, 2021.
- f. Consider Extension of Premise for Draft and Vessel for September 11, 2021 the Shorewood

Feast

- g. Consider approval of Park and Beach Permit application for Eastside Senior Services “Yoga in the Park” event, Saturday, August 21, 2021.
- h. Consider amended to Hubbard Park lease agreement
- i. Consider service and relationship agreement for audio and video improvements for meeting rooms.
- j. Consider Temporary Extension of Premise request for Bonobo American Bistro and Scout Wine Merchants for UEFA European Championship Finals Block Party, July 11, 2021.
- k. Consider Authorization to hire Police Officer

Tr. Bockhorst moved, seconded by Tr. Baldauff to approve the consent agenda. Tr. Stokebrand requested to remove item 5a. Motion carried 5 – 0 with item 5a removed.

- 6. Items Removed from the Consent Agenda (8:54 p.m.) –  
5a; Accept Presentation of Accounts – Tr. Stokebrand page 168, questioned if the 4<sup>th</sup> of July line item the Village paid \$6,300 for one entertainer. Mr. Burkart explained Sarah DeNeve worked with Professor Pinkerton to find the entertainment which was a total of seven groups for a total of \$6,300.

Tr. Stokebrand moved, seconded by Tr. Baldauff to accept the Presentation of Accounts for July 6, 2021. Motion carried 5 – 0.

- 7. Public Hearing(s) (8:56 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. (8:56 p.m.) – None
- 9. New Business

- a. Consider award of contract for streetlight cabinet replacement (8:57 p.m.)  
Ms. Butschlick explained this is the cabinet behind Lake Bluff School. The Village received two bids.

Tr. Bockhorst moved, seconded by Tr. Baldauff the award of a contract to Outdoor Lighting Construction Company, Inc. for the Lake Bluff Street Lighting Control Panel Replacement in the amount of \$67,150. Motion carried 5 - 0 by a roll call vote.

- b. Consider professional services agreement for engineering of 2022 alley reconstruction program. (8:59 p.m.)  
Ms. Butschlick explained the Village received three responses to the RFP; proposals were reviewed by Ms. Butschlick, Mr. Kolste and Tr. Ircink.  
Tr. Stokebrand questioned if Kapur would not have a lot of public contact. Ms. Butschlick explained Kapur would be the design engineer and provide construction inspection management services, that person would have significant public contact. She noted this is a different team than the Lake Drive program and those conversations are being answered by someone else as they are being directed by the client.

Tr. Stokebrand moved, seconded by Tr. Bockhorst authorization of a professional services agreement for the 2022 Alley Reconstruction Program engineering design and construction inspection services with Kapur, Inc. in the amount of \$105,585. Motion carried 5 – 0 by a roll call vote.

- c. Consider Ordinance 3026 – To Amend the Village’s Sanitary Sewer User Charge System Fees. (9:06 p.m.)  
Mr. Emanuelson explained the Finance Committee reviewed this in June.  
Tr. Stokebrand verified there was a sewer utility rate increase of 18% to begin on January 1,

2020. Mr. Emanuelson explained there is an incremental increase designed to gradually increase rates to support the construction of the southeast sewer project. This proposal is the second proposed increase. The volume increase is 27% and the flat rate fee is 8.5% combined impact of 23.9-26.9%. Tr. Stokebrand noted she would like the Village Board to keep in mind the Village has increased sewer and water fees when it comes time to set the tax levy.

Tr. Arndorfer moved, seconded by Tr. Bockhorst approval of Ordinance 3026 – To Amend the Village’s Sanitary Sewer User Charge System Fees as proposed. Motion carried 5 – 0 by a roll call vote.

- d. Consider authorization to hire Equipment Operator/Route Collector and Equipment Operator II. (9:11 p.m.)

Mr. Burkart explained DPW has two vacancies that need to be filled.

Tr. Bockhorst moved, seconded by Tr. Baldauff to authorize staff to hire for the Equipment Operator/Route Collector and the Equipment Operator II positions. Motion carried 5 – 0 by a roll call vote.

- e. Consider Policy 43 – Traffic and Parking Regulation Request Program. (9:16 p.m.)  
Mr. Griepentrog noted the Village does not currently have a defined procedure for this type of request. Various departments have received and handled them differently, the Village would like to work under the guide of Transportation and Parking Analysis to improve communication and standardize those request.

The Village Board agreed there should not be a fee associated with the application.

Tr. Stokebrand moved, seconded by President McKaig approval of Policy 43 – Traffic and Parking Regulation Request Program with modification of removal of the \$100 application fee. Motion carried 5 – 0 by a roll call vote.

- f. Consider Resolution 2021-18 – Amending the Fee Schedule relative to Policy 43 Traffic and Parking Regulation Request Program. (9:26 p.m.) – This item did not need to acted upon based upon the previous motion.

#### 10. Reports of Village Officials (9:26 p.m.)

- a. Village President – Attended Coffee with a Cop. Thanked the group who coordinated the 4<sup>th</sup> of July. Executive Crowley is coming for a tour of Shorewood. Thanked the Board at their 60-day mark.
- b. Village Trustees –  
Tr. Bockhorst commented the 4<sup>th</sup> of July parade was nicely attended and is happy with the first 60 days  
Tr. Baldauff remarked it’s been a great 60 days and enjoyed the 4<sup>th</sup> of July festivities.  
Tr. Stokebrand thanked DPW, PD and Tyler and Sarah for the great 4<sup>th</sup> of July activities.  
Tr. Arndorfer thanked staff and enjoyed the 4<sup>th</sup> of July activities.
- c. Village Manager –  
CDA Meeting 7/9 at 8:30 a.m. – Milwaukee County Plan on Equity

#### 11. Items for future consideration (9:36 p.m.) – none.

#### 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)(e) to confer with legal counsel for bargaining reasons regarding the police union agreement. (9:38 p.m.)

Tr. Stokebrand 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)(e) to confer with legal counsel for bargaining reasons regarding the police union agreement at 9:38 p.m. Motion carried 5 – 0.

The Board conferred on a request from the union associated with bargaining and provide direction to the Village Manager.

13. Adjournment.

Tr. Stokebrand moved and Tr. Baldauff seconded to adjourn at 10:04 p.m. Motion carried 5 - 0.

Respectfully submitted,

Sara Bruckman, CMC/WCMC  
Village Clerk