



MINUTES - SHOREWOOD BOARD OF TRUSTEES
Village Board Meeting
June 7, 2021

1. Call to Order

President McKaig called the meeting of the Village Board to order at 7:35 p.m.

2. Roll Call

Ms. DeWindt-Hall called the roll. Present via teleconference: President McKaig, Trustees Jim Arndorfer, Melissa Moore Baldauff, Tammy Bockhorst (8:12 p.m.), Arthur Ircink, Kathy Stokebrand and Wesley Warren.

Others Present: Village Manager Rebecca Ewald, Assistant Village Manager Tyler Burkart, Village Attorney Nathan Bayer, 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. DeWindt-Hall stated that the meeting had been posted and noticed according to law.

4. Special Order of Business (7:36 p.m.) –

- a. Equity, Diversity and Inclusion Update (7:37 p.m.) – President McKaig included an update memo on the Equity, Diversity and Inclusion work that has been taking place across the organization over the last four years and how we can strategize and keep the public informed of our progress. It will be a standing agenda item to share updates, seek input and take needed action and to invite our partners to join us at the Board level. Allowing our community opportunity to plug into our EDI work; help to develop an equity impact statement; and hold us accountable to our commitments. The Public Safety Committee will present an update on the Police Department organizational findings at the June 21 meeting which allows all Board members to hear information presented at committee as well as our community partners.

There were some concerns about adding this standing item to the agenda how it would affect meeting times—possible COW every meeting—and concerns about duplication and allowing these meetings to come about organically instead of coming from the top down and the other opportunities for this information to be shared, i.e. Citizens to be Heard and President’s Report.

5. Consent Agenda Items (7:50 p.m.)

- a. Accept Presentation of Accounts – June 7, 2021
- b. Consider regular Village Board Minutes – May 3, 2021
- c. Consider regular Village Board Minutes – May 17, 2021
- d. Consider Application for Special Privilege Approval for a loading zone at Metro Market, 4075 N Oakland Ave.
- e. Consider Application for Special Privilege Approval for outdoor seating in the sidewalk public right of way at Metro Market, 4075 N Oakland Ave.
- f. Consider Temporary Extension of Premise for Cloud Red, 4488 N Oakland Ave and Bonobo American Bistro, 4518 N Oakland Ave, for the 2021 Shorewood Criterium.
- g. Consider Short-Term Cabaret License for St. Robert Parish for June 10, 2021 for 8th grade movie celebration.

- h. Consider Parade Permit for the Badgerland Striders Milwaukee Lakefront Marathon, October 3, 2021.
- i. Consider Special Event Permit, Temporary Extension of Premise and Short-Term Cabaret License for Camp Bar, 4044 N Oakland Ave, Outdoor Packer Viewing Party, September 12, 2021.
- j. Consider Special Event Permit, Temporary Extension of Premise and Short-Term Cabaret License for Three Lions Pub, 4515 N Oakland Ave, UEFA European Championship Finals, July 11, 2021.

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

- 6. Items Removed from the Consent Agenda (7:51 p.m.) –
 - 5c) Consider regular board minutes – May 17, 2021. Trustee Stokebrand requested a correction to page 1, item 4, 2nd paragraph, 2nd sentence- “so take the double alley replacement and move it to 2022” not 2025; page 2, paragraph 7, last sentence, complete the sentence “however, the option to bond along with; and page 3, item 4a, the vote is missing on the motion.”

Tr. Stokebrand moved, seconded by Tr. Warren to approve the minutes of May 17, 2021 as corrected. Motion carried 6-0.

5d) Pg. 136 talked about a 55’ extension and the diagram in the application says 58’ just needed to clarify. Mr. Griepentrog stated that 58’ is correct.

Tr. Stokebrand moved, seconded by Tr. Warren to approve the agenda item 5d with the correction from 55’ to 58’. Motion carried 6-0.

- 7. Public Hearing(s) (7:58 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. (7:58 p.m.) –

Chuck Carlson, 2606 N Olive St. noted that he has been a member of the Police Commission since 5/2020. Attended the Public Safety Committee meeting earlier and Tr. Stokebrand called for the Police Commission to meet and he wholly supports that recommendation. Asked to convene a meeting of the Police Commission since he found out the Commission has a role to play in the police complaint process but has not been able to obtain a quorum. Publicly asking the PC to convene to discuss how the PC will use its statutory authority to be involved in the police complaint procedure.

- 9. New Business
 - a. Consider Resolution 2021-13: A Resolution Regarding the WDNR NR 208 2020 Compliance Maintenance Annual Report. (8:00 p.m.)
 - Ms. Butschlick presented an overview. This is an annual requirement. The Village scored an A; so there is no formal action required by the Board with the exception of passing the resolution documenting the fact that this was presented to you. Tr. Warren asked for some clarification regarding the numbers in the report matching up. Ms. Butschlick explained that a recent purchase of a larger, costlier piece of equipment resulted in the Village dropping below the formula recommendation in the equipment replacement fund.

Tr. Ircink moved, seconded by Tr. Arndorfer approval of Resolution 2021-13: A Resolution Regarding the WDNR NR 208 2020 Compliance Maintenance Annual Report. Motion carried 6- 0 by a roll call vote.

- b. Consider acceptance of proposal for ash tree removal (WDNR urban Forestry grant) (8:06 p.m.)

In 2020 staff submitted an urban forestry grant request which included allocation of funds related to ash removal issues. We received a portion of the grant which included the removal of 25 ash trees and replacement of 50 bare root trees. Now before the Board is a request to approve a contract to remove the 25 ash trees. Out-of-pocket costs will be reimbursed by the DNR. The grant total is ~\$35,000; it is a 50% match grant. The Village's match would be met by in-kind services and the State portion would fund the out-of-pocket expenses which the ash removal contract would be the largest portion of out-of-pocket expenses. The low bid (\$13,770) was Wallace Tree Care and staff has used this vendor and their work has been acceptable. The Village would pay upfront and be reimbursed. Village staff forestry labor would provide the Village's portion of the match grant. Questioned the wide discrepancy between the proposals—no identifiable reason known.

Tr. Stokebrand moved, seconded by Tr. Ircink acceptance of the proposal from Wallace Tree Care for the removal of 25 ash trees at a cost not to exceed \$13,770 to be reimbursed through the Village's 2021 WDNR Urban Forestry Grant. Motion carried 6-1 by a roll call vote with Tr. Bockhorst abstaining from the vote.

- c. Consider Emerald Ash Borer Plan Assessment Management level of service scenarios. (8:13 p.m.)

On May 3, the Public Works Committee evaluated two (2) earlier documents which laid out a path for the Village to address its response to a future threat of EAB infestation. The review was focused on the three (3) service level options outlined in the plan. The Committee came to consensus that appropriate level of service at this point is Level B; which changes the threshold of chemical treatment of ash trees from 8" diameter to 12" diameter and that any ash tree not being treated be removed over a period of three (3) years. The table on page three in the memo outlines how Level B service would be implemented in comparison to Level C service. It includes an estimated removal cost of trees which cannot be done with staff so would have to be outsourced. It estimates the chemical treatment cost for ~400 remaining trees. Maintenance of ash trees will continue; this is just a start. We currently have 1387 ash trees; after the 225 (16%) are removed, there are still 1122 remaining that will require continued chemical treatment for life.

Concerns about the removal of the legacy ash trees; are there some trees that are worth saving despite the cost. Currently only ash trees with diameters of 12" or less are being removed. The conversation will take place at Board level when decisions affecting larger trees have to be made.

Chemical treatment is not sustainable, so we still need a long term solution/plan; this is just the first step in a long process.

Tr. Ircink moved, seconded by Tr. Bockhorst that Service B (medium) be designated the preferred level of service for the Village's ash management through 2024. Motion carried 7 – 0 by a roll call vote.

- d. Update and possible consideration of alternative bags for dog waste stations. (8:37 p.m.)
Mr. Burkart noted that the cost of non-plastic, compostable bags is \$1000 more than the donated \$750 for plastic bags. There are three (3) options: 1) go back to the original proposal for using plastic bags; 2) commit to additional funds for the non-plastic bags and including this in future budgets or 3) not to accept the donation if the program cannot be sustained with options 1 or 2; 3) use the plastic bags for a trial period and budget funding. Donor noted that compostable bags are only compostable if they are discarded correctly and throwing the bags

in the garbage is the not the proper way. The advantage of using a compostable bag is it is not made of plastic so you would at least not be introducing new plastic into the environment. Discussed the difference between bio-degradable and compostable, bio-degradable breaks down much faster than traditional plastic or compostable; concerns because the program doesn't include receptacles to deposit the waste bags; future funding for the bags; create an adopt-a-station program.

Tr. Stokebrand moved, seconded by Tr. Ircink to decline the donation to fund a dog waste station program.

Comments on the generosity of the donors and not discouraging people to give back to the community and the need to make a decision.

Tr. Bockhorst moved, seconded by Tr. Warren to call to question. Motion carries 6-1.

Motion failed 3-4 on a roll call vote, with Trs. Baldauff, Bockhorst, Warren and McKaig voting nay.

Tr. Warren moved, seconded by Tr. Baldauff to use plastic bags for the 2021-2022 trial period for the dog waste station program. Motion passed 4-3 on a roll call vote with Trs. Ircink, Stokebrand and Arndorfer voting nay.

Comments on the effect of single use plastic bags and the environment and the three resident comments received that were not in favor of the dog waste bags.

- e. Consider Resolution 2021-14 and MOU on Marketing and Communication Program. (9:06 p.m.)
Mr. Burkart introduced this item; there are two actions for consideration: the resolution and the MOU. Two committees: Advisory (5 members with marketing background who provide advisement and guidance on marketing for the community partners and their initiatives and 3 ex-officio members (staff) who do some of the communication for the partners) and Leadership (comprised of each of the community partners, an elected official, a staff member (executive director or appointee). Marketing and Communication documents are out-of-date with current practice and need approval of the administrative updates to bring it into alignment with current practice. The resolution is adopted by the Village and then each of the partners adopt the MOU.

Tr. Arndorfer recused himself from the discussion due to his wife's role with the *Shorewood Today* magazine. Comments on number of different committees; preference for an uneven number of members. Only real changes are adding the Shorewood Foundation's two members on the Leadership Committee and reducing the number of committees from three to two. Tr. Stokebrand asked if the meeting is posted and if there are minutes and are the minutes online. Mr. Burkart clarified that this is not a Village committee so the minutes are not posted. Pres. McKaig stated that we will look how best to make these minutes available to the public.

Tr. Warren moved, seconded by Tr. Bockhorst to approve Resolution 2021-14 and MOU on Marketing and Communication Program with the noted corrections.

Pres. McKaig noted two additions to the MOU. Under #3 for the Shorewood Foundation add, "receives updates from the Marketing and Advisory Committee as needed" and for the CDA under #4 add that same language. Mr. Burkart agreed to post the minutes of the Marketing Leadership Committee on the website if that is the will of the Village Board. Motion carried 6 -1, with Tr. Arndorfer abstaining.

- f. Consider Shorewood Today Contract Extension for 2022-2023 (9:20 p.m.)
Through the RFP process in 2018, MB Marketing was approved for a 3-year contract (2018-2021). Purchasing policy allows for a two-year contract extension as long as the contract is within the five-year period of having to go out for RFP. Marketing Leadership Committee approved receiving a proposal from MB Marketing and approve the proposal. The Village Board is the fiscal agent and needs to approve.

Commented that all the partners were in favor of the proposal. Comments regarding the timeliness of the magazine's information; the need to better use technology to communicate news and information to our residents; concerns about EDI goals with regard to the contractor demographic; suggest ways to increase sign-up for Village Manager's weekly memo; *Shorewood Today* is important to the community; Tr. Baldauff offered to discuss at Strategic Initiatives Committee level to insure that those without access to technology can receive information as well.

Tr. Ircink moved, seconded by Tr. Bockhorst to approve the service agreement with MB Marketing Solutions to create and publish the Shorewood Today Magazine for 2022 and 2023. Tr. Stokebrand requested to amend the motion "to keep the funding at the 2021 level." Amendment failed for lack of a second. Motion carried 5-1-1 by a roll call vote with Tr. Stokebrand voting nay and Tr. Arndorfer abstaining.

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

a. Village President –

i. Proclamation for June Monarch Month

Tr. Baldauff read the proclamation

ii. Update on 6/1 Plan Commission

Special exception for parking was remanded back to the Plan Commission; it was granted with a vote of 5-2. Ideas/Suggestions received from residents will be shared with Catalyst. Will work with staff to insure that we capture the input for future projects, esp. related to affordable housing. Continues to reach out

b. Village Trustees –

1. Tr. Warren noted that the SHS Drama "Working" runs June 6-16th as streams at 7 p.m.

2. Tr. Ircink noted that the work at Triangle Park is underway

3. Tr. Bockhorst congratulated graduating seniors; recommended reading the Municipality; next Plan Commission meeting at the end of the month to discuss another exception.

4. Tr. Arndorfer – excited about engaging with the community/residents

5. Tr. Baldauff – recognized that June is Pride Month

6. Tr. Stokebrand – participated in their last EDI meeting and then a workshop in July.

c. Village Manager – None

11. Items for future consideration (9:53 p.m.) –

Tr. Warren moved, seconded by Pr. McKaig to hold a COW, including the Police Commission, to discuss the future role and possible expansion of that role. Motion carried 7-0 on a roll call vote.

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.

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.) (9:59 p.m.)

Tr. Warren moved, seconded by Tr. Baldauff 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 9:59 p.m. Motion carried 7 – 0 by a roll call vote.

13. Adjournment.

Tr. Stokebrand moved and Tr. Ircink seconded to adjourn at 11:11 p.m. from closed session Motion carried 7 - 0.

Respectfully submitted,

Sara Bruckman, CMC/WCMC
Village Clerk