



## VILLAGE OF FOX POINT

MILWAUKEE COUNTY

WISCONSIN

VILLAGE HALL

7200 N. SANTA MONICA BLVD.

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**To:** The Honorable Members of the Fox Point Village Board

**From:** Scott A. Botcher, Village Manager

**Date:** February 2, 2018

**Re:** **Administrative Report for the Week Ending February 2, 2018**

### ADMINISTRATION

1. Staff prepared, generated and delivered Monday, February 5, 2018 Plan Commission agenda and packet.
2. Staff received and signed for Spring Primary Election ballots from Milwaukee County Election Commission printer on Monday, January 29, 2018.
3. Absentee Ballots were mailed or emailed out for all requests on file on January 30, 2018, by staff.
4. Spring Primary Secured DS200 media drives were picked up by Milwaukee County Election Commission and signed off on by staff; Secured/sealed DS200 media drives were returned and signed off on after being reprogrammed late January 31, 2018.
5. DS200 Scanner Tabulator voting equipment was pre-tested for Spring Primary a second time, following the return of the media drives on Friday, February 2, 2018.
6. Election Inspector Training was held by staff on Thursday, February 1, 2018 from 3:30 until 5:15 p.m. in Schwemer Hall.
7. Preparations for Spring Primary in-person absentee voting were made by staff this week.
8. **2018 Spring Primary In-person voting begins at Village of Fox Point Village Hall on Monday, February 5, 2018 and runs through Friday, February 16, 2018; check the hours posted or village of fox point website [www.villageoffoxpoint.com](http://www.villageoffoxpoint.com) for more information.**
9. Chargebacks were generated and mailed out by staff as required by state statutes on Friday, February 2, 2018.
10. Staff met with Ruekert & Mielke, Inc. regarding building permit software.
11. Staff attended a demo/conference call with Civic regarding building permit software.
12. Staff prepared and attended Building Board on Friday, February 2, 2018.
13. Pool Employment applications are starting to come in. **Fox Point is looking for qualified candidates to fill the vacant Pool Manager and Assistant Pool Manager positions for the 2018 pool season. Life Guards and Front Box applications are being accepted as well.** Candidates should contact Assistant Village Manager, Michael Pedersen, at [mpedersen@villageoffoxpoint.com](mailto:mpedersen@villageoffoxpoint.com) if interested. Job descriptions and application materials can also be found on the Village website at: <http://villageoffoxpoint.com/328/Employment>

**DEPARTMENT OF PUBLIC WORKS**

1. Staff met with We Energies to discuss the 2018 capital improvement project along Club, Lilac and Poplar. We Energies will be replacing a portion of their gas mains in the area and this was the preliminary meeting to coordinate our design with their planned activities. Additional meetings will be held after the bid opening.
2. The bid opening was held for the Goodrich Lane Ravine project. Bids ranged from approximately \$337,000 up to \$614,000. The Village is also set to receive up to \$180,000 in grant funding for the project. It is anticipated that the project will be awarded at the March Village Board meeting.
3. Staff met with Michels Corp regarding the 2017 Navajo/Seneca project and damage from a water service lateral that appears to have not been installed properly. Staff will be meeting with Michels and their subcontractor in a couple of weeks to explain what actually happened in the field during our dig (when staff thought it was a water main break).
4. Staff prepared an update letter to MMSD based on the peak flow noncompliance letter received August 2014. The update letter identifies activities done to reduce flow (predominantly clear water flows) in the sanitary sewers in portions of the Village.
5. Staff responded to a water main break in the 7200 block of North Beach Drive.
6. Staff has been following up with Michels and residents on Lake Drive regarding electrical work that needed to be checked as part of the water service lateral installation last fall.
7. Water utility staff continue with meter reading and meter swapping.
8. Assistant Director has been busy working on many HVAC issues at the PD and Village Hall, preparing contract documents for this year's packer purchase, ordering a new panic bar for Longacre Pavilion (one does not work), addressing a problem with the phone lines at the lift station and other miscellaneous tasks.
9. Staff have completed ash removals and have moved on to tree trimming and pruning - particularly along the route for this year's construction project.
10. Sewer cleaning began and will continue for the next month to two months.
11. Staff is also assisting with election activities and responded to a salting event this past Sunday.

**POLICE DEPARTMENT**

1. On January 26, 2018 at 8:51 am, an officer responded to the 100 block of East Good Hope Road for a report of a burglary. The officer met with a citizen who reported that tools were taken from the residence by an unknown person without permission. The investigation remains open as the officer conducts interviews with possible suspects.
2. On January 27, 2018 at 3:15pm, officers responded to Best Buy, 8755 North Port Washington Road, for a trespassing complaint. Officers met with the store manager who advised that a subject was in the store after his consent to be on the property had been revoked. Officers recognized the subject from the prior contact and confirmed that he understood he was not allowed on the property. The subject was arrested for trespassing and transported to the station. The subject was released after booking and ordered in to the municipal court.

3. On January 29, 2018 at 7:00pm, an officer met with a resident at the police station regarding the fraudulent use of their credit card. The resident reported their wallet stolen earlier in the day and the credit card transactions occurred at two different locations in Milwaukee. The investigation remains open as the officer reviews surveillance video from the stores and meets with officers from the associated jurisdictions to possibly identify the suspects.
4. On January 31, 2018 at 7:39am, an officer on patrol observed the stop sign at the intersection of Indian Creek Parkway and Dean Road had been knocked over. The officer observed tire tracks in the grass indicating that a car had left the roadway and struck the sign, leaving the scene of the accident.
5. On February 2, 2018, Fox Point hosted the District 1 Municipal Court Clerks meeting and Administrative Assistant Kubiak presented information to the group on records retention and open records.
6. Officers increased patrols during the morning hours for possible auto thefts. The theft of cars running with the keys in the ignition has increased in the North Shore since the beginning of the year. ***Please lock your vehicles at night and DO NOT leave the car running unattended to warm up.***

## **NORTH SHORE HEALTH DEPARTMENT**

### **Did You Know?**

Substance abuse refers to a set of related conditions associated with the consumption of mind- and behavior-altering substances, such as drugs and alcohol that have negative behavioral and health outcomes. Substance abuse has a major impact on individuals, families, and communities. The effects of substance abuse significantly contribute to social, physical, mental, and public health problems. In the North Shore and in Wisconsin most deaths are associated with multiple drug use, including heroin, opioid medications, depressants, anti-anxiety and antidepressants, alcohol, and other substances.

People can become addicted to illegal drugs and to drugs that doctors prescribe such as painkillers like morphine or oxycodone. People can also become addicted to things they may not think of as drugs, such as alcohol and the nicotine in cigarettes. Some drugs may cause addiction more easily than others. If you think you may have an addiction, take a step towards breaking that addiction by following some of these tips:

- **Commit to quitting**- once you decide to quit, make a plan to make sure you follow through
- **Get help from your doctor**- Your doctor can give you support and help you find a treatment program that meets your needs. Your doctor can also treat withdrawal symptoms and other problems that you may have as you recover from your addiction.
- **Get support.** Ask your family and friends for support. You can also view resources in our Heroin, Opioid, and Prescription Drug Information and Resource Guide at: <http://www.nshealthdept.org/heroin>

Please join us tonight, January 30<sup>th</sup> at 5:30pm for Stairway to Heroin at Shorewood High School to learn how you can be part of the solution to this ever-growing concern in our community. View event details here <http://www.nshealthdept.org/Portals/NsHealthDept.org/sth.pdf>

For more information visit: <https://www.drugabuse.gov/> , <https://www.niaaa.nih.gov/>

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**SPECIAL MESSAGE**

It’s time for the Community Health Survey!

Every three years, the health care systems and public health departments in Milwaukee County partner to gather information on the health and health behaviors of our residents. 2018 is the third year of the cycle, so a survey year. Phone calls will begin on January 8<sup>th</sup>. If your landline or cell phone shows a 414 area code number from “Management Decisions,” please answer the call and help us gather data to increase our knowledge and focus our resources on health issues.

**What is the North Shore Health Department working on?**

NSHD staff are members of the Milwaukee County Hoarding Taskforce. The Taskforce’s mission is to raise awareness of hoarding by developing collaborative efforts of local services and resources. The Taskforce’s website has a list of resources for people who want help or need more information. The website also has information on support groups for people who suffer from Hoarding Disorder and for people concerned about a family member or friend who suffers from Hoarding Disorder. For more information visit, <https://milwaukeehoarding.weebly.com/resources.html>.

**Upcoming Immunization Clinics** (appointment required) - Please call the North Shore Health Department for an appointment at 414-371-2980.

Thursday, February 8th 3-4:30 p.m., Shorewood

Tuesday, February 13th 10-11:00 a.m., Brown Deer

Tuesday, February 20th 7:30-9 a.m., Shorewood

Wednesday, February 21st 3:30-4:30 p.m., Brown Deer

Tuesday, February 27th 3:30-4:30 p.m., NS Library

**Upcoming Adult Health Clinics** (appointment required) – Blood analysis for cholesterol, glucose and triglycerides, blood pressure, weight check and a nurse consultation. Please call the North Shore Health Department for an appointment at 414-371-2980.

Wednesday, February 21<sup>st</sup> – 8:00-10:00am-Brown Deer

Tuesday, February 27<sup>th</sup>- 8:00-10:00am- Shorewood

Wednesday, March 21<sup>st</sup> – 8:00-10:00am- Brown Deer

Tuesday, March 27<sup>th</sup> – 8:00-10:00am- Shorewood

Upcoming Blood Pressure Screening (walk-ins welcome – no appointment necessary)

Wednesday, February 7th 12:15-1:00 p.m. Dolan Center

Tuesday, February 13th 1:30-2:30 p.m., Lydell Community Center

Wednesday, February 28th 3:30-4:30 p.m., Shorewood office

For the most up-to-date information on upcoming clinics and screenings, visit the Clinics page of our website at: <http://www.nshealthdept.org/Clinics>