



## VILLAGE OF FOX POINT

MILWAUKEE COUNTY

WISCONSIN

VILLAGE HALL

7200 N. SANTA MONICA BLVD.

FOX POINT WI 53217-3505

414-351-8900

FAX 414-351-8909

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

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

**Date:** March 15, 2019

**Re:** **Administrative Report for the Week Ending March 15, 2019**

### ADMINISTRATION

1. Fox Point is looking for a Pool Manager and Assistant Pool Manager for the 2019 Pool season. If you know someone that might be interested, please have them contact Fox Point Village Hall.
2. Applications for Lifeguards and Front Box Staff are also being accepted. Application forms can be found on the Pool section of the Village's website.
3. Clerk Office met with two vendors regarding a new leased postage machine; the current lease ends in June of 2019.
4. Clerk's Office attended Wisconsin Election Commission (WEC) Badger Book Webinar, Post-Election Tasks on Tuesday.
5. Clerk's Office attended WEC Badger Book Webinar, Hardware Set-up on Thursday.
6. April 2, 2019 spring election pre-test of election equipment was completed by Clerk's Office on Thursday morning.
7. The arrival of April 2, 2019 regular and sample ballots from Milwaukee County to Fox Point Clerk's Office was Thursday.; absentee ballots arrived last week for mailing to applications on file.
8. Village Auditors Baker Tilly Virchow Krause completed the audit with staff's assistance this week.
9. April 2, 2019 spring election in-person absentee voting begins on Monday, March 18, 2019 and runs through March 29, 2019 during office hours of Monday-Thursday 8:00 a.m. until 4:00 p.m. and Friday 8:00 a.m. until 12:00 p.m.; **extended hours are being offered on Thursday March 28, 2019 8:00 a.m. until 5:00 p.m. and Friday, March 29, 2019 8:00 a.m. until 5:00 p.m.**
10. Plan Commission items are currently being coordinated for the April 1, 2019 meeting by staff.
11. Resolution 2019-08, Resolution of Necessity was mailed certified on Thursday for filing with the Milwaukee County Clerk.
12. Wisconsin Election Commission reported Badger Book Electronic Poll Books are due to arrive in the Fox Point Clerk's Office Friday afternoon, March 15, 2019 or Monday, March 18, 2019; Badger Books will be in use at the April 2, 2019 Spring Election.
13. Staff met with cash management specialists to discuss opportunities for enhanced cash management.

14. Staff met with Safe Built to discuss renewal of annual contract.
15. Village Manager attended North Shore Water Commission meeting.
16. Staff met with another firm regarding Village space needs assessment.
17. Staff facilitated monthly Village Board meeting.
18. Village hosted monthly North Shore Fire Department meeting.
19. Village Manager attended monthly North Shore Managers meeting.
20. Manager attended 2019 Preconstruction Conference.

### DEPARTMENT OF PUBLIC WORKS

1. Weather is the key word for the week – while we were all excited to see spring finally return, it does lead to some issues:
  - a. Staff has been busy thawing culverts throughout the Village to reduce the flooding impacts in the ditches and out onto the roads. While thawing the culverts, staff discovered some culverts that were in very poor condition and we are looking to replace them over the next couple of months. One that is planned to be replaced next week is at Lombardy and Yates as the culvert collapsed and water is only able to flow through stone that was put down in its place.
  - b. With the frost coming out of the ground, we have experienced another rash of water main breaks. So far this week, there are four that have been (or are being) repaired: 7805 North Beach (Tuesday – a walker noticed the leak on Monday and informed the garbage collectors on Tuesday), 200 West Dean (repaired on Wednesday), 708 East Green Tree (repaired Thursday), and 155 West Bergen (being repaired today – Friday).
  - c. The rapidly melting snow combined with the rain also lead to flooding in the basement of Longacre Pavilion on Thursday. As a temporary fix, a trench was dug from the southwest corner of the pavilion/walk area to the skating rink. Staff is currently cleaning the mud and debris in the basement and will be reaching out to the LX Club and Boy Scouts regarding potential damage to materials they had stored on the floor of the pavilion.
  - d. Staff is also busy patching potholes – two areas in particular are really bad: all along Calumet and on Santa Monica between School Road and Yates Road.
2. A preconstruction conference was held with Wood Sewer and Water (our 2019 contractor for Calumet reconstruction and the short portion of water main being replaced on Bergen), We Energies, staff and our consultant. We Energies is scheduled to start work on or about March 25<sup>th</sup> and anticipates about 5 weeks' worth of construction and Wood is anticipated to start construction on April 15<sup>th</sup>. At present, Wood anticipates working four 12-hour days with one crew but may be adding another crew to the mix. A Public Information Meeting is currently scheduled for March 28<sup>th</sup> at 6 pm and a letter will be sent to residents along Calumet next week to inform them of the meeting.
3. The Assistant Director has been working on and/or coordinating a number of different items:
  - a. Work on the pavilion to add circuits to accommodate the new election poll books was completed.
  - b. Work is also being done on one of the furnaces at the pavilion as it was not working properly.

- c. A new sensor was set up at Village Hall so that the temperatures could be read closer to staff rather than in the hallway by the elevator. The hope is that this will more accurately reflect the temperatures experienced by staff and better balance the heating/cooling.
  - d. Chased issues associated with the dialer at Lift Station No. 1 – which appears to occur during wet weather and may be related to aging cable within AT&T's lines. AT&T did repair four sections of line and the dialer appears to be working again but we are looking into a quote for a wireless dialer.
  - e. Discovered leaks in the roof above the DPW garage and will obtain quotes to repair once the snow completely melts off the roof.
  - f. Will be obtaining quotes for the backhoe/loader replacement next week and have a recommendation to the Village Board for the April meeting.
  - g. Worked with the mechanic on scooter issues, brake repair, PM's and equipment maintenance, and fuel issues.
4. Water utility was also busy with locates, addressing audit issues and continuing with the PSC report.
  5. DPW staff was also busy collecting yard waste, ash tree removal, hauling fill and assisting with election related matters.
  6. Staff corresponded with stakeholders related to the vacant lot on Greenvale.

#### POLICE DEPARTMENT

1. Officers conducted a traffic stop that resulted in the arrest of the operator after being stopped for an arrest warrant. The officer conducted a query on the vehicles license plate which showed a body-only warrant from the Oconto County Sheriff. The operator was arrested and transferred to the Milwaukee County Criminal Justice Facility.
2. Officers conducted a traffic stop for a speeding violation which resulted in the arrest of the driver for an outstanding warrant through the Milwaukee County Sheriff.
3. Officers conducted a traffic stop at 6:06 am for a defective headlight which resulted in the arrest of the driver for OWI first offense. The driver displayed signs of impairment while speaking with the officer and was arrested after completing field sobriety tests. The driver provided a breath sample at the station which showed more than twice the legal limit. The case will be referred to the municipal court.
4. Officers responded to a personal injury motor vehicle crash that required the temporary closure of North Port Washington Road. The drivers were evaluated at the scene by paramedics and the cars towed due to damage.
5. Staff met with information technology (IT) vendor regarding security concerns and equipment upgrades.

#### NORTH SHORE HEALTH DEPARTMENT

##### Did you know?

March is National Nutrition Month! Nutrition is a key to better health. The North Shore Health Department recognizes the importance of good nutrition in its current (2015-19) Community Health Improvement Plan (accessible at <https://www.nshealthdept.org> in the "Reports" tab) as it

relates to chronic disease prevention and control. In addition, our 2019-2023 Plan also includes Nutrition and Physical Activity as a priority area.

The following nutrition tips are shared from the Academy of Nutrition and Dietetics.

1. Eat Breakfast: Try a parfait of low-fat yogurt, fruit and whole grain cereal.
2. Make Half Your Plate Fruits and Vegetables: Make 2 cups of fruit and 2 and ½ cups vegetables your daily goal. Experiment with different types-fresh, frozen and canned.
3. Watch Portion Sizes. Get out the measuring cups and see how close your portions are to the recommended serving size.
4. Drink More Water. Quench your thirst with water instead of drinks with added sugars. If you wait until you are thirsty to drink water, you may already be dehydrated.
5. Enact Family Mealtime. Plan to eat as a family at least a few times each week. Turn off the TV and phones to encourage mealtime talk. Get the kids involved with meal planning and cooking and use this time to teach them about good nutrition.
6. Slow Down at Mealtime. Don't eat on the run. Try to sit down and focus on each bite. Dedicating time to enjoy the taste and textures of foods can positively affect your food intake.

Learn more about nutrition at the CDC's website: <https://www.cdc.gov/nutrition/>

#### What is the health department working on?

The North Shore Health Department and North Shore Fire/Rescue completed the Stepping On workshop at Parkside Commons in Glendale. This is an evidence-based program that helps older adults reduce their fall risk by 30% or more. Falls remain the leading cause of injury related hospitalizations and death for adults over age 65. Additional workshops are planned for the North Shore. Call the North Shore Health Department at 414-371-2980 for the dates of our next workshops.

A Public Health Nurses attended the local STI meeting, hosted by the City of Milwaukee Health Department. The meeting focused on developing a strategic plan to combat the high rate of sexually transmitted infections (STI) in the metro Milwaukee area. The meeting allowed for local agencies to collaborate together, creating proposed implementation strategies.

The Health Director participated in a meeting coordinated by Impact 211 to help improve the agency response during a community crisis. This meeting was convened as a result of the recent snow and cold weather emergencies.

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

Tuesday, March 19th 7:30-9:00 a.m., Shorewood

Wednesday, March 20th 3:30-4:30 p.m., Brown Deer

NO Northshore Library Clinic in March

Tuesday, April 9th 10-11:00 a.m., Brown Deer

Upcoming Adult Health Clinics (appointment required; 8-10:00 a.m.) – 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, March 20th, Brown Deer

Tuesday, March 26th, Shorewood

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

Wednesday, March 27<sup>th</sup>, 3:30-4:30, Shorewood

Thursday, March 28<sup>th</sup>, 12:30-1:00, LX Club (WFB Women's Club, 600 E. Henry Clay St.)

Wednesday, April 3<sup>rd</sup> 12:15-1:00, Lois & Tom Dolan Community Center (4355 W. Bradley)

Tuesday, April 9<sup>th</sup>, 1:30-2:30, WFB Sr. Center (5205 Lydell Avenue)

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