



## VILLAGE OF FOX POINT

MILWAUKEE COUNTY

WISCONSIN

VILLAGE HALL

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

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

**Date:** April 3, 2020

**Re:** **Administrative Report for the Week Ending April 3, 2020**

### ADMINISTRATION

1. Absentee ballots can be dropped off at Village Hall in the drop box just outside of the front door.
2. Staff continues to work 12-14-hour days preparing for the ever-changing election and absentee ballot situation. Thank you for everyone for their patience.
3. Staff participates in multiple conference calls daily concerning various aspects of the COVID-19 response.

### DEPARTMENT OF PUBLIC WORKS

1. Congratulations to Shawn McCarthy who announced his retirement after 27 plus years of service to the Village of Fox Point. His last day with the Village will be April 16. We wish him well in his future endeavors and certainly appreciate his years of service to the community.
2. Staff received quotes for the three pieces of equipment budgeted for 2020: a pickup truck to replace Truck No. 19, a one-ton dump truck to replace Truck No. 7 and a new tandem dump truck (Truck No. 43). The budget for all three pieces of equipment is \$240,000 and, though we need to conduct some follow up with the vendors, it appears we will be under budget on all three.
3. Staff is receiving quotes to paint the trim and doors around Village Hall, the guardrails (on Fox Lane and Indian Creek), and bridge railings (Point, Regent, Dean). We may be slightly over budget (total of approximately \$30,000 budgeted for the work) due in part to the fact that we are electing to have the guardrails electrostatically painted as this process allows the paint to adhere much better to galvanized metal.
4. In the past week, we've had two scooters break down – one had a wheel fall off and the other has a transmission/clutch problem. Parts for the scooters are becoming difficult to come by and the mechanic, superintendent and foreman have been researching available options (as it appears Cushman no longer makes the scooters we've used in our collections process). While certainly not ideal, it is possible that at some point in time in the near future up the drive collection of garbage may become exceedingly challenging – not from a labor perspective but from an equipment perspective. Our current contract with Waste Management (which handles the recycling collection) expires at the end of

2021 and it is anticipated staff will have more information on scooter options and costs as we begin budget preparations for 2021 and beyond.

5. Congratulations to Torrey Wiedmeyer, DPW Laborer, who successfully passed his CDL test last Friday.
6. Staff received the State Municipal Agreement for Barnett Lane, which will reimburse the Village approximately \$40,000 in costs associated with the paving work, and plans to have a bid opening for the paving portion of the project on April 30.
7. DPW and mechanic staff have also been assisting with the preparations for next week's election and are currently making plexiglass shields for all of the tables.
8. DPW staff continue with painting our white posts, ward pruning, cleaning the rain garden on Spooner, trimmed the trees in the pool parking lot, cleaned up around the flagpole at Longacre, repaired the chipper and evaluated a manhole structure (storm) on Navajo and Cherokee (it will be rebuilt this spring/summer).
9. Water Utility staff are flushing dead ends, performing an acoustic survey of the fire hydrants in the Village looking for potential leaks, working with the meter reading vendor to update the software to be compatible with Windows 10, performed a number of utility locates, planned for a hydrant relocation on Longacre, and have been updating GIS data.

#### POLICE DEPARTMENT

1. Officers responded to a request for assistance from the Bayside Police Department after a vehicle was reported stolen and numerous people were in the area entering unlocked autos. The officers were able to assist in affecting several arrests for juveniles involved in the thefts. The case will be handled by the Bayside police department.
2. Officers continue patrol and traffic enforcement activities even with the decreased volume of traffic. Drivers who are traveling for essential purposes must continue to follow the traffic laws for the safety of all road users. Officers found people blatantly violating the law due to the decreased traffic volume going 57 and 59 in a 35 during the week and issued citations for the municipal court.
3. Staff continue regular meetings with other local and county officials to plan and respond to issues arising from the virus.
4. Officers have responded to a few reports of Safe at Home order violations and provided education to the offenders. Most of the reports were minor and involved playing team-based sports by juveniles.
5. Officers responded with North Shore Fire Rescue for an EMS call after a tree fell on the subject who was cutting it down. The subject was initially trapped by the fallen tree and was removed prior to first responder's arrival. The subject was transported to the hospital for treatment and the incident was investigated for possible workplace safety violations. The matter will be referred to OSHA.

*As the Safe at Home order continues, please take this time to review some personal crime prevention opportunities at home. **Lock your cars at night and keep the keys in the home.***

#### NORTH SHORE HEALTH DEPARTMENT