



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: January 13, 2023

Re: **Administrative Report for the Week Ending January 13, 2023**

ADMINISTRATION

1. Village Staff facilitated the Village Board meeting on January 10, 2023.
2. Village Staff facilitated the Building Board meeting on January 11, 2023.
3. April 4, 2023 Spring General Election municipal candidates were entered into the voting software by the Clerk's Office.
4. Preparations for the mailing of the Spring Primary Election absentee ballots were being made this week by the Clerk's Office.
5. January 2023 tax settlement for the tax year 2022 was completed prior to the deadline by the Treasurer's Office.
6. Village Manager attended North Shore Water Commission meeting.

DEPARTMENT OF PUBLIC WORKS

1. The Beach Drive fourth quarter 2022 report was completed and submitted to Wisconsin Emergency Management. Expense reimbursement of approximately \$11,000 was requested and it was noted that there will be cost overruns due to the economic conditions of the last couple years. In the report, any additional financial assistance available was requested and in mid-December were made aware that they may allocate surplus funds (however small they may be) from other projects to our project.
2. A request for reimbursement for the green infrastructure storm water work on Bywater, Boyd, Links and Portage was submitted to MMSD in the amount of approximately \$256,000.
3. Staff met with MSA staff on Wednesday to perform a preconstruction site walkthrough. Drone images were captured of the shoreline and MSA staff took video and photos of physical features along the road (mailboxes, driveway approaches, trees, etc.) to document preconstruction conditions.
4. DPW staff have been busy with the following:
 - a. Assisting Waste Management with recycling collections. This, as many residents are aware, has been a recurring issue for the last 6-9 months. We were recently issued a credit of nearly \$60,000 and will be deducting approximately \$30,000 from upcoming invoices as a result of their failure to timely collect recyclables.

- b. Ward pruning in the northwest portion of the Village as well as renewal pruning on trees planted in 2017 and 2020.
 - c. Responded to two salting events.
 - d. Began sewer cleaning which will continue for the next month or so.
5. Water utility staff:
 - a. Staff is performing research on the water service laterals south of Bradley and west of Port Washington Road that serve Glendale homes. The laterals are fed off a Fox Point water main that was installed in the early 1960's but we have no documentation of the location of the laterals or curb stops and believe they are owned by Glendale. This research is being done as a result of a lateral being hit by KS Energy while installing a gas main in that area and determining who has the financial responsibility for the repairs made by Fox Point staff.
 - b. UPI completed a tie-in of Glendale's new water main on Port Washington Road to the Fox Point 16-inch main. Complications arose during the work requiring our 16-inch main to be shut down so that the contractor could install the valve and new fittings. After the work was completed, Village staff flushed hydrants in the area until the main ran clear. This did, however, lead to a few property owners experiencing air in their lines which water utility staff addressed on Wednesday.
 - c. As noted last week, staff discovered a leak on the lateral owned by MMSD from Thorn Lane down to their lift station. The water is used for a toilet and wash sink and was shut off at their request. Their contractor is currently evaluating options to install/repair the lateral to the lift station.
6. In the shop:
 - a. Mechanics are performing preventative maintenance on Truck 25, the salt trucks, and the loader.
 - b. Staff will be ordering the new wheel loader after the Board approved the purchase Tuesday night.
 - c. Staff will be taking delivery of the new water utility van in the next month or so. Most of the work is completed on the van.
7. Staff began preliminary work on two requests for proposals/quotes: one RFQ will be sent to tennis court contractors for resurfacing of the courts in Fox Point and an RFP will be sent to engineering consultants for the stormwater work to be designed for future capital projects (storm sewer jete, Beach hill drainage, and Manor Lane retaining wall).

POLICE DEPARTMENT

1. Officers responded to a report of sexual assault after a citizen came into the station and reported that they were touched inappropriately by a medical provider. The officer's investigation remains open and will be reviewed by the district attorney.
2. Officers responded to a welfare check after family members reported suicidal statements made by another family member. The officers checked the welfare of the subject and found no evidence to support taking the person into protective custody immediately. The officers referred the case to the Milwaukee County crisis response team for follow-up and services to assist the subject. The crisis team met with the subject and determined the

- threats were ongoing and more significant. The crisis worker took the subject into protective custody for mental health issues.
3. Officers assisted the Fox Point Water Utility who executed an inspection warrant for possible theft of services. The officers helped at the property and will investigate possible charges against the property owner if tampering can be identified.
 4. Officers assisted the Village Clerk with a possible election fraud investigation. The investigation will be handled cooperatively with the Clerk and District Attorney.
 5. Officers responded to a report of theft after a resident noticed money had been taken without permission. The investigation is ongoing as suspects are identified.
 6. Officers responded to a retail theft complaint at Walgreen's for a subject who placed items in a shopping cart and exited the store without payment. While on scene, the staff advised of a separate theft that occurred in December. The officer reviewed video of both incidents and is attempting to identify suspects.
 7. Officers responded to a report of damage to property after an employee came out of their place of business and observed their windshield had been damaged. The officer was unable to determine a cause for the damage or location of the incident.
 8. Officers responded to a report of retail theft at Best Buy which resulted in the arrest of one subject. The subject concealed merchandise in the store and attempted to flee in a vehicle. The arrest occurred as a result of a traffic stop in the area.
 9. Officers on patrol completed code compliance checks for violations related to municipal code, including unenclosed storage and sign violations.
 10. Officers assisted a subject who had engaged in a verbal argument with their significant other and was in emotional distress. The subject wanted a place to park their car and collect their thoughts. The officer spoke with the subject for an extended period of time and provided assistance until the person felt safe to drive home. No criminal activity was noted or reported.
 11. Officers completed recertification training on the Intoximeter. The training was provided by the Wisconsin State Patrol staff.

NORTH SHORE FIRE DEPARTMENT

1. The Fire Department Board met and heard an update on the timeline for general obligation bonding by the City of Glendale for the Fire Station 82 project on Tuesday of this week.
2. Senior Command Staff met with the newly elected president and principal officers of North Shore Professional Firefighters Association on Tuesday of this week. The group plans to expand the meeting to all of the Command Staff and Local Executive Board later this month.
3. Station 81 and 85 Captains held their annual station meetings with the assigned Lieutenants this week.
4. Department Staff will be setting up weekly meetings with key stakeholders for the Fire Station 82 Reconstruction in the coming weeks