



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 20, 2023
Re: **Administrative Report for the Week Ending January 20, 2023**

ADMINISTRATION

1. Clerk's staff had a Microsoft Teams meeting with the hardware company for Badger Books electronic poll books on Thursday.
2. Clerk's staff is preparing the poll location schedules for the February 21, 2023 spring primary election; there will be no primary for Village of Fox Point local offices or the Fox Point school districts.
3. In-person absentee hours were entered into the voting system by the Clerk's staff and viewable to the public on MyVote Wisconsin – <https://myvote.wi.gov/en-us/>; In-person begins on February 7, 2023 and runs through February 17, 2023 during office hours.
4. Board of Appeals meeting for January 25, 2023 at 5:00 p.m. has been cancelled by staff due to lack of business.
5. Anyone wishing to become a poll worker, please contact the Village of Fox Point Village Clerk's Office (Deputy Clerk Nathan Schafer at 414-351-8900); the Village is always looking to fill vacancies.

DEPARTMENT OF PUBLIC WORKS

1. Water Utility and DPW staff responded to a water main break on Bergen west of Port Washington Road on Thursday night. The main was repaired and put back in service but a water service lateral that had not been identified on GIS was snagged and needed to be repaired as well.
2. Staff prepared three requests for proposals/quotes:
 - a. Tennis court maintenance and rehabilitation. This RFQ was submitted to four contractors and a notice was posted at Village Hall and on the website regarding the project. Staff is soliciting quotes for the rehabilitation of the courts at Indian Creek and Longacre, will be repainting each of them and will stripe them for both tennis and pickleball.
 - b. Stormwater design activities. This RFP was submitted to seven consultants and includes rehabilitation of the Beach Drive jetes, evaluation and design of the groundwater issues on Beach Drive between Lake Drive and the bottom of the

lake bluff, and the Manor Lane/Indian Creek retaining wall. The latter also includes a provision to incorporate green infrastructure and evaluate ways in which to address TMDL related items (suspended solids, phosphorus, bacteria and chlorides).

- c. Recycling and yard waste/garbage disposal. This RFP is being finalized and will be sent to three companies by the end of next week: GFL, John's Disposal and Waste Management. Staff also met with representatives from GFL and John's Disposal and have discussed the RFP with Waste Management in the past. Given the missed recycling issues since last April, staff is soliciting quotes for two options: (i) maintaining the status quo whereby DPW continues to collect yard waste and garbage and transport it to a contractor's facility and the contractor performs recycling collections and (ii) DPW performs all services, including recycling, but transfers the materials to an appropriate material recovery facility.
3. Staff received the signed contracts from Mid City for the Port Washington Road project but are working through the insurance provisions.
4. DPW staff have been busy with the following:
 - a. Loading leaves. As in the past, a local contractor hauls the leaves off site at no cost to the Village and we only have to provide an operator to load the leaves in their vehicles.
 - b. Ward pruning in the northwest portion of the Village.
 - c. Sewer cleaning activities (north half of the Village).
 - d. Prepped for a possible snow event (attached plows, loaded salt trucks, etc.).
5. Water utility staff:
 - a. Worked on investigating parcels that showed no or negative usage the last two quarters. Staff were able to get into the properties and learned that the water meter heads were removed. They were reattached and more research is being performed to determine why they were removed.
 - b. Performed utility locates.
6. In the shop:
 - a. Received quotes to replace/repair the roof at Longacre Pavilion. This will be presented to the Village Board at the February meeting.
 - b. Performed preventative maintenance and equipment maintenance tasks.

POLICE DEPARTMENT

1. Officers responded to a report of suspicious circumstances when a person was banging on the windows of a school. The officers conducted a field interview of the subject and determined the subject was intoxicated and had walked away from an adult home in the community. The subject was transported to Rogers Behavioral Health for follow-up and treatment.
2. Officers worked with the Fox point Water Utility to investigate theft / fraud related to usage discrepancies and meter tampering.
3. Officers responded to a report of suspicious circumstances after a resident observed a vehicle parked on the road with the lights on and running for an extended period. The officer observed the driver to be asleep and covered in vomit. The officer conducted a field

interview and observed signs of impairment. The driver was subsequently arrested for operating while intoxicated – first offense.

4. Officers conducted a traffic stop on a vehicle that resulted in the arrest of the driver for an outstanding arrest warrant. The driver was issued citations for the local violations and turned over to the Ozaukee County Sheriff for the warrant.
5. Officers met with a resident at the station who was reporting a missing person. The resident advised that a foster child in their care had walked away while at church and has not been located. The officer provided assistance to the resident and contacted the Milwaukee Police Department due to the location of the event. Officers worked with MPD to locate the juvenile.
6. Officers took a report of a possible sexual assault that occurred in 2016. The investigation is ongoing as the officer interviews the involved parties.
7. Sergeant Morelli began the Northwestern University School of Police Staff and Command. The course work is focused on management and leadership principals and is 10 weeks in duration.
8. Officers completed their annual firearms qualifications as required by the Wisconsin law Enforcement Standards Board.

NORTH SHORE FIRE DEPARTMENT

1. Department Staff met with Scherrer Construction to discuss timelines and schedules for reconstruction of Station 82. Scherrer will be sending proposed schedules in the next seven to ten days. It is projected the project will begin in March.
2. Staff is working with the North Shore Health Department to finalize an intergovernmental agreement regarding shared use of space at the newly constructed fire station.
3. A fire in a hallway displaced five apartment units at a building in Brown Deer on January 13. The cause of the fire is under investigation. The Red Cross assisted displaced occupants by opening a shelter at Brown Deer Elementary School.