



## VILLAGE OF FOX POINT

MILWAUKEE COUNTY

WISCONSIN

VILLAGE HALL

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**To:** The Honorable Members of the Fox Point Village Board  
**From:** Kevin Ausman, Assistant Village Manager  
**Date:** February 3, 2023  
**Re:** **Administrative Report for the Week Ending February 3, 2023**

### ADMINISTRATION

1. Staff facilitated the Joint Plan Commission and Village Board meeting on January 31, 2023. Due to technical difficulties, the meeting was adjourned to Monday, February 6. Public comment will remain open and written comments will continue to be received to be added to the record for two more weeks.
2. Clerk's staff picked up the spring primary election supplies from Milwaukee County Election Commission on Monday.
3. 2023 spring election training was held by the Clerk's office in the Village Board room for election inspectors on Thursday evening.
4. Spring primary election internal test for the election equipment was completed on Friday by the Clerk's office.
5. Staff prepared the Special Village Board meeting agenda and packet for Monday, February 6, 2023 at 6:30 p.m.
6. Staff prepared, posted and delivered the Joint Plan Commission and Village Board agenda, as adjourned to the date of February 6, 2023 at 7:00 p.m.
7. Preparations were made for in-person voting, which begins on Tuesday, February 7, 2023 and runs through Friday, February 17, 2023 during office hours; please see the Village website posting, elections → Absentee (Early) Voting, for the extended hours.
8. Assistant Village Manager was named chair of the WCMA Awards Committee and had a meeting on Monday, January 30.

### DEPARTMENT OF PUBLIC WORKS

1. The Village Forester has put together a summary of forestry activities for 2022. Questions related to the report can be directed to John Gall at [forester@villageoffoxpoint.com](mailto:forester@villageoffoxpoint.com).
2. Staff coordinated GIS training for DPW, Village and Police staff on February 3.
3. The Village Forester and staff attended the Tree Commission meeting on Thursday to discuss, in part, revisions to the clear cut ordinance. The commission will continue to work on possible revisions with the Village Attorney in light of a recent Court of Appeals decision out of the 6<sup>th</sup> Circuit.

4. Staff spoke with the PSC regarding non-payment of water to determine what steps can be taken to ensure payment.
5. Staff continued to work with our contractor, consultant, insurer and attorney related to the Port Washington Road water main project. A recommendation will be made to the Village Board at the Special meeting on Monday, February 6.
6. Staff worked with our consultant to obtain files related to the review of the 100-year floodplain maps.
7. Working with Verizon to obtain the One Talk app and service on our phones so that we no longer need to use pagers.
8. DPW staff have been busy with the following:
  - a. Continuation of sewer cleaning activities.
  - b. Responding to the snow event this past weekend.
9. Water utility staff:
  - a. Found a water main leak on Fairchild Road that is thought to be on a hydrant lead. Our new locator tool will be arriving soon and staff will use the tool to locate the leak before making the necessary repairs.
  - b. Attended the pre-construction meeting for the Port Washington Road water main project.
  - c. Researched best practices for Utilities to prevent water theft. The data will be compiled in the near future and shared with the peer community Utilities that responded.
10. In the shop:
  - a. Took delivery of the new Water Utility van.
  - b. Performed preventative and equipment maintenance activities.

## POLICE DEPARTMENT

1. Officers assisted a resident who was notified of a fraudulent tax return filed in their name. The tax return was rejected by the IRS and no funds were obtained by the offender.
2. Officers responded to investigate an out of hospital death. The investigation revealed no criminal activity and the officers assisted the family with making arrangements.
3. Officers completed an investigation into alleged child abuse in conjunction with the department of Child Protective Services.
4. Officers assisted school staff with a child custody dispute occurring on the school grounds.
5. Officers responded to a neighbor trouble related to dogs getting off-property. The officer resolved the issue and counseled the animal owner about next steps in enforcement.
6. Officers completed code enforcement activities after the recent snowfall. Residents / contractors were plowing snow across the road or onto adjacent properties in violation of the ordinance.
7. Staff began recruitment efforts to fill an upcoming police officer vacancy.
8. Officers stopped 3 subjects who were playing on the railroad tracks. The subjects were advised of the trespass violation.
9. Staff met with contractors and claims adjusters related to damage to the HVAC system after the December cold snap.

### NORTH SHORE FIRE DEPARTMENT

1. Our [2023 Strategic Plan](#) and [2022 Annual Report](#) were released this week. They are available on our website, [www.nsfire.org](http://www.nsfire.org). Learn more about the Department's plans for 2023 and what was accomplished in 2022!
2. All portable and mobile radios were re-programmed this week by Milwaukee County OEM with a new radio talk group template.
3. The Department continues to work on vacating Fire Station 82. Current tentative timeline is to have firefighters moved out by either February 13 or February 20 and turn the building over to the general contractor by March 1. The general contractor is working pulling permits with the City.