



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: February 17, 2023
Re: **Administrative Report for the Week Ending February 17, 2023**

ADMINISTRATION

1. Staff facilitated Sex Offender Residency Board training on February 13.
2. Staff facilitated the regular Village Board meeting on February 14.
3. Assistant Manager met with representatives of the Wisconsin Athletic Club regarding summer athletics programming.
4. Final preparations were made for the 2023 Spring Primary Election by the clerk's office this week.
5. Master Registration listing was printed off by the clerk's office for the 2023 Spring Primary Election.
6. This is the final week for in-person absentee voting in the clerk's office; the last day is Friday, February 17, 2023 from 8:00 a.m. until 5:00 p.m.
7. Spring Primary Election is Tuesday, February 21, 2023; polls locations open at 7:00 a.m. and close at 8:00 p.m.
8. Return your absentee ballots to the Village Clerk's office no later than 4:00 p.m. on election day; voters with special exceptions only can return ballots to the poll location.
9. February tax settlement and lottery credit reconciliation and reports were finalized and sent to the appropriate taxing entities by the treasurer's office.
10. Assistant Manager opened applications for the 2023 municipal pool season.

DEPARTMENT OF PUBLIC WORKS

1. Fox Point staff worked with Glendale staff to address water payments for homes in Glendale that are served off of water mains in the Village of Fox Point. Staff worked with the PSC to determine our recourse and shared that information with Glendale. Staff also reached out to the Village Attorney to begin drafting an intergovernmental agreement related to this so that payments are no longer in arrears.
2. A bid opening was scheduled to be held for the sanitary sewer rehab project on Thursday but we learned there was a discrepancy between the bid form and the quantities listed in an appendix. The bid opening was postponed a week and an addendum was issued to correct the discrepancy.
3. DPW staff responded to the snow event on Thursday, February 16.

4. The water main relocation project on Port Washington Road began on Wednesday, February 15. This work will lead to lower water pressure for some residents as the valves for this main feed needed to be closed in order for the work to be done. An email and website notification was sent out on Wednesday and it is anticipated the lower water pressure will continue through early-to-mid March.
5. Staff met with Kapur regarding the Lake Drive stormwater improvements proposed for the DOT project. Kapur performed sizing calculations for the cross culverts to be replaced and this information will be shared with the DOT in the near future.
6. Staff spoke with a resident on Beach Drive regarding the water main project. Please note that staff will be holding a preconstruction meeting with the revetment, water main and gas contractors next week to discuss schedule and logistics.
7. DPW staff have been busy with the following:
 - a. Normal activities (garbage and yard waste collections)
 - b. Pothole patching on roads
 - c. Ward pruning
 - d. Sewer cleaning
 - e. Hauling fill off site and bringing stone back to the Village
8. Water utility staff:
 - a. Converted equipment and supplies from the old water van to the new water van.
 - b. Met with the foreman for Mid City (Port Washington Road project) and learned that the water main is about two feet deeper than anticipated. That means we may not have to insulate a portion of the main. Mid City will perform potholing on the top of the main to ensure the depths and, if deep enough, will propose that we leave the area undisturbed.
 - c. Delivered the valve turner to a vendor to make repairs to it as oil was leaking from the bearings.
9. In the shop:
 - a. Staff performed preventative maintenance on scooters and packer 13.
 - b. Performed miscellaneous equipment maintenance.

POLICE DEPARTMENT

1. Officers assisted a resident who was the victim of identity theft after an unknown actor opened a checking account with their personal information, along with attempting to open multiple credit cards. The resident did not lose any money through the transactions.
2. Officers responded to a report of suspicious activity after a resident observed a person attempt to steal their car. The vehicle had been started using a remote starting system which prevented the actor from driving away with the running car.
3. Officers responded to a report of retail theft after a subject came into Best Buy to return merchandise purchased earlier in the day. While in the store earlier, the subject concealed merchandise and left without payment. The subject was arrested for retail theft and obstructing an officer. Prior to release, the Washington County Sheriff notified the department that the subject was wanted by their agency and was held for them.
4. Officers responded to Mapledale School for a report of a missing person after a student left the school on a bicycle. Officers from the north shore searched the area, as well as known

locations for the juvenile. The juvenile was located later in the day after riding the bicycle more than 25 miles.

5. Officers responded to a report of retail theft at Best Buy after a subject concealed Apple earphones and left without payment. The juvenile subject was arrested and will appear in municipal court.
6. Officers arrested a subject at Best Buy who was known to the staff for repeatedly coming into the business and stealing merchandise without apprehension. The staff observed the subject enter the store and notified officers of the suspects location. Officers will present the multiple retail thefts to the municipal court for prosecution.
7. Officers conducted a traffic stop for a registration violation that resulted in the arrest of the driver for an outstanding warrant. The driver posted the bond for the Oconomowoc Police Department and was released.
8. Officers responded to check on the well-being of a resident (at the request of Ozaukee Sheriff) after their vehicle was located unoccupied in the ditch in Mequon. The resident was home and will work with Ozaukee Sheriff on the vehicle issue.
9. Officers responded to a neighbor trouble call after a resident called to report their neighbor was shoveling snow onto their property. The officer resolved the matter and advised the offending neighbor of municipal ordinances.
10. Chief Freedy met with the department medical director to review the agencies first responder program.
11. Staff continued work on the department's annual report.

NORTH SHORE FIRE DEPARTMENT

1. The Fire Commission approved a Firefighter Eligibility List at its meeting on February 11 and also approved the promotion of four Intern Firefighters to the position of Probationary Firefighter. The Commission also approved the hiring of five new Intern Firefighters.
2. The Department met with the Village of Whitefish Bay DPW regarding reconstruction of the Fire Station 84 Parking Lot scheduled to occur in 2023.
3. The Department submitted a FEMA Assistance to Firefighters Grant Application for purchase of Zoll Defibrillator/Monitors.
4. Planning has begun for North Shore National Night Out scheduled to occur in August.
5. Chief Whitaker will make a presentation on fire inspections, permitting, and plan review to the Whitefish Bay Village Board on February 20.
6. The Fire Department Board will meet on February 21.
7. A single car accident involving a roll-over occurred February 9 on I-43 southbound. A woman and a young child were initially trapped in the vehicle. An Ozaukee County Highway Plow Operator and US Department of Homeland Security Special Agent who were both driving by stopped and entered the vehicle and removed the two people from the vehicle prior to fire and law enforcement arrival. Chief Whitaker reached out to both agencies and expressed the Department's thanks for their employee's actions to rescue the vehicle occupants.