



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 24, 2023

Re: **Administrative Report for the Week Ending FEBRUARY 24, 2023**

ADMINISTRATION

1. Clerk's office staff ran poll books and the absentee logs for the 2023 Spring Primary Election on Monday.
2. 2023 Spring Primary Election was held on Tuesday, overseen by the clerk's office and handled by the Fox Point Election Officials; voter turnout for the Village of Fox Point was almost 42%.
3. 2023 Spring Primary Election results were taken to Milwaukee County Election Commission on Wednesday following the Spring Primary Election by Department of Public Works staff and clerk's office staff.
4. UWGB Master Academy was attended by the Clerk Treasurer on Thursday and Friday this week.
5. Board of Appeals Notices for Case 2023-01 and Case 2023-02 were posted to the village website, sent to the Board of Appeals members and sent to those within 500 feet of the applicants.
6. Village of Fox Point 2022 XML Tax Roll for both PP and RE property was sent to the Wisconsin Department of Revenue as requested per 2021 ACT 55.
7. February 2023 tax settlement payments were made to taxing entities on Tuesday, February 21, 2023 by the treasurer's office staff.
8. Residence Board packet was prepared, agenda posted and delivery made to Board members on Tuesday for the Thursday, March 2, 2023 9am Residence Board meeting.
9. The clerk's office is working on the post-election processes, working to complete them prior to the Spring General Election.
10. Assistant Manager attended WCMA Awards Committee meeting.
11. Assistant Manager attended a Workers Compensation webinar presented by the Village's insurance carrier.

DEPARTMENT OF PUBLIC WORKS

1. John Gall, Village Forester, received the Lifetime Achievement Award from the Urban Forestry Council. Staff nominated John as he has a long history in urban forestry and is well

- deserving of the award. A presentation will be made to the Village Board at the April Village Board meeting.
2. Staff participated in the Beach Drive preconstruction meeting. Three separate projects will be occurring on Beach Drive: the revetment work including storm sewer improvements to be done by Michels Corporation, the water main work which is planned to be done by MJ Construction, and gas main replacement on the north end of Beach Drive (approximately 7900 block north) to be coordinated by We Energies and done by KS Energy. Work will begin ramping up in the next couple of weeks as Michels plans to deliver equipment to the site to begin their revetment work. We Energies may want to start construction in mid-March so that they have their gas main installed before the water main work begins. Michels plans to start work on the north end (near 8040 North Beach) and proceed south). However, we are still waiting on the Army Corps of Engineers to issue their permit for the revetment work. Staff is planning to hold a PIM with residents but have held off doing so until we obtained a more definitive schedule from the contractors.
 3. A bid opening was held for the sanitary sewer rehab project and there were two bidders. The low bidder was approximately \$20,000 below the engineer's construction cost estimate and within what the Village budgeted for the work. A recommendation will be made to the Village Board at the March meeting.
 4. Staff continues to work with the DOT and our contractor (Mid City) on the Port Washington Road water main installation. Work is expected to be completed in the next week.
 5. DPW staff have been busy with the following:
 - a. Snow plowing and salting from the winter storm this week.
 - b. Sanitary sewer cleaning. Staff completed the lot line cleaning (sewers that are located in back and rear yards).
 - c. Pothole patching.
 - d. Ward/renewal pruning as well as tree removals.
 6. Water utility staff:
 - a. Worked with the contractor to turn off water to the water main being relocated on Port Washington Road. Staff had to borrow Mequon's gate valve turner due to the size of the valve (20-inch) in order to shut the water off completely so that they could complete their work.
 - b. Coordinated quotes for the repair or replacement of the Village-owned valve turner.
 7. In the shop:
 - a. Performed preventative maintenance and equipment maintenance.
 - b. Ordered parts for Truck 20 (one of the wing plow trucks) – issues with the exhaust have put this unit out of service until the parts are received.
 - c. Received notification that the newly ordered front-end loader will be delivered next week.
 - d. Assisted with plowing and snow removal operations.

POLICE DEPARTMENT

1. Field training started for a new officer, Robert Ruth. Officer Ruth will be working with training officers on days and evenings to learn about our community and complete the numerous training tasks before beginning solo patrol.

2. Officers on patrol came upon a vehicle stopped on the curb with the trunk open and no occupants in the area. Officers searched the area for an owner / occupant without success. Officers also checked with local police agencies for owner contact information and subsequently towed the abandoned car. The investigation remains open and the vehicle is impounded with the tow company.
3. Officers responded to a report of family trouble after a subject was observed walking in the roadway and was almost struck by multiple vehicles. Officers conducted a field interview with the subject and determined he may need mental health assistance. Officers requested a response from the Milwaukee County CART team for a social worker to conduct an evaluation and the subject was released after the evaluation.
4. Officers assisted a resident who provided personal information to a subject claiming to be from Microsoft technical support. The resident has not identified any financial loss or use of their information.
5. Officers worked with a resident and a police agency in Georgia after personal information was used to enter a bank and attempt to open accounts fraudulently. The case remains open for further investigation.
6. Officers took a subject into protective custody for mental health evaluation after they intentionally ingested pills. The subject was evaluated for medical issues and transported to the Mental Health Emergency Center.
7. Sergeant Huber attended the regional Active Threat Conference. Sergeant Huber is a tactical response instructor and will utilize the information to develop local training and response plans.
8. Sergeant Arendt conducted an evaluation for the River Hills Police Department as a Drug Recognition Expert.
9. Officers responded to a complaint of neighbor trouble after a resident was shoveling their driveway early in the morning. Officers also responded to a complaint of neighbors throwing the driveway snow onto the neighbor's yard.

NORTH SHORE FIRE DEPARTMENT

1. Truck 82's crew moved to Milwaukee Fire Station 37 on Monday morning in preparation for the reconstruction of Fire Station 82.
2. Pre-Construction Meeting for Fire Station 82 project was held with the City of Glendale on Thursday.
3. Scherrer Construction, the project general contractor, reports they will begin abatement of Fire Station 82 on Monday, February 27.
4. The Fire Department Board met and approved a Certified Survey Map for the Fire Station 82 Property and an intergovernmental agreement with the North Shore Health Department for use of office space at Fire Station 82.
5. Fire Department Administrative Staff Meeting is scheduled for Tuesday, February 28.
6. Chief Whitaker made a presentation to the Whitefish Bay Village Board on Monday, February 20 regarding fire inspection and permit/plan review processes