



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: November 10, 2023

Re: **Administrative Report for the Week Ending November 10, 2023**

ADMINISTRATION

1. Village clerk's office prepared election equipment for maintenance and updates prior to 2024.
2. Village deputy clerk attended 2024 Election Training Wednesday through Friday this week.
3. All chief election inspectors have attended the three-hour Wisconsin Election Commission Badger Book training.
4. Village Board agenda was posted and packet created, posted and delivered this week for the November 14, 2023 Village Board meeting.
5. Staff facilitated the Building Board meeting on November 8, 2023.
6. Municipal Pool Citizens Committee agenda was posted for the November 13, 2023 meeting.
7. Village clerk attended a Wisconsin Election Commission training webinar regarding election officials for the term 2024-2025.
8. Assistant Manager attended WCMA Special Board meeting on November 6.

DEPARTMENT OF PUBLIC WORKS

1. DPW staff responded to a number of flooded ditches and intersections on Wednesday as leaves plugged culverts and catch basins during the rain event. Property owners are reminded to clear leaves, wood chips, and other landscape materials away from the culverts and inlets to prevent this type of flooding.
2. Beach Drive updates:
 - a. Staff met with a riparian owner to discuss the revetment height and directed the contractor to attempt to lower some of the boulders that were higher than the planned design height of 589.50.
 - b. Staff responded to comments about the paving schedule and limits.
 - c. Paving was planned to be performed Friday morning (based on input from the contractor on Thursday). A notification was placed on the Village website and the contractor indicated they would be distributing flyers regarding the work.

- d. Staff will be performing a jobsite walk-through next week to discuss items that are still needing to be resolved. Some of the work (landscape restoration, sewer lining, etc.) will occur next spring.
3. Staff held a Public Information Meeting on Tuesday night for residents along Bradley Road. The purpose of the meeting was to inform them of the nearly final plans which included the location of the path (north side of the road), road cross section, proposed road striping plan, and anticipated schedule. At present, the Bradley Road reconstruction project will be advertised for bid in January 2024 and the plan is to award the work at the February 2024 Village Board meeting.
4. DPW staff have been busy with the following:
 - a. Leaf collection activities. The crews are working 10-hour days and will be working this Saturday to stay on top of all of the leaves.
 - b. Performing cleanups of Village grounds.
 - c. Rebuilt a catch basin and concrete curb on Beach Drive (the hill) which had failed.
 - d. Cleaned catch basins.
 - e. Assisted Michels with the removal of their excavator.
 - f. Performed normal daily activities.
5. Water utility staff:
 - a. Met with the inspector from MSA regarding additional water main work needing to be completed on the north end of Beach Drive (filling in pits that were dug).
 - b. Marked valve boxes on Beach Drive prior to the paving.
 - c. Responded to Digger's Hotline tickets.
 - d. Pumped down the hydrants in the system that don't drain so that they will not freeze over the winter.
 - e. Worked with the contractor on items related to the I-43 construction matter. In one case, the contractor damaged valve boxes on Jean Nicolet and they were informed that the valve boxes needed to be repaired. The contractor is still obtaining water from the Village for their concrete operations and the contractor was informed that they will need to protect the meter head during freezing weather.
6. In the shop:
 - a. Work was performed on the Avante (replaced the blocks, installed new tires, evaluated pins where the machine swivels).
 - b. Performed preventative maintenance on the large loader.
 - c. Shipped Truck #20 (salt truck) out to be re-calibrated for salt distribution.
 - d. Performed miscellaneous preventative and equipment maintenance activities.
 - e. Worked on ordering replacement batteries and pads (due to expiration dates) on the AED units.

POLICE DEPARTMENT

1. Staff participated in a promotional assessment for the West Bend Police Department. The staff evaluated the performance of candidates and provided feedback to the agency.
2. Officers responded to a report of a suspicious vehicle after a resident observed an unknown vehicle in their driveway at night. The officers interviewed the subject and

while conducting the interview, the subject fled in a vehicle. The officers have the identity of the subject and are continuing the investigation.

3. Officers responded to a report of criminal damage to property after an unknown person entered a residence and damaged the interior. The damage occurred several months prior and was reported this week.
4. Officers responded to a report of damage to property after a resident observed damage to their mailbox and the adjacent Village street sign. The officer observed damage consistent with being struck by a car.
5. Officers attempted to conduct a traffic stop on a speeding vehicle that failed to yield. Officers engaged in a slow speed pursuit that ended in Glendale. The officers determined the driver was confused due to age and not intentionally fleeing. The officer issued citations and referred the driver to the DOT for re-evaluation.
6. Officers responded to notify a resident of a death of a family member that occurred out of state. The officers assisted the family in gathering more information from local agencies.

NORTH SHORE FIRE DEPARTMENT

1. This week the Department celebrated a 50-year partnership between [Milwaukee County Office of Emergency Management](#), [Medical College of Wisconsin](#) and the municipal and private EMS providers in Milwaukee County in providing paramedic services to residents and visitors in the County.
2. Repair of the Station 81 employee parking lot continues through next week. The Station 84 parking lot reconstruction also continues.
3. This week the Department celebrated a 50 year partnership between [Milwaukee County Office of Emergency Management](#), [Medical College of Wisconsin](#) and the municipal and private EMS providers in Milwaukee County in providing paramedic services to residents and visitors in the County.