To: The Honorable Members of the Fox Point Village Board

From: Scott A. Botcher, Village Manager

Date: January 29, 2016


ADMINISTRATION

1. Staff reviewed proposals from financial institutions regarding Village Banking services; met with same.
2. Staff attending new Police Officer swearing in ceremony.
3. Staff visited another municipal pool and met with their leadership.
4. Staff met with resource re: market analysis of pool operations.
5. Staff continued working with Telecom Fit as part of review of telecommunications services and billings.
6. Staff filed annual Wisconsin Emergency Management Tier II reports.
7. Staff filed all OSHA related requirements.
10. Staff Continued to work with GAB on new WisVote software applications and issues as they arose.
11. Staff added another new GAB WisVote license to Village of Fox Point to prepare for use of front counter computer for ease of in-person voting.
12. Pre-test with Milwaukee County prior to the Public Test of Village of Fox Point (2) DS-200 and (1) spare DS-200 and tested AutoMARK on Wednesday, January 27, 2016.
13. All absentee ballot applications in the Clerk's Office were sent ballots by mail on Tuesday, January 26, 2016.
14. Prepared Election Inspector training manual for first 2-hour Election Inspector training held on Friday, January 29, 2016 from 10:00 a.m. until 12:00 p.m.
15. Began to receive returned absentee ballots on Thursday, January 28, 2016 to record in WisVote.

16. Staff continues to send absentee ballots out to requests submitted to Clerk’s office through the week within 24 hour required time period.

17. Staff is continuing to receive in-person voter registrations in the Clerk’s Office for late registrations; mailed in period for open registration, postmarked Wednesday, January 27, 2016 is now closed.


DEPARTMENT OF PUBLIC WORKS

1. The bid opening for the culvert replacement project at Dean and Santa Monica was held last Thursday and the Village received 12 bids for the work. A recommendation to award the bid and construction management/inspection work will be made at the February Village Board meeting.

2. As part of the project, it was learned that WE Energies needs to replace buried electrical within the project limits. DPW staff and our consultant meet with representatives of WE Energies on January 28 to discuss their proposed replacement schedule and whether there would be any conflicts with our construction schedule as well as the elevation of the pipes being replaced.

3. A pre-bid meeting was held with prospective contractors on January 27 to discuss the sanitary sewer and manhole rehab project as well as to identify the two storm sewer segments in the Village that are in need of lining. Bid opening for this project will occur on February 2 and a recommendation will be made to the Village Board regarding the project as well as the construction management/inspection portion of the project.

4. In the shop, miscellaneous PM’s and repairs have occurred on lawn maintenance equipment, a pick-up, the chain saw, the chipper and a dump truck. Bill also started developing the specifications and contract documents for the excavator purchase.

5. Bill is currently soliciting proposals for the replacement of the main pool heater and main pool pump. If proposals are received within the next few days, it is likely a recommendation will be made to the Village Board at the
February meeting; otherwise, the recommendation will be made at the March meeting.

6. Facility related matters include working with Mike P. and the consultant in identifying old phone lines within the Village properties, performing routine boiler inspections, removing the wood panel dividers at the front counter, and coordinating the repair of the elevator door safety edge which failed about a week ago (parts have been ordered). Bill is also working on an alarm issue at Lift Station No. 2 and will forward proposals and a recommendation once they are received.

7. Completed a review of all chemicals in the Village and returned the list to our safety consultant, Fehr-Graham, for them to compile and include in the safety program.

8. We are still working with the tank painting contractor to obtain a corrected request for payment that reflects the appropriate retainage and reduction for work not performed.

9. Meter reading began last week and research was done on the number of lead laterals located in the Village (particularly in light of the issues noted in Flint, Michigan). It was determined that the Village has 108 lead laterals which is a relatively small fraction compared to other communities. The link to a recent article in the Milwaukee Journal Sentinel touches on the lead lateral issue in area water lines: http://www.jsonline.com/news/milwaukee/milwaukee-facing-daunting-costs-with-lead-water-pipes-b99658687z1-366754751.html.

10. Meters were delivered to the Village and placed in inventory. Meter replacements will begin in the near future.

11. DPW staff are still hauling leaves off site to a beneficial reuse facility and are still collecting yard waste and Christmas trees.

12. DPW staff are also cold patching potholes in the Village, continuing with ash tree removals, and maintaining the rink. The rink was closed today and will be opened back up tomorrow night but it is likely, with the weather forecast, that the rink will be closed this weekend until later next week.

13. There was one salting event on Monday night.

14. I worked on a number of projects related to property development and land combinations/divisions and will be sending out notices and reviewing the applications in the next few days.
15. I also continued working with Parallel Infrastructure regarding the proposed cell tower and the information that is needed in order to issue the building permit.
16. Met with Ruekert Mielke regarding this year's GIS activities

POLICE DEPARTMENT

1. On January 22, 2016 at 1:20pm, a Fox Point officer conducted a traffic stop on a vehicle after observing the driver pass another vehicle on the right in the dedicated turn lane. While speaking with the driver, the officer was advised that Brown Deer Police held an active warrant for the subject. The driver was arrested, cited for the traffic violations and released after satisfying the warrant.

2. On January 23, 2016 at 3:38am, a Fox Point officer conducted a field interview on a subject found sleeping in a car at Fox Point Lutheran Church. During the contact, the officer was advised that the subject had a warrant for their arrest. The subject was arrested for the warrant and was able to be released after satisfying the warrant requirements.

3. On January 23, 2016 at 11:45pm, officers were dispatched to the 8100 block of North Lake Drive for a vehicle stopped in the southbound lanes. Upon arrival, officers found a subject asleep behind the wheel. Officers were able to wake the driver and after speaking with him administered field sobriety tests. The driver was subsequently arrested for Operating While Intoxicated – First Offense and ordered to appear in municipal court.

4. On January 24, 2016 at 9:58pm, officers responded to the 7100 block of North Lake Drive for a report of family trouble. Officers were advised that a family member was at the residence and acting out of control, arguing with the resident. The officers were able to mediate the situation and remove the unwanted guest. The resident was provided information on obtaining a restraining order to prevent future occurrences.

5. On January 27, 2016 at 3:37pm, officers were dispatched to a missing person at Fresh Market. Family members report that a 79 year old male walked away from the store while they were grocery shopping. Officers were able to locate the subject walking home and provided assistance.

6. On January 28, 2016 at 11:25am, officers were dispatched to the 200 block of East Bradley Road for a report of damage to property. Officers investigated and determined that the complaints mail box had been hit during the overnight hours. At approximately 12:00pm, a female subject came into the
station to report an auto accident and officers determined that she had struck the mailbox during the overnight hours. The female was cited for hit and run damage to property.

NORTH SHORE HEALTH DEPARTMENT

Did You Know?

“On average, about 170 people in the United States die every year from CO produced by non-automotive consumer products.” Carbon monoxide (CO) is an odorless, colorless gas, which can cause illness and death. It is produced any time fossil fuel is burned such as in a car, generator or furnace. Symptoms of CO poisoning include headache, fatigue, shortness of breath, and can lead to mental confusion, loss of consciousness and death. It is especially important to be aware of CO during the winter months due to many deaths resulting from poorly operated home heating devices.

How can you prevent CO poisoning?

- Install a CO alarm in the hallway near every separate sleeping area of the home
- Never leave a car running in an attached garage, even with the garage door open.
- Never operate unvented fuel-burning appliances in any room where people are sleeping.
- Never service fuel-burning appliances without proper knowledge, skill and tools

For more information visit: http://www.cpsc.gov/ and http://www.cdc.gov/co/
Quality Improvement

The North Shore Health Department is continuously looking for ways to improve the efficiency and effectiveness of our services. One way we plan on accomplishing this is by engaging in Quality Improvement and initiating an immunization quality improvement project. The intent of this project is to look at our inventory process and contributing factors and identify solutions to produce better results. By taking part in this project we are building a bridge towards better performance and future quality improvement initiatives.

Last Week at the Health Department

Kathy Platt, Nurse Supervisor, presented a Remembering When Program with the North Shore Fire Rescue at Whitefish Bay Senior Center on January 19th. Remembering when is a fall prevention program to help older adults live safely at home for as long as they can.

Lori Ahrenhoerster, Public Health Manager, was selected to participate in “Roadmap to Ready”- a mentoring program for new preparedness coordinators. This program will help the health department gain the knowledge, skills, connections, and resources we need to successfully prepare the North Shore for new and emerging threats. Lori was also awarded a full scholarship from the State Emergency Preparedness department to attend the National Preparedness Summit in April.

***********************************************************************

We continue to offer flu immunizations during our regular All Immunization Clinic times. Please call the North Shore Health Department for an appointment at 414-371-2980.

** Have questions about the flu? Talk to an information specialist at Flu on Call 1-855-435-8722. This telephone helpline is available in January and February of 2016 for resident of Milwaukee County who have questions or concerns about flu.

The next Immunization Clinics are scheduled for the following days:

No upcoming immunization clinics
** We continue to provide flu shots to home bound individuals, please call us at 414-371-2980 for appointments or questions.

**Upcoming Adult Health Clinics**

No upcoming adult health clinics

**Upcoming Blood Pressure Screenings (No appointment required)**

Wednesday, January 27th – 3:30pm- 5:00pm (Shorewood)