To: The Honorable Members of the Fox Point Village Board
From: Scott A. Botcher, Village Manager
Date: May 27, 2016
Re: Administrative Report for the Week Ending May 27, 2016

ADMINISTRATION

1. Staff continued work on Offering Statement for 2016 Bond Sale.
2. Staff reviewed draft of FY 2015 audit.
3. Staff worked with DPW to ready the Pool for the 2016 Season.
4. Staff conferred with Baird re: Treasury Management.
5. Staff prepared and mailed Election Day registration letters to voters without proper proof-of residence
6. Liquor License Renewal publication was prepared and e-mailed to North Shore Now.
7. Open Book was scheduled, publication sent to North Shore Now and postings placed as required.
8. Board of Review meeting to adjourn to another date was scheduled, publication sent to North Shore Now and postings placed, as required.
9. Final renewal liquor licensing documents were reviewed, followed up on and prepared for the June Village Board meeting.
10. In preparation for the Fall elections and in conjunction with other municipalities across the State of Wisconsin, the Village extended Village Hall hours from 4:00 p.m. until 8:00 p.m. on June 28, 2016.
11. Staff worked with Mary LaCharite to implement a Farmers Market section to the website. You will find the new Farmers Market page when you hover over the “Living In” tab on the front page of the website.
12. Staff has also worked with Karen Grube and Judy Shirley to put together a Garden Club page for the website. You will also find this new page under the
“Living In” tab on the front page of the website. New photos of their progress will be continuously added to the page as the season progresses.

13. Staff finalized the application process with J.P. Morgan Chase for the Village’s new credit cards. Purchases made with the new cards will allow the Village to receive cash back.

14. New information has been added to the Taxes and Assessment section of the website, which can be found under the “Government” tab of the website. If you have questions regarding Assessment review or Open Book, this would be a great place to start.

DEPARTMENT OF PUBLIC WORKS

1. Rebuilt the catch basin at 700 Daisy Lane and at Santa Monica and Dean - the latter is by the work related to the culvert replacement but wasn't part of the original contract.

2. Performed tree planting and watering of the new trees.

3. Performed dye water testing.

4. Setting up for pavilion rentals and inspecting for the estate sale on Seneca.

5. Preparing the draft RFP for garbage and recycling services.

6. Working on the open house for June 11 as well as working on the event for June 12 and the plaque for the bridge.

7. We received another 3 sample results on the lead testing for our residents with lead service laterals. All three samples were below the action level or MCL. Results will be mailed to the residents.

8. Thursday afternoon we were notified of a main break due east of the new culvert crossings at Dean / Santa Monica construction site. It washed out the road bed east of the new culvert and carried much gravel fill into the culvert. The break was at a bell/spigot connection in the pipe. The bell/spigot was cut out and a 2 foot piece of PVC pipe was installed in its place. The water main was brought back on line and the intersection placed back in service after flushing.

9. Saturday morning the utility was notified of a second main break in the same intersection. The water main broke about 6 feet east of the recent repair on an old 8 x 6 cross. It took some time to expose the cross due to the need to expose all 4 water mains, leaving the cross visible. Once exposed, it was
discovered that there was a 90 degree elbow connected to the 6 inch outlet of the cross to the North. This required a new 8 x 6 cross to replace the existing 8 x 6 cross. Our supplier indicated that the only 8x6 cross they had was in Sun Prairie, Wisconsin. We set up delivery for Monday Morning at 6:30 AM. The old infrastructure was cut out, and all 4 water mains were capped to maintain sanitary pipe in case of flooding.

10. Monday Morning the crew mobilized up to the jobsite, removed all the caps, and reconstructed the water main crossing. Once complete, the pipe was flushed, and tested. The hole was backfilled and staff demobilized to clean all used equipment.

POLICE DEPARTMENT

1. On May 20, 2016 at 3:30 PM, an officer responded to Best Buy regarding a fraudulent use of credit card. The citizen reported to the Menona Police Department that their credit card was used at the Fox Point Best Buy as well as the Grafton Best Buy. The officer worked with Grafton to compile information regarding a possible suspect.

2. Fox Point officers conducted training with the other six North Shore police agencies and the North Shore Fire Department at Cardinal Stritch University. The joint training focused on the emergency response to a critical incident by both fire and police personnel.

3. On May 23, 2016 at 2:43 PM, an officer responded to the 8200 block of North Gray Log Lane for a report of theft. The officer met with the resident who reported a theft of copper downspouts from their home. The investigation remains open as the officer canvasses witnesses and attempts to develop a profile of potential suspect(s).

4. On May 24, 2016, Fox Point officers responded to the area of Good Hope Road and Port Washington Road to assist the Sheriff with closing the freeway. A semi-truck had overturned and was leaking diesel fuel onto the roadway. All freeway traffic was diverted onto Port Washington Road. The accident cleanup took approximately 2 hours.

5. On May 25, 2016, an officer responded to the 7200 block of North Santa Monica Boulevard for a report of theft. The officer met with the reporting person who advised that landscape bushes had been delivered for planting;
however, two of the potted bushes were taken without permission before they were planted. The investigation remains open.

6. During the week, Sergeant Brouwer attended the first of a two-week course for first line supervisors. This program was developed by the Wisconsin Department of Justice for newly promoted Sergeants to assist them in the transition from patrol to their new role as field supervisors.

North Shore Health Department Highlights for 5/24/16

Did You Know?

The week before Memorial Day, May 23–29, 2016, marks the 12th annual Healthy and Safe Swimming Week. Swim safety is very important to prevent injuries or even drowning. Along with injury prevention it is important to be aware of recreational water illnesses (RWIs). RWIs are caused by germs spread by swallowing, breathing in mists or aerosols, or having contact with contaminated water in swimming pools, hot tubs, water parks, water play areas, interactive fountains, lakes, rivers, or oceans. Diarrhea is the most common RWI, and it is often caused by germs like Cryptosporidium, Giardia, norovirus, Shigella, and E. coli.

Protect yourself from swim related injuries and water illnesses by following these steps:

- Check yourself! Keep the pee, poop, sweat, blood, and dirt out of the water. Make sure you shower even for just one minute prior to swimming
- Stay out of the water if you have diarrhea or an open wound
- Make sure a lifeguard is on duty
- Protect yourself by using sunscreen with at least SPF 15

The North Shore Health Department assures safe water conditions for wading or swimming at Atwater, Klode and Doctor’s Park beaches by routinely testing water for harmful levels of bacteria and posting signs to communicate water safety to the public during summer swimming season.

Learn more about the North Shore Health Department and visit us at www.nshealthdept.org, like us on Facebook at facebook.com/NSHealthDept and follow us on Twitter @NSHealthDept

Last week at the North Shore Health Department

Health department staff attended a presentation on Health Equity. Strategies for incorporating health equity, social determinants and the life course model into health department policies, programs and strategic plans were shared.

Health department staff participated in a Perinatal Hepatitis B teleconference. Information included updates on the Wisconsin Perinatal Hepatitis B Program and the importance of post vaccination testing of newborns born to Hepatitis B positive mothers.

Upcoming Immunization Clinics (appointment required) - Please call the North Shore Health Department for an appointment at 414-371-2980.

Tuesday, May 31 – 4:00pm – 5:00pm - North Shore Library
Thursday, June 9th – 3:00pm-4:30pm – Shorewood
Tuesday, June 14th – 10:00am-11:00am – Brown Deer
Wednesday, June 15th – 3:30pm-4:30pm- Brown Deer
Tuesday, June 21st – 7:30am-9:00am - Shorewood
Tuesday, June 28th – 4:00pm-5:00pm – North Shore Library

Upcoming Adult Health Clinics (appointment required) - Please call the North Shore Health Department for an appointment at 414-371-2980.

Wednesday, June 15th-8:00am-10:00am - Brown Deer
Tuesday, June 28th—8:00am-10:00am - Shorewood

Upcoming Blood Pressure Screenings (walk-ins welcome – no appointment necessary)

Wednesday, May 25th—3:30pm-5:00pm - Shorewood
Tuesday, May 31st – 3:30pm – 4:00pm – North Shore Library

Wednesday, June 22nd – 3:30pm-5:00pm – Shorewood
Tuesday, June 28th – 3:30-4:00- North Shore Library
Village of Fox Point

Wednesday, May 18th—8:00am-10:00am - Brown Deer
Tuesday, May 24th—8:00am-10:00am - Shorewood

Upcoming Blood Pressure Screenings (walk-ins welcome – no appointment necessary)

Wednesday, May 25th—3:30pm-5:00pm - Shorewood
Tuesday, May 31st – 3:30pm – 4:00pm – North Shore Library