



## 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:** December 1, 2017

**Re:** **Administrative Report for the Week Ending December 1, 2017**

### ADMINISTRATION

1. Deputy Clerk Jilline Dobratz earned the designation of CMC (Certified Municipal Clerk), awarded by the International Institute of Municipal Clerks (IIMC), Inc.; this requires a minimum of 60 education points and a minimum of 50 experience points.
2. Village Clerk/Treasurer Kelly Meyer also earned the designation of CMC (Certified Municipal Clerk), awarded by the IIMC, requiring a minimum of 60 education points and 50 experience points.
3. Tax inserts were sent by staff to the village printer in preparation of generating tax bills.
4. Staff met with an Aflac Representative this week.
5. Staff met with R & R Insurance reviewing 2018 Village insurance renewals.
6. Village Board agenda and agenda packet were prepared by staff for electronic and mail delivery, sent out and posted on Friday, December 1, 2017.
7. Board of Appeals agenda and agenda packet were prepared by staff for electronic and mail delivery, sent out and posted on Tuesday, November 28, 2017.
8. GCS Software (Land Records Management) updates were coordinated by staff with Taylor Computer Services and completed in preparation for the 2017 tax roll.
9. Milwaukee County Deed changes were imported by staff into GCS Software in preparation of the 2017 tax roll.
10. December 2017 Plan Commission was cancelled and removed from the website calendar by staff due to no receipt of land use matters.
11. Preparations were made for the Preliminary Audit (December 13/14) by staff.
12. Election Inspectors continue to come in to receive their oaths by staff and turn in employee paperwork, following appointments for 2018-2019 term.
13. Holiday thank you cards were generated, signed and mailed to election inspectors by staff.
14. ERIC (Electronic Registration Information Center) mover postcards continue to be returned, processed and pulled for 4 year maintenance; approximately 100 have been received by staff.
15. New voter registrations continue to be processed by staff.
16. Staff is finalizing 2018 open enrollment of employee benefits.
17. Utility bills were processed and were mailed on November 30, 2017 by staff; they are due by December 20, 2017.

18. Staff attended the Election Set-up webinar.

### **DEPARTMENT OF PUBLIC WORKS**

1. VH boilers were inspected by the insurance co. with no issues. VH elevator was inspected by the state with no issues. VH & LA Pavilion AEDs were serviced and they received new pads and batteries.
2. Staff has received phone calls due to the change in collection schedule as a result of the Thanksgiving holiday. Please visit the Village website for the full schedule.
3. Staff started doing locates for the 2018 survey/design project.
4. Staff completed the PASER rating for the Village roads which is required to be done every odd year. Our rating dropped about three tenths to 5.84 and is a reflection of the lack of road reconstruction work the prior 12-15 years. More information will be provided in Friday's packet to the Board members.
5. Staff met with MMSD to discuss options for Indian Creek. Another meeting will be scheduled in January to discuss the options.
6. Staff reviewed the proposals from the consultants for the 2018 road and utility reconstruction project and will be following up with each of the consultants in the next couple of days.
7. Landscape restoration activities continue on Navajo and Seneca and it is anticipated the work will be completed sometime next week.

### **POLICE DEPARTMENT**

1. On November 18, 2017 at 2:23am, Fox Point officers responded to the area of North Lake Drive and East Brown Deer Road to assist Bayside police with a fleeing subject. A vehicle crashed after fleeing from Bayside police and the driver fled on foot. Fox Point officers assisted Bayside police with the apprehension of the subject in the woods. Officers recovered a handgun from the ground underneath the subject after taking them into custody. Bayside police will refer the case to the District Attorney for review.
2. On November 21, 2017 at 4:58pm, officers responded to 8767 North Port Washington Road for a report of retail theft. The officer met with store employees who reported that two subjects, known to have committed prior thefts, had been in the store earlier and now merchandise is missing. The employees advised that the shelves were stocked the prior evening and now the items are missing. The investigation remains open.
3. On November 22, 2017 at 11:23pm, officers responded to a report of suspicious activity in the 8300 block of North Whitney Road. Officers arrived and found cars parked on the road, narrowing the passageway for vehicles. The officers spoke with two subjects walking in the vicinity and were advised that the cars were for a party in the 300 block of East Dean Road. Officers responded to the home and determined that an underage drinking party was occurring in the residence. Officers issued multiple citations for underage alcohol violations which have an appearance scheduled in the municipal court.
4. On November 25, 2107 at 7:06pm an officer conducted a traffic stop in the 300 block of West Dean Road for a registration violation. The driver was subsequently arrested for outstanding warrants through the Milwaukee Police Department and Fond du Lac Sheriff. Based on the

officers' interview with the driver, their behavior, and actions, a police canine search of the car was requested from the City of Glendale. The police canine alerted on the car and a subsequent search revealed over 300 grams of Marijuana and an 18 inch knife in the passenger area of the car. The case will be presented to the Milwaukee County District Attorney's office for charges.

5. On November 27, 2017 at 5:58pm, officers met with a resident whose credit / debit card was used by an unknown person to purchase items in Washington State. The resident placed a hold on the financial cards and the officer provided assistance with identity theft protection.
6. On November 28, 2017 at 11:13am, an officer conducted a traffic stop in the 7200 block of North Lake Drive for a speeding violation. The officer was advised that the driver holds a suspended drivers license and has an outstanding arrest warrant from the Milwaukee Sheriff. Citations were issued for the traffic violations and the driver was arrested for the warrant. The driver was subsequently turned over to the sheriff's department.
7. On November 29, 2017 at 12:20am, officers responded to the 7700 block of North Bell Road for a report of an armed robbery at a residence. Officers met with the resident who advised that they were approached by two male subjects as they parked their car in the garage. One of the subject displayed a handgun and demanded money. The subjects fled the area in an unknown make/model vehicle after obtaining money and valuables from the resident. The investigation remains open.
8. Staff attended training on the administration and use of the police records management system. Staff also completed crime prevention presentations for area banks.

## **NORTH SHORE HEALTH DEPARTMENT**

### **Did You Know?**

The North Shore Health Department (NSHD) strives to promote and protect the health and safety of the people in the North Shore. One of the ways we protect the health and safety of our residents is by responding to communicable/infectious diseases. A communicable disease, also known as an infectious disease, is an illness transmitted through direct contact with an infected individual or animal – or indirectly through contact with a vector such as a mosquito, tick or plant, with blood or bodily fluids, or by breathing in an airborne virus or bacteria. As part of Wisconsin State Statute, 252 – Communicable Diseases, the NSHD is required to follow up and respond to all Category I and II diseases and conditions considered to have significant public health impact.

Some reportable diseases include Salmonella, E.coli, Mumps, Measles, Tuberculosis, etc. Some diseases are preventable through vaccination (i.e Measles, Mumps, Chicken Pox). If you are unsure if you have been vaccinated for a certain disease you can visit the Wisconsin Immunization Registry (WIR) at <https://www.dhfs.wisconsin.gov/immunization/registry> to access your immunization record. If you do not have a record, your physician can order antibody testing to test for immunity. The presence of IgG antibodies means a person is immune through either vaccination or a past infection. The presence of IgM antibodies shows a current or recent infection.

If you are diagnosed with a reportable disease, your local health department may be contacting you. It is important to help stop the spread of germs by avoiding close contact with people when sick and staying home from work and school. This will help stop the spread of disease and also allow time for you to get well!

Visit [CDC.gov](http://www.cdc.gov) for more tips and information.

### **Health Insurance Market Place Deadline Reminder**

**If you don't have health insurance through your employer, Medicare, Medicaid, the Children's Health Insurance Program (CHIP), or another source that provides qualifying health coverage, the Marketplace can help you get covered. The 2018 Open Enrollment Period runs from November 1, 2017 to December 15, 2017. For more information visit:**

<https://www.healthcare.gov/quick-guide/dates-and-deadlines/>

### Last week at the health department

Over the past several weeks, staff have been involved in reviewing and updating the upcoming North Shore Community Health Survey. This is a collaborative effort funded by Aurora Health Care, Children's Hospital of Wisconsin, Ascension, Froedtert Health, and Wheaton Franciscan Healthcare to survey Milwaukee County and North Shore residents about their general health and health behaviors. It is a telephone survey conducted every three years beginning in 2003. The survey results provide an overview of the varying health issues impacting North Shore residents. This information guides the health department's community health initiatives. The telephone survey will be administered this spring with results published next fall. For previous NS Community Health Survey results, visit <http://www.nshealthdept.org/Portals/NsHealthDept.org/CHA%202015.pdf>.

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

Tuesday, December 12<sup>th</sup> – 10:00-11:00am- Brown Deer  
Thursday, December 14<sup>th</sup> – 3:00-4:30pm- Shorewood  
Tuesday, December 19<sup>th</sup> 7:30-9 a.m., Shorewood  
Wednesday, December 20<sup>th</sup> - 3:30-4:30 p.m., Brown Deer

Upcoming Adult Health Clinics (appointment required) – Blood analysis for cholesterol, glucose and triglycerides, blood pressure, weight check and a nurse consultation. Please call the North Shore Health Department for an appointment at 414-371-2980.

Wednesday, December 20<sup>th</sup> – 8:00-10:00am- Brown Deer

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

Tuesday, December 12th - 1:30-2:30pm- Lydell Community Center

Wednesday, December 27th 3:30-4:30 pm- Shorewood

For the most up-to-date information on upcoming clinics and screenings, visit the Clinics page of our website at: <http://www.nshealthdept.org/Clinics>