



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org
Phone: 262-245-2700

OFFICIAL MINUTES BUILDING, ZONING AND ORDINANCE COMMITTEE WEDNESDAY, OCTOBER 12, 2022, AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman Jaramillo at 8:47pm

Roll Call

Trustees Jaramillo, Vlach and Wright

Also Present: President Duncan and Trustee D'Alessandro, Administrator Tobin, Treasurer Peternell, Police Chief Timm, Director of Public Works Edwards, Recreation Director Rowland, Library Director Schnupp and Attorney Schroeder.

Meeting Minutes

Vlach/Wright motion to approve the meeting minutes of September 14, 2022. Unanimously carried.

Multiple Water Meters

Discussion was held regarding the request from the homeowner at 145 Clover to add an additional water meter for his pool. It was the consensus of the Committee to not revise the ordinance to allow multiple water meters for residential properties.

Municipal Court

Schroeder discussed the process for the Village to abolish the Municipal Court. He stated that the Village needed to adopt an ordinance and file with the appropriate office by October 1, 2022. Discussion was held on changing the Municipal Judge's term from 4 years to 2 years. Schroeder stated that the Village would need to adopt a Charter ordinance that would be effective 60 days after publication. He advised that it should be done before declaration of candidacy papers are filed in December. Wright/Vlach motion to recommend Village Board approval of having the Attorney draft a charter ordinance to be presented at the October 17th Village Board meeting. Unanimously carried.

Ordinance 2022-13 Animal Ordinance

Jaramillo discussed the ordinance that was presented at the October 3rd Village Board meeting and stated that there was concern from the Committee about limiting the number of allowable dogs and cats in the Village. Wright suggested that Chapter 253-5 Public Nuisances be amended to address uncontrolled animals. This would make the animals a public nuisance and subject the property owners to the provisions of that chapter. Wright/Vlach motion to have the Village Attorney modify the proposed ordinance to eliminate the number of dogs and cats and amend the public nuisance chapter to address uncontrolled animals. Unanimously carried.

Ordinance 2022-14 Fishing Tournaments

Tobin stated that this ordinance added clarifying language as to what is considered a fishing tournament. Vlach/Wright motion to recommend Village Board approval of Ordinance 2022-14 Fishing Tournaments. Unanimously carried.

Fence Ordinance

The Committee reviewed a memo from the Zoning Administrator regarding questions about temporary fencing. Discussion was held regarding temporary fencing to protect plantings and if that should be allowed. The ordinance states that snow fences shall be removed by April 1 of each year, however, it does not state when it can be put up. It was the consensus of the Committee that the ordinance should be revised to add a beginning date for snow fences and that protection of plantings should be removed from the ordinance. Further clarification should be added to address different

types of temporary fencing. Vlach/Wright motion to have the Village Attorney draft a sample ordinance for review by Committee. Unanimously carried.

Adjourn

Vlach/Jaramillo motion to adjourn at 9:23pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

These are not official minutes until approved by the BZO Committee



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org
Phone: 262-245-2700

OFFICIAL MINUTES FINANCE AND PERSONNEL COMMITTEE WEDNESDAY, OCTOBER 12, 2022, AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman Wright at 9:23pm

Roll Call

Trustees Wright, D'Alessandro and Umans

Also Present: President Duncan, Trustees Jaramillo and Vlach Administrator Tobin, Treasurer Peternell, Police Chief Timm, Director of Public Works Edwards, Recreation Director Rowland, Library Director Schnupp and Attorney Schroeder.

Meeting Minutes

D'Alessandro/Umans motion to approve meeting minutes of September 14, 2022, September 16, 2022, September 19, 2022, September 21, 2022, October 3, 2022, and October 4, 2022. Unanimously carried.

Add Tina Kolls as authorized bank signer – First National Bank & Trust and Advia Credit Union

Umans/D'Alessandro motion to recommend Village Board approval to add Tina Kolls as an authorized bank signer – First National Bank & Trust and Advia Credit Union. Unanimously carried.

Resolution R-28-22 Amending the Fee Schedule for Tourist Rooming House Permit Fees

Tobin stated that with the increase in number of allowable tourist rooming houses, the Code Enforcement team will be assisting with compliance and complaints for tourist rooming houses, so the annual fee was increased to \$450.

D'Alessandro/Umans motion to recommend Village Board approval of Resolution R-28-22 Amending the Fee Schedule for Tourist Rooming House Permit Fees. Unanimously carried.

GLLEA 2023 Budget

Discussion was held regarding the \$73,000 contribution for 2023. Discussion was held regarding the agreement and that GLLEA should be presenting the annual budget to the Village for approval in September. President Duncan stated that he will discuss that with GLLEA to make sure they are abiding by the agreement. No action was taken.

Review draft 2023 Budget

Wright briefly highlighted some key points in the proposed 2023 budget. It was noted that the contingency amount of \$157,673 might be needed in the event the EMS referendum fails. No action was taken.

Update on 2023 Budget Hearing Notice

The Committee reviewed the memo from Treasurer Peternell regarding the budget hearing date being moved from November 21 to December 5th. Wright stated that this change was done so that we would have the election results and can publish the appropriate notice.

D'Alessandro/Umans motion to convene into closed session at 9:43pm pursuant to the exemption contained in Wis. Stats. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data

of any public employee over which the governmental body has jurisdiction or exercises responsibility.

- Police Chief Contract

Votes:

Yes: Lowell Wright, Jim D'Alessandro, Rob Umans

No: None; Abstain: None

Result: Passed

D'Alessandro/Umans motion to reconvene into open session at 10:12pm. Unanimously carried.

Adjourn

D'Alessandro/Umans motion to adjourn at 10:12pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

These are not official minutes until approved by the Finance & Personnel Committee



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org
Phone: 262-245-2700

OFFICIAL MINUTES PARKS AND LAKEFRONT COMMITTEE WEDNESDAY, OCTOBER 12, 2022, AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman D'Alessandro at 7:29pm

Roll Call

Present: Trustees D'Alessandro and Wright

Excused: Trustee Stanek

Also Present: President Duncan, Trustee Jaramillo and Vlach, Administrator Tobin, Treasurer Peternell, Police Chief Timm, Director of Public Works Edwards, Recreation Director Rowland, Library Director Schnupp, Engineer Snyder and Attorney Schroeder.

Meeting Minutes

Wright/D'Alessandro motion to approve meeting minutes of August 10, 2022, August 25, 2022 and September 14, 2022. Unanimously carried.

Introduction of Alternate Fireworks Company

Mike Johson requested an opportunity to bid on the fireworks display for Corn & Brat Festival in 2023. D'Alessandro stated that he would like him to also present to the Lions Club. It was the consensus of the Committee to request a bid from Johnson for next year's fireworks display.

Resolution R-27-22 Amending Fee Schedule for beach tags, parking passes and fishing tournament fees

D'Alessandro stated that during the budget meetings, the Finance & Personnel Committee recommended increasing the fees for 2023. Wright/D'Alessandro motion to recommend Village Board approval of Resolution R-27-22 Amending Fee Schedule for beach tags, parking passes and fishing tournament fees. Unanimously carried.

Revised Edgewater Park Playground

Discussion was held regarding the revised playground plan for Edgewater Park. It was the consensus of the Committee to review the site to determine what size playground would be appropriate for the proposed area. No action was taken.

Playground in Bailey Estates

Discussion was held regarding adding playground equipment to Bailey Estates. Snyder stated that the road in Phase 5 needs to be completed prior to developing the park, which is anticipated to be completed mid-2023. Tobin stated that Gerstad donated the out lot in lieu of a cash contribution. Umans stated that he would like the Village to start putting funds aside to pay for playground equipment for the park. No action was taken.

Location of Ice Rink

Rowland provided the Committee with a list of locations for the ice rink this winter. Discussion was held regarding the pros and cons of each location. It was the consensus of the Committee to look at each location and provide suggestions on the best location. No action was taken.

Monthly Reports for Rec Department

Discussion was held regarding providing monthly reports to keep the Committee informed on Rec Department activities. D'Alessandro stated that he will review reports from years ago when they were provided and provide recommendations to the Committee on what information should be provided. No action was taken.

Adjourn

Wright/D'Alessandro motion to adjourn at 8:03pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

These are not official minutes until approved by the Parks and Lakefront Committee



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org
Phone: 262-245-2700

OFFICIAL MINUTES PROTECTIVE SERVICES COMMITTEE WEDNESDAY, OCTOBER 12, 2022, AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman Vlach at 7:12pm

Roll Call

Trustees Vlach, Jaramillo and Umans

Also Present: President Duncan, Trustees D'Alessandro and Wright, Administrator Tobin, Treasurer Peternell, Police Chief Timm, Director of Public Works Edwards, Recreation Director Rowland, Library Director Schnupp, Engineer Snyder and Attorney Schroeder.

Meeting Minutes

Jaramillo/Vlach motion to approve meeting minutes of September 14, 2022. Umans abstained; motion carried.

Chaplin Process Update

Timm presented the draft background application that would be used for all volunteer positions within the Police Department. Vlach asked about how confidential or sensitive information is handled with volunteers; Schroeder stated that language could be added to the background application to address this. Timm stated that it would be more appropriate to add it to the onboarding process and policy. Umans/Jaramillo motion to recommend Village Board approval of creating a volunteer position for a Chaplin and Village Board approval of the background application. Unanimously carried.

Monthly Numbers

Chief Timm provided an overview of the September 2022 Police Activity.

Adjourn

Umans/Jaramillo motion to adjourn at 7:29pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org
Phone: 262-245-2700

OFFICIAL MINUTES STREETS AND HIGHWAYS COMMITTEE WEDNESDAY, OCTOBER 12, 2022, AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Trustee Vlach at 6:30pm.

Roll Call

Trustees D'Alessandro and Vlach

Excused: Chairman Stanek

Also Present: President Duncan, Trustee Jaramillo and Wright, Administrator Tobin, Treasurer Peternell, Police Chief Timm, Director of Public Works Edwards, Recreation Director Rowland, Library Director Schnupp, Attorney Schroeder, Village Engineer Doug Snyder, Brett Biber; Baxter Woodman, John Sherrier; 119 Conference Point, Kevin Matray; Mackie Consultants LLC on behalf of John Sherrier.

Meeting Minutes

D'Alessandro/Vlach motion to approve meeting minutes of September 14, 2022. motion carried unanimously.

Update on State Highway 67 Project

Brett Biber provided an update on the Highway 67 Project. D'Alessandro inquired about what the plans are for the sidewalks in this area. Snyder stated that since there is no WDOT funding for streetscaping, the Village should request a meeting with the DOT prior to the project going out to bid so that they can provide input and a potential plan on streetscaping.

Update of 119 Conference Point – John Sherrier

Matray discussed the topographical survey that was done and an alternate concept to correct the drainage issue. Snyder stated that he has reviewed the plans, however the homeowner has not agreed to the alternate plan until during the meeting. Snyder stated that the homeowner should reimburse the Village for the costs that have been incurred up to this point and moving forward. Sherrier stated that he was unaware of the requirement to reimburse for engineering and/or legal fees. Schroeder stated that the ordinance states that actual charges are the responsibility of the permittee, whether a reimbursement agreement was signed or not. Vlach stated that the Village will provide Sherrier with documentation regarding all the charges that will be billed to Sherrier. Vlach stated that staff will provide documentation of costs to Sherrier, and he will have until October 26th to provide a written statement to the Village on how he plans to proceed.

Litter Signs on Harris Road

Vlach discussed the request from Jim Killan to install No Littering signs on Harris Road. Vlach stated that adding signs probably won't stop the problem and that there have been comments about the Village having too many signs. The ordinance already addresses littering and doesn't feel a sign is necessary. It was the consensus of the Committee to not add a sign and have Chief Timm contact Jim and let him know of the discussion.

Adjourn

D'Alessandro/Vlach motion to adjourn at 7:12pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

These are not official minutes until approved by the Streets & Highways Committee



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org
Phone: 262-245-2700

OFFICIAL MINUTES WATER AND SEWER COMMITTEE WEDNESDAY, OCTOBER 12, 2022, AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman Umans at 8:03pm

Roll Call

Trustees Umans and Jaramillo

Excused: Trustee Stanek

Also Present: President Duncan, Trustee D'Alessandro, Vlach and Wright, Administrator Tobin, Treasurer Peterzell, Police Chief Timm, Director of Public Works Edwards, Recreation Director Rowland, Library Director Schnupp, Engineer Snyder, Attorney Schroeder and Scott Reynolds; 145 Clover Street.

Meeting Minutes

Jaramillo/Umans motion to approve the September 14, 2022 meeting minutes. Unanimously carried.

Public Works Update

Edward stated that sewer line I&I repairs are underway, however, delivery of repairs parts are approximately 8 weeks out. Further Public Works updates to be provided by Village Engineer.

Baxter & Woodman Engineering Updates

Snyder provided an update on the following projects:

- State Road 67 Reconstruction

The WDOT plans to resurface the pavement between Glenwood Drive and the intersection of Geneva Street/Elkhorn Road. Due to supply chain issues, the WDOT is requiring the Village to purchase water main and sanitary sewer materials prior to the WDOT let date of January 2023. Core & Main provided a quote for \$300,303.59; however, Snyder recommends authorizing a value of 5% greater for a total of \$316,000. Snyder recommended having Core & Main deliver the material to the Village prior to construction and the Village will store the materials until needed. Umans/Jaramillo motion to recommend Village Board approval to authorize purchasing the water main and sanitary sewer materials in the amount of \$316,000. Unanimously carried.

- Southwick Creek Realignment

The project lacks matching funds and is no longer active.

- Geneva Lake Dredging at Southwick Creek

The Village hired Integrated Lakes Management to conduct a Bathymetric Survey and apply for a dredging permit. Duncan stated that the Geneva Lake _____ set aside \$10,000 for the Southwick Creek realignment and would ask them if they would consider allocating it to this project instead.

- Northwest Water Tower Antenna Relocation and Repainting

The Village is considering relocating the antenna carriers from the Northwest Water Tower and Potawatomi Water Tower to a site on Village property southwest of the Village Hall and is working with representatives from all carriers to present a proposal to the Village. Since the existing lease contracts expire in different years, it's anticipated to have all antennas relocated by 2029.

- Water Main Asset Management Condition Study

The plan consists of providing a plan to rehabilitate or replace the existing water mains that are older than 1950. The plan will inventory the water main segments and assess their condition. A draft version of the plan is anticipated to be available in November.

- Bailey Estates – Phase 4

Gerstad is planning on final paving and tree installation on Cambridge Drive and requesting Village acceptance in November.

- Water Loss and Infiltration Reduction

The project is to provide engineering assistance to staff to find sources of water loss. Snyder will work with utility staff to assign individual water meters to a sewage basin and begin collecting and comparing data on a quarterly basis.

- Harris Road Lift Station

The first phase includes a \$900,000 replacement of the station and the second phase includes a \$600,000 rerouting of the discharge force main from the lakefront to a location across from KNC. Snyder is planning to file an intent to apply application for a low interest loan through the WDNR. It does not commit the Village to the funds, just provides an option for a lower interest rate and longer repayment terms.

- Corrosion Control Study – Ammonia Reduction – Lime Reactor Cleaning

The Village was required to provide a draft study proposal to the WDNR describing plans for conducting the required Optimal Corrosion Control Treatment study. Additional testing is needed to confirm at breakpoint chlorination within the plant. Snyder plans to have a draft technical memorandum and action plan in November. Snyder is planning to file an intent to apply application for a low interest loan through the WDNR. It does not commit the Village to the funds, just provides an option for a lower interest rate and longer repayment terms.

Umans/Jaramillo motion to recommend Village Board approval of authorizing the Village President to sign the Intent To Apply Application for a Clean Water And Safe Water Drinking Fund Loans through the WDNR for the Harris Road Lift Station and the Lime Reactor Cleaning. Unanimously carried.

Additional water meter request – 145 Clover St

Resident Scott Reynolds was present to discuss adding an additional water meter for his pool. Umans provided a summary of quarterly bills from 2016 through 3rd quarter 2022. Reynolds stated that there is a leak in the pool and that is attributing to the high usage. He is requesting a 2nd meter for the pool so that he isn't charged for sewer usage for the pool. Umans stated that he should pursue getting the leak fixed and that would probably resolve the high usage which would eliminate the need for a 2nd meter. No action was taken.

Adjourn

Jaramillo/Umans motion to adjourn at 8:47pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

These are not official minutes until approved by the Water and Sewer Committee