



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, DECEMBER 14, 2022, AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman Wright at 7:27pm

Roll Call

Trustees Wright, D'Alessandro and Umans

Also Present: President Duncan, Trustees Jaramillo, Stanek and Vlach, Administrator Tobin, Treasurer Peternell, Director of Public Works Edwards and Recreation Director Rowland.

Meeting Minutes

Umans/D'Alessandro motion to approve meeting minutes of November 16, 2022, December 5, 2022, Joint Finance & Personnel Committee and Protective Services Committee December 4, 2022, and December 7, 2022. Unanimously carried.

LWMMIC Insurance Renewal

Tobin presented the 2023-2024 insurance renewal rates. The total premium for Liability, Property, Crime and Worker's Compensation increased from \$110,852 to \$112,983 or 1.9%. The Committee also requested the Village Administrator inquire about flood insurance for the Water Utility Plant. D'Alessandro/Umans motion to recommend Village Board approval of the 2023-2024 renewal rates. Unanimously carried.

Update to EMS Agreement with Fontana

Tobin presented an updated EMS agreement with Fontana with changes suggested by their Village Attorney. Umans/D'Alessandro motion to recommend Village Board approval of changes to EMS agreement. Unanimously carried.

Purchase of New Computers – Vanguard Computers Inc

Tobin presented the quote to replace a total of 13 desktop/laptop computers for Village Hall, Police Department, Recreation Department and EMS in the amount of \$10,864.11. Tobin stated that the pricing is through the State of Wisconsin contract and was included in the 2022 borrowing. Umans/D'Alessandro motion to recommend Village Board approval of purchasing the computers in the amount of \$10,864.11. Unanimously carried.

Purchase of Beach Cleaner and Utility Tractor

Edwards presented quotes for a new beach cleaner in the amount of \$29,354 and a utility tractor in the amount of \$34,406.58. Edwards stated that \$75,000 was included in the 2022 borrowing for the beach cleaner and requested that a utility tractor be approved for purchase with the remaining funds allocated for the beach cleaner. Umans/D'Alessandro motion to recommend Village Board approval of the purchase of the beach cleaner in the amount of \$29,354 and the utility tractor in the amount of \$34,406.58. Unanimously carried.

Part-Time Sports Coordinator – Recreation Department

D'Alessandro requested this item to be tabled and presented to the Parks & Lakefront Committee for discussion.

Adjourn

Umans/D'Alessandro motion to adjourn at 7:49pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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OFFICIAL MINUTES PARKS AND LAKEFRONT COMMITTEE WEDNESDAY, DECEMBER 14, 2022, AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman D'Alessandro at 7:20pm

Roll Call

Present: Trustees D'Alessandro, Stanek and Wright

Also Present: President Duncan, Trustee Jaramillo, Umans and Vlach, Administrator Tobin, Treasurer Peterneil, Director of Public Works Edwards, Recreation Director Rowland and Engineer Snyder.

Meeting Minutes

Wright/Stanek motion to approve meeting minutes of November 16, 2022. Unanimously carried.

Bid# WB-2022-02 Basketball and Tennis Court Construction

The Committee reviewed the bid submitted for the construction of new basketball and tennis courts. Sherrer Construction provided the lowest bid at \$219,500; the amount included in the borrowing for this project was \$250,000. Wright/Stanek motion to recommend Village Board approval of Sherrer Construction's bid in the amount of \$219,500. Unanimously carried.

Monthly Reports for Rec Department

The Committee reviewed the monthly recreation department activity reports.

Adjourn

Wright/Stanek motion to adjourn at 7:27pm. Unanimously carried.

/s/ Lori Peterneil, Village Treasurer

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OFFICIAL MINUTES PROTECTIVE SERVICES COMMITTEE WEDNESDAY, DECEMBER 14, 2022, AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman Vlach at 7:08pm

Roll Call

Trustees Vlach, Jaramillo and Umans

Also Present: President Duncan, Trustees D'Alessandro, Stanek and Wright, Administrator Tobin, Treasurer Peternell, Director of Public Works Edwards, Recreation Director Rowland and Engineer Snyder.

Meeting Minutes

Umans/Jaramillo motion to approve meeting minutes of November 16, 2022. Unanimously carried.

Umans/Jaramillo motion to approve Joint Finance & Personnel and Protective Services Committee meeting minutes of December 5, 2022. Unanimously carried.

Fontana EMS Reports

The Committee reviewed the November EMS reports.

KNC Snowmobile Trail Request

Vlach stated that he was contacted by a KNC Board member regarding the time and costs involved to install the snowmobile trail signs in KNC. Discussion was held regarding ways to contribute funds to KNC to offset their costs. D'Alessandro stated that he will talk to the business owners to see if they would make a donation to help with the costs.

Monthly Numbers

The Committee reviewed the November 2022 Police Activity.

Adjourn

Umans/Jaramillo motion to adjourn at 7:20pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer



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OFFICIAL MINUTES STREETS AND HIGHWAYS COMMITTEE WEDNESDAY, DECEMBER 14, 2022, AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman Stanek at 6:30pm.

Roll Call

Trustees Stanek, D'Alessandro and Vlach

Also Present: President Duncan, Trustee Jaramillo, Umans and Wright, Administrator Tobin, Treasurer Peternell, Director of Public Works Edwards, Recreation Director Rowland, and Village Engineer Snyder.

Meeting Minutes

Vlach/D'Alessandro motion to approve meeting minutes of November 16, 2022. Motion carried unanimously.

Update on State Highway 67 Project

Snyder stated that the bids for construction on STH 67 will be let on January 10, 2023.

Parking on N Walworth

The Committee discussed the 1-hour parking limit in the downtown area. After complaints were received regarding cars being parked for more than an hour, the Police Department started enforcing and issuing parking tickets. Several business owners were present to discuss the nature of their business that provides services that require more than an hour. Other business owners stated that 1 hour parking would help their business so that more customers have access to their establishment. Discussion was held regarding changing the time limit to 2 or 3 hours. Snyder stated that he can provide a plan at the February 2023 meeting in conjunction with the STH 67 construction plans. No action was taken.

Functional Classification Change – WisDOT

The WisDOT notified the Village regarding needing to change the functional classification of the North Lake Shore Drive from 67 to past George Williams College on the SW end of town. It will be changing from a minor arterial to a collector. The main purpose of the classifications is to determine eligibility for federal funding. Baxter Woodman recommends that the Village accept this change. Vlach/D'Alessandro motion to recommend Village Board approval of the WisDOT Functional Classification Change. Motion carried unanimously.

Adjourn

Vlach/D'Alessandro motion to adjourn at 7:08pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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OFFICIAL MINUTES WATER AND SEWER COMMITTEE WEDNESDAY, DECEMBER 14, 2022, AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman Umans at 7:49pm

Roll Call

Trustees Umans, Stanek and Jaramillo

Also Present: President Duncan, Trustee D'Alessandro, Vlach and Wright, Administrator Tobin, Treasurer Peternell, Director of Public Works Edwards, Recreation Director Rowland and Engineer Snyder.

Meeting Minutes

Jaramillo/Stanek motion to approve the November 16, 2022, meeting minutes with corrections. Unanimously carried.

Public Works Update

No Report

Baxter & Woodman Engineering Updates

Snyder provided an update on the following projects:

- State Road 67 Reconstruction

The majority of the water and sewer materials have been delivered; there are a few items on backorder.

- Geneva Lake Dredging at Southwick Creek

The Village hired Integrated Lakes Management to conduct a Bathymetric Survey and apply for a dredging permit. ILM has submitted a site plan and dewatering details that have been submitted to the WDNR and are waiting for an acknowledgement of the receipt.

- Water Main Asset Management Condition Study

No changes from last month's update.

- Bailey Estates – Gerstad

Phase 4: Gerstad plans to request Village acceptance sometime in late December.

Phase 5: Utilities have been installed and crushed aggregate base and lower level of asphalt have been completed. Electric is planned to start in December or January and gas services has been installed. Gerstad plans to ask for a reduced bond later in December.

- Water Loss and Infiltration Reduction

No changes from last month's update.

- Harris Road Lift Station

No changes from last month's update.

- Corrosion Control Study – Ammonia Reduction – Lime Reactor Cleaning

The study from Water Quality Investigations and the Engineer's Report were submitted to the DNR and the acknowledgement was received.

- Lime Reactor Cleaning

Baxter Woodman plans to prepare a bid package for repainting and cleaning in the next month and have the reactor back in service by Memorial Day.

- Well 2 Pump Replacement

An adjustable speed drive was added in 2007 to reduce energy use on the well pump. However, the pump is still hydraulically inefficient due to the size and the declining water level in the aquifer. The intent is to reduce the motor size from 50 HP to 30 HP which will reduce energy costs. Baxter Woodman will work on providing a work order for the design, approvals, bidding and construction administration.

- Water Tower Antenna Relocation

The goal is to relocate the wireless companies off the Olive Street and Potawatomi Drive water towers before they are repainted or removed from service before 2029. Village staff and the engineer met with representatives from Verizon who wants to be providing service in the area within the next 12 months. Staff will continue to work with Baxter Woodman relocate the antenna and work with the wireless companies.

Adjourn

Umans/Jaramillo motion to adjourn at 8:11pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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