



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, JANUARY 11, 2023, AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman Jaramillo at 7:52pm

Roll Call

Trustees Jaramillo and Wright

Excused: Vlach

Also Present: Trustee D'Alessandro, Stanek, Umans, Interim Administrator Bretl, Treasurer Peternell, Director of Public Works Edwards and Library Director Schnupp.

Meeting Minutes

Jaramillo/Wright motion to approve the meeting minutes of December 14, 2022. Unanimously carried.

Bailey Estates – Phase 4B – Request to Reduce the Letter of Credit

Peternell explained that the letter of credit reduction request included in packet had been approved in 2022 and was placed on the agenda in error. No action taken.

Adjourn

Jaramillo/Wright motion to adjourn at 7:53pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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OFFICIAL MINUTES

FINANCE AND PERSONNEL COMMITTEE

WEDNESDAY, JANUARY 11, 2023, AT 6:30 PM

VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman Wright at 7:18pm

Roll Call

Trustees Wright, D'Alessandro, and Umans

Also Present: Trustees Jaramillo and Stanek, Interim Administrator Bretl, Treasurer Peternell, Director of Public Works Edwards, Library Director Schnupp, Recreation Director Rowland, and Engineer Snyder.

Meeting Minutes

D'Alessandro/Umans motion to approve meeting minutes of December 14, 2022, with corrections regarding investigating flood insurance for the water plant, Joint Finance & Personnel Committee and Protective Services Committee December 19, 2022. Unanimously carried.

R-2-23 Establishing salaries and expense reimbursement levels of Village President and Village Trustees

Wright stated that this is an annual resolution that needs to be adopted and there are no changes for 2023.

Umans/D'Alessandro motion to recommend Village Board approval of R-2-23 Establishing salaries and expense reimbursement levels of Village President and Village Trustees. Unanimously carried.

Clerk and Treasurer Appointments

Bretl discussed the terms of the Clerk and Treasurer and stated that they are currently annual appointments that state statutes provide Village Boards with flexibility on the tenure of each position. He stated that recruitment and retention may be easier if you can provide greater job security. Discussion was held on the Village Board process for appointments, and it was the consensus of the Committee to not make any changes to the appointment term for the Clerk and Treasurer.

Proposals from Gordon Flesch – Laserfiche Software and Document Storage Project

The Committee reviewed the proposals from Gordon Flesch to provide Laserfiche software and document storage. Discussion was held regarding some questions regarding the language in the contract. Bretl stated that the contract is probably a boiler plate contract and Gordon Flesch may not be agreeable to changes. Bretl felt the questions regarding the contract were of low risk and recommended that if Gordon Flesch does not agree to all that changes that the Committee let Bretl decide if it's acceptable to move forward. D'Alessandro/Umans motion to recommend Village Board approval of Interim Administrator Bretl discuss recommended changes to the contract with Gordon Flesch and determine if it's acceptable to move forward with the contract. Unanimously carried.

Adjourn

D'Alessandro/Umans motion to adjourn at 7:42pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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OFFICIAL MINUTES PARKS AND LAKEFRONT COMMITTEE WEDNESDAY, JANUARY 11, 2023, AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman D'Alessandro at 7:17pm

Roll Call

Present: Trustees D'Alessandro, Stanek and Wright

Also Present: Trustees Jaramillo and Umans, Interim Administrator Bretl, Treasurer Peternell, Director of Public Works Edwards, Recreation Director Rowland, Library Director Schnupp and Engineer Snyder.

Meeting Minutes

Stanek/Wright motion to approve meeting minutes of December 14, 2022, and December 19, 2022. Unanimously carried.

Monthly Reports for Rec Department

The Committee reviewed the monthly recreation department activity reports.

Adjourn

Wright/Stanek motion to adjourn at 7:18pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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OFFICIAL MINUTES

PROTECTIVE SERVICES COMMITTEE

WEDNESDAY, JANUARY 11, 2023, AT 6:30 PM

VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Trustee Umans at 7:16pm

Roll Call

Trustees Jaramillo and Umans

Excused: Vlach

Also Present: Trustees D'Alessandro, Stanek and Wright, Interim Administrator Bretl, Treasurer Peternell, Director of Public Works Edwards, Recreation Director Rowland, Library Director Schnupp and Engineer Snyder.

Meeting Minutes

Umans/Jaramillo motion to approve the meeting minutes of December 14, 2022, and Joint Finance & Personnel meeting minutes of December 19, 2022. Unanimously carried.

Monthly Numbers

The Committee reviewed the December 2022 Police Activity.

Adjourn

Umans/Jaramillo motion to adjourn at 7:17pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer



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OFFICIAL MINUTES STREETS AND HIGHWAYS COMMITTEE WEDNESDAY, JANUARY 11, 2023, 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 and D'Alessandro

Excused: Vlach

Also Present: Trustee Jaramillo, Umans and Wright, Interim Administrator Bretl, Treasurer Peternell, Director of Public Works Edwards, Recreation Director Rowland, Library Director Schnupp, Village Engineer Snyder, Lee Christensen (36 Congress St), Jack Sherrier (119 Conference Point) and Patty Clare (131 Conference Point).

Meeting Minutes

D'Alessandro/Stanek motion to approve meeting minutes of December 14, 2022 (5:45pm) and December 14, 2022 (6:30pm). Motion carried unanimously.

Congress St. Speed Limit Signs

Lee Christenson (36 Congress) requested that the Village install (2) speed limit signs going East & West on Congress Street. Stanek discussed the results of the data from the electronic speed sign from September 15 to October 9, 2022 that was provided at the November 16th Committee meeting and stated that the Committee determined at that time that additional signs were not needed. Christensen requested that the data be collected in June or July when summer residents are here. Further discussion was held regarding speed bumps and it was the consensus to not install speed bumps. D'Alessandro/Stanek motion to recommend Protective Services approved (2) speed signs going East & West on Congress Street. Motion carried unanimously.

119 Conference Point Rd – status update

Jack Sherrier was present to provide an update on the grading and removal of (2) trees that were to be removed by January 11, 2023. Sherrier stated that the (2) trees have been removed and has hired a landscaper to do the grading, however it can't be done when the ground is frozen or wet due to moisture issues. Snyder stated that he is making good progress and recommending giving Sherrier another month to complete everything. Discussion was held regarding an agreement between the Sherrier's and the Clare's that approves a modified plan. Patty Clare stated that she does not want to modify the plan that was approved by the Village, she wants the Sherrier's to adhere to the original approved plan. It was the consensus of the Committee that if they can't agree on an approved plan by February, Sherrier will need to comply with the approved plan.

Adjourn

D'Alessandro/Stanek motion to adjourn at 7:16pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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OFFICIAL MINUTES WATER AND SEWER COMMITTEE WEDNESDAY, JANUARY 11, 2023, AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman Umans at 7:45pm

Roll Call

Trustees Umans, Stanek and Jaramillo

Also Present: Trustee D'Alessandro and Wright, Interim Administrator Bretl, Treasurer Peternell, Director of Public Works Edwards, Library Director Schnupp, and Engineer Snyder.

Meeting Minutes

Stanek/Jaramillo motion to approve the meeting minutes of December 14, 2022. Unanimously carried.

01/10/2023 WDOT Bid results for STH 67 Utilities – Update from Baxter Woodman

Snyder stated that Payne & Dolan was the low bidder on the project. A new State Municipal Agreement will be revised when contract is awarded, and a preconstruction meeting will be scheduled.

Public Works Update

No Report

Baxter & Woodman Engineering Updates

Snyder provided an update on the following projects:

- Geneva Lake Dredging at Southwick Creek

No changes from last month's update.

- Water Main Asset Management Condition Study

No changes from last month's update.

- Bailey Estates – Gerstad

No changes from last month's update.

- 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

No changes from last month's update.

- Lime Reactor Cleaning

No changes from last month's update.

- Well 2 Pump Replacement

No changes from last month's update.

- Water Tower Antenna Relocation

No changes from last month's update.

- Women's Leadership Center

This property was previously owned by the University of Chicago (UIC); In June of 2020, the Village provided the design team an Engineering Guidance for Concept Plan Development, which was based on the UIC and Yerkes efforts. The Village Engineer, Zoning Administrator and Interim Administrator met with representatives from the Women's Leadership Center and were provided their 1-4-23 draft site plan, not many of the Village requested public improvements are part of the site plan. The engineer will need input from the Village of what to require from the developer for public improvements, including right-of-way, easements, water main replacement, and sanitary sewer repair on the property.

Adjourn

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

/s/ Lori Peternell, Village Treasurer

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