



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, NOVEMBER 16, 2022, AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman Jaramillo at 8:40pm

Roll Call

Trustees Jaramillo, Vlach and Wright

Also Present: President Duncan and Trustee D'Alessandro, Umans, Administrator Tobin, Treasurer Peternell, Police Chief Timm and Director of Public Works Edwards.

Meeting Minutes

Vlach/Wright motion to approve the meeting minutes of October 12, 2022. Unanimously carried.

2022-16 Ordinance – Amending Sec. 39-0207C and 390-0223C Communication Towers

Jaramillo stated that the current ordinance does not allow all companies to replace communication towers, so ordinance needs to be updated to allow for this since 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. Wright/Vlach motion to approve sending proposed Ordinance to the Plan Commission for recommendation to the Village Board. Unanimously carried.

2022-17 Ordinance Repealing and Recreating 390-0811 – Communication Towers

Jaramillo stated that this ordinance changes the language regarding communication towers to comply with current state statutes. Wright/Jaramillo motion to approve sending proposed Ordinance to the Plan Commission for recommendation to the Village Board. Unanimously carried.

2022-18 Animal Ordinance – Creating Sec. 253-5M – Public Nuisances Affecting Peace and Safety (Harboring of Uncontrolled Animals)

Jaramillo discussed the previous proposed ordinance that would limit the number of allowable dogs and cats in the Village. It was the consensus of the Committee to draft an ordinance to address uncontrolled animals as a public nuisance instead of putting a limit on the number of animals allowed. Vlach/Wright motion to recommend Village Board approval of 2022-18 Animal Ordinance – Creating Sec. 253-5M – Public Nuisances Affecting Peace and Safety (Harboring of Uncontrolled Animals). Unanimously carried.

Adjourn

Wright/Vlach motion to adjourn at 8:49pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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OFFICIAL MINUTES FINANCE AND PERSONNEL COMMITTEE WEDNESDAY, NOVEMBER 16, 2022, AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman Wright at 8:49pm

Roll Call

Trustees Wright, D'Alessandro and Umans

Also Present: President Duncan, Trustees Jaramillo, Vlach, Administrator Tobin, Treasurer Peternell, Police Chief Timm, Director of Public Works Edwards, Recreation Director Rowland, Library Director Schnupp and Richard Tuma; representative for Clear Water Salon Spa.

Meeting Minutes

D'Alessandro/Umans motion to approve meeting minutes of September 26, 2022, September 28, 2022, October 12, 2022, and November 9, 2022. Unanimously carried.

Rubbish and Recycling Contract with Nieuwehuis Bros. Inc

Tobin stated that the current contract with Nieuwenhuis expires on December 31, 2022, and Nieuwenhuis submitted a 5-year proposal with increases between 1% and 1.5%. D'Alessandro/Umans motion to recommend Village Board approval of a 5-year contract with Nieuwenhuis Bros. Unanimously carried.

Resolution R-30-22 Joint Barrett Memorial Library and Village Board Resolution regarding Library Reserves

Wright discussed the proposed joint resolution that was a collaborative effort between the Library Director, Library President and Village staff to develop a policy on how to handle funds at the end of the year. The resolution states any funds remaining at the end of Library fiscal year shall be placed into the Library reserve account, and any shortfall shall be drawn from the Library reserve account. The resolution will become effective with the 2023 Budget.

D'Alessandro/Umans motion to recommend Village Board approval of Resolution R-30-22 Joint Barrett Memorial Library and Village Board Resolution regarding Library Reserves. Unanimously carried.

WEDC Community Development Investment Grant Program

Richard Tuma was present to discuss a grant opportunity for Clear Water Salon Spa through the Wisconsin Economic Development Corporation (WEDC) to expand their business on the property they purchased in 2020. Tobin stated that the Village would need to be the applicant because it's only available to governments to apply; however, Clear Water would be responsible for providing all the information required for the grant. D'Alessandro/Umans motion to recommend Village Board approval to proceed with the application process. Unanimously carried.

Purchase of New Ambulance

Tobin stated the Fire Chief and Rescue Captain found a demo unit that would be available for purchase in early 2023. The total cost is \$198,980 and would be paid for with the \$89,000 EMS Flex Grant and borrowing. Umans/D'Alessandro motion to recommend Village Board approval of purchasing a demo ambulance in the amount of \$189,980 from Pomas Fire Equipment. Unanimously carried.

Resolution R-31-22 Commitment of 2022 Fund Balance

Wright stated that this is a resolution that needs to be done on an annual basis to designate the committed amount of fund balance as required by the auditor. The resolution states that \$450,000 is committed to a Fire Department Building and \$300,000 is committed to Pier Slips. D'Alessandro/Umans motion to recommend Village Board approval of Resolution R-31-22 Commitment of 2022 Fund Balance. Unanimously carried.

2023 Budget

D'Alessandro/Wright motion to recommend Village Board approval of the 2023 budget as presented at the December 5, 2022, public hearing. Unanimously carried.

2022 Payable 2023 Levy Limit Worksheet

Peternell reviewed the levy limit worksheet with the Committee. Peternell stated that the total levy amount of \$3,910,373 includes the EMS referendum. For information only, no action required.

Umans/D'Alessandro motion to convene into closed session at 9:14pm 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.

- Resolution R-32-22 2023 Wages

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 9:17pm. Unanimously carried.

Umans/D'Alessandro motion to recommend Village Board approval of Resolution R-33-22 2023 Wages. Unanimously carried.

Adjourn

D'Alessandro/Umans motion to adjourn at 9:18pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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OFFICIAL MINUTES PARKS AND LAKEFRONT COMMITTEE WEDNESDAY, NOVEMBER 16, 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, Chris Kirby; Geneva Lake Astrophysics and STEAM and Bruce Nelson; Williams Bay Lions Club.

Meeting Minutes

Wright/D'Alessandro motion to approve meeting minutes of October 12, 2022. Unanimously carried.

Request from Geneva Lake Astrophysics and STEAM

Chris Kirby was present to discuss the group's proposed project to attach a tethered sensor to the last swim buoy on the East side. The sensor housing, sensor systems, and analytics, will all be designed, built, and configured by students. Students will use a kayak rented from the Village, and paddle around the swim area, to the last buoy. Retrieve the tethered sensor housing and paddle it to shore, where cleaning, updating, and data retrieval will take place. Wright/D'Alessandro motion to recommend Village Board approval to allow the Geneva Lake Astrophysics and STEAM students to attach a tethered sensor to last swim buoy on the East side for their proposed project.

Monthly Reports for Rec Department

The Committee reviewed the monthly recreation department activity reports.

Edgewater Park Rental Agreement Discussion

Bruce Nelson was present to discuss the Lion's Club concerns regarding organizations utilizing equipment in the kitchen at Edgewater Park. Nelson stated that all the equipment in the kitchen is the Lions Club property and in the past some items have been damaged by other organizations. Nelson requested that if other organizations are requesting to use the kitchen, that they contact the Lions Club to arrange for an inspection of the equipment prior and after the event. Discussion was held that the Lions Club will rekey the building in order to help control who has access to the building. It was the consensus of the Committee to amend the Edgewater contract to include language that organizations need to email the Lions Club if they will be utilizing the kitchen.

Adjourn

Wright/D'Alessandro motion to adjourn at 8:01pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer



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OFFICIAL MINUTES

PROTECTIVE SERVICES COMMITTEE

WEDNESDAY, NOVEMBER 16, 2022, AT 6:30 PM

VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman Vlach at 6:36pm

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 Chaplain Bill Myers.

Meeting Minutes

Umans/Jaramillo motion to approve meeting minutes of October 12, 2022. Unanimously carried.

Congress Street Speed Sign Results

Chief Timm discussed the data obtained from the electronic speed sign from September 15 to October 9, 2022. The total vehicle count during that time period was 2595, with a total of 400 speed limit violations with the maximum speed of 39 miles per hour. The average speed was 22 miles per hour. Vlach stated that based on the data, additional signs are not needed at this time. He requested Chief Timm to add patrolling to that area when available.

Walworth County P25 Radios

Chief Timm stated that the radios need to be changed due to Walworth County's new system that will provide more flexibility and better coverage. The County awarded the contract to Radicom to supply the radios to all the participating municipalities. Tobin stated that we will also be requesting quotes for DPW. Payment for the radios will be in 2024, however we need to sign the quote by 12/15/2022 to receive the discounted pricing.

The quote for Police Department radios is as follows:

- (10) Single band portable radios: \$38,826.00
- (3) Single band mobile radios; \$20,307.59
- (1) Control station: \$7,351.88
- (1) Dual bank mobile radio: \$9,641.78

The quote for Fire Department radios is as follows:

- (10) Dual band radios: \$54,517.80
- (7) Dual band mobile radios: \$53,190.59

Vlach/Jaramillo motion to recommend Village Board approval of signing of the quotes for the Police Department and Fire Department radios and have the Finance & Personnel Committee recommend funding in 2024. Unanimously carried.

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Chaplin Approval

Chief Timm stated that Bill Myers has completed the application and the background check, and all reference checks have been completed. Bill Myers was present to introduce himself and answer questions from the Board. Umans/Jaramillo motion to recommend Village Board approval of Bill Myers. Unanimously carried.

Monthly Numbers

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

Chief's Report

Chief Timm stated that he met with the Lion's Club for a follow-up meeting to recap the Corn & Brat Festival. Office Raabe is into her 3rd week of training and doing very well. Vehicle 294 was totaled and the new one in order with expected delivery of July 2023. Chief Timm was elected Vice President of Walworth County Executive Law Association.

Adjourn

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

/s/ Lori Peterzell, Village Treasurer



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OFFICIAL MINUTES STREETS AND HIGHWAYS COMMITTEE WEDNESDAY, NOVEMBER 16, 2022, AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Trustee D'Alessandro at 6:30pm.

Roll Call

Trustees D'Alessandro and Vlach

Excused: Chairman Stanek

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

Meeting Minutes

Vlach/D'Alessandro motion to approve meeting minutes of October 12, 2022. Motion carried unanimously.

Update on State Highway 67 Project

Brett Biwer 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 on STH 67 Project

Snyder was present to provide an update on the STH 67 Project. Snyder stated that the materials authorized to be purchased from Core & Main have been delivered to the Horvath building and that the Director of Public Works and himself will be verifying that the materials are correct. The total estimated amount needed from municipal funds is \$1,795,519. The project schedule is as follows:

- January 10, 2023; DOT let date for project bidding
- March 2023 to Memorial Day 2023; The water main and sanitary sewer will be constructed
- November 2023; the roadway will be completed

The Committee also reviewed the detour map and new sidewalk plans provided by the DOT. Snyder stated that the DOT will hold a pre-construction meeting with the Police Department and Fire Department to discuss traffic concerns during construction.

Adjourn

D'Alessandro/Vlach motion to adjourn at 6:36pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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OFFICIAL MINUTES WATER AND SEWER COMMITTEE WEDNESDAY, NOVEMBER 16, 2022, AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman Umans at 8:02pm

Roll Call

Trustees Umans and Jaramillo

Excused: Trustee Stanek

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

Meeting Minutes

Umans/Jaramillo motion to approve the October 12, 2022, and October 17, 2022, meeting minutes. Unanimously carried.

2023 Water & Sewer Utility Budgets

The Committee reviewed the 2023 proposed Water & Sewer Utility budgets. Umans stated the \$150,000 expense for Well#2 should be removed from the 2023 budget because it will be done in 2024. Umans/Jaramillo motion to recommend Village Board approval of the proposed 2023 Water Utility budget including change for Well #2 expense. Unanimously carried.

Umans/Jaramillo motion to recommend Village Board approval of the 2023 Sewer Utility budget as presented. Unanimously carried.

KNC 8" Force Main

Discussion was held regarding the 8" Force main to the North Right of Way on Geneva St instead of through KNC due to concerns from KNC regarding it going through KNC property. For discussion only, no action taken.

Public Works Update

Edwards stated that the I&I repair has been completed so there will be less clean water in the sewer system. They are working on the meter

Baxter & Woodman Engineering Updates

Snyder provided an update on the following projects:

- State Road 67 Reconstruction

The materials authorized from Core & Main at the October meeting have been delivered and need to be verified by the Village that the materials are correct. The total estimated amount need from municipal funds is \$1,795,519.

- Geneva Lake Dredging at Southwick Creek

The Village hired Integrated Lakes Management to conduct a Bathymetric Survey and apply for a dredging permit. A site plan and dewatering details have been submitted to Integrated Lakes Management as discussed at the October meeting.

- 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 December.

- Bailey Estates – Gerstad

Phase 4: Paving of Cambridge Drive has been completed, Gerstad needs to complete installation of trees and request Village acceptance.

Phase 5: Utilities have been installed and crushed aggregate base and lower level of asphalt have been completed. Electric and gas services have not been installed yet. Baxter Woodman is observing the construction and are updating the Village utility maps.

- Water Loss and Infiltration Reduction

The project is to provide engineering assistance to staff to find sources of water loss. The utility clerk has been working with Snyder 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 the East Geneva Street right of way or the north route through KNC as it is still being considered. The intent to apply application through the DNR has been filed.

- Corrosion Control Study – Ammonia Reduction – Lime Reactor Cleaning

The water analysis study has been completed by Water Quality Investigations. The study concludes that the copper corrosion in the water system is caused by an elevated amount of ammonia present in the source water. The recommended plan is to add chlorine within the water treatment plant to convert the ammonia to nitrogen gas and to modify the existing operations. This plan will require an addition to the existing chlorine room and replacement of the non-compliant service booster pumps in the water plant. The Village filed an Intent to Apply through the Safe Water Drinking Loan program for this project.

Umans/Jaramillo motion to recommend Village Board approval of authorizing the Village Engineer to submit the report to the DNR by the required deadline of December 31, 2022. Unanimously carried.

Adjourn

Umans/Jaramillo motion to adjourn at 8:40pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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