VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | vi.williamsbay.wi.gov

Phone: 262-245-2700

OFFICIAL MINUTES
VILLAGE BOARD MEETING 6/19/2023 MEETING
MONDAY, JUNE 19, 2023 AT 6:30 PM
VILLAGE HALL COUNCIL ROOM
250 WILLIAMS STREET
WILLIAMS BAY, WI 53191

I. Call to Order

President Duncan called the meeting to order at 06:30pm.

II. Roll Call

Present: President Bill Duncan, Trustee George Vlach, Trustee Jim D'Alessandro, Trustee Lowell Wright, Trustee Robert Umans, Trustee Adam Jaramillo, Trustee Steven Russell
Also Present: Administrator David Lothspeich, Police Chief Justin Timm, Director of Public Works Wayne Edwards, Village Engineer Doug Snyder, Clerk Tina Kolls

III. Pledge of Allegiance

The Pledge of Allegiance was recited by all.

IV. Minutes

A. Village Board Meeting Minutes of 6/5/2023

The motion approve to the Village Board Meeting Minutes of 6/5/2023 was initiated by Trustee Umans and seconded by Trustee Wright. Unanimously carried.

V. Consent Agenda

The motion to approve the Consent Agenda was initiated by Trustee Wright and seconded by Trustee Vlach. Unanimously carried.

A. Resolution R-12-23 2023 Wisconsin Department of Natural Resources Compliance Maintenance Annual Report (CMAR)

B. Resolution R-23-23 Authorizing Contract for Village Assessor Services - Accurate Appraisal, LLC

C. Resolution R-25-23 Approving Renewal of Residential and Commercial Water Cross Connection Control Program Agreements - Hydro Corp.

D. Resolution R-27-23 Approving An Engagement Letter For Continued Auditing Services - Baker Tilly, LLP

E. Resolution R-35-23 Establishing the Minimum Bond Amount for the Municipal Judge

VI. Presentation of accounts and petitions

A. Payroll ending 06-02-2023 in the amount of $57,408.35

The motion to approve the Payroll ending 06-02-2023 in the amount of $57,408.35 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

B. Accounts Payable Unpaids dated 06-16-2023 in the amount of $540,314.09

The motion to approve the Accounts Payable Unpaids dated 06-16-2023 in the amount of $540,314.09 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

C. Monthly Electronic Fund Transfer (ETF) payments in the amount of $89,246.68

The motion to approve the Monthly Electronic Fund Transfer (ETF) payments in the amount of $89,246.68 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

D. Prepaids dated 06-12-2023 in the amount of $3,345,51

The motion to approve the Prepaids dated 06-12-2023 in the amount of $3,345,51 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

E. May Financial Statements

The motion to approve the May Financial Statements was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

VII. Plan Commission

A. Request for Conditional Use Permit
APPLICANT: Rafael Rodriguez (Owner)
TAX KEY NUMBER: WOP 00215
STREET ADDRESS: 220 W. Geneva St., Williams Bay, WI 53191
Applicant is requesting a Conditional Use Permit per Section 390-1207 *Conditional Use Permit,* and Section 390-0602(B)(3) *Continuance of a Nonconforming Use* to rebuild, relocate, and enlarge an existing accessory dwelling unit in the SF-6 Village Residential District.

The motion to approve the request for a Conditional Use Permit per Section 390-1207 *Conditional Use Permit,* and Section 390-0602(B)(3) *Continuance of a Nonconforming Use* to rebuild, relocate, and enlarge an existing accessory dwelling unit in the SF-6 Village Residential District. with the conditions that it was not to exceed 600 square feet and it must comply with all setback requirements as documented in a survey was initiated by Trustee Wright and seconded by Trustee Jaramillo. Unanimously carried.

VIII. PUBLIC COMMENTS

There were no public comments.

IX. President's Remarks

A. Recognize Memorial Day events

President Duncan spoke in recognition of the Memorial Day events.

B. New Playground equipment

President Duncan spoke about how awesome the new playground equipment was. President Duncan explained that his grandchildren had recently enjoyed the new equipment at the Baywood Heights Park. President Duncan suggested that the Parks and Lakefront Committee could discuss Edgewood Parks at the next committee meeting.

X. Ordinances and Resolutions

A. Resolution R-32-23 Declaring Official Intent to Reimburse Expenditures From Proceeds of Borrowing From The Clean Water Fund Loan

Motion made by Committee, no second required. Unanimously carried.

B. Resolution R-38-23 Establishing The Regularly Scheduled Village Board & Committee Meeting Dates 2023

President Duncan moved this item to the end of the meeting so that it could be addressed after the discussion on possible revision to the Board/Committee format.

The Board voted to move the 1st meeting of July to Wednesday July 5th, 2023 due to the July 4th, 2023 holiday and tabled the rest of the schedule until the next meeting.

XI. Committee Reports

A. Finance & Personnel, Trustee Wright - Chair

1. Resolution R-28-23 Authorizing Application for Safe Drinking Water Loan Program - Water Plant Copper Corrosion Control

Motion made by Committee, no second required. Unanimously carried.

2. Resolution R-29-23 Authorizing Application for Clean Water Fund Program - Lift Station 3 Replacement

Motion made by Committee, no second required. Unanimously carried.

3. Resolution R-30-23 Authorizing Baxter & Woodman Water Plant Work Order - Water Plant Copper Corrosion Control - Chlorine Modifications

The motion to approve the Resolution R-30-23 Authorizing Baxter & Woodman Water Plant Work Order - Water Plant Copper Corrosion Control - Chlorine Modifications with the amendment of the funding to come from sewer borrowed funds was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

4. Resolution R-31-23 Authorizing Baxter & Woodman Water Plant Work Order - Water Plant Copper Corrosion Control - Service Pump Modifications

The motion to approve the Resolution R-31-23 Authorizing Baxter & Woodman Water Plant Work Order - Water Plant Copper Corrosion Control - Service Pump Modifications with the amendment of the funding to come from sewer borrowed funds was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

5. Resolution R-33-23 Authorizing Baxter & Woodman Engineering Support Work Order - Water Plant Flood Mapping

Motion made by Committee, no second required. Unanimously carried.

6. Resolution R-34-23 Authorizing Baxter & Woodman Theater Road Park Work Order - Tennis, Paddle & Basketball Courts

The motion to approve the Resolution R-34-23 Authorizing Baxter & Woodman Theater Road Park Work Order - Tennis, Paddle & Basketball Courts with the amendment for the funding to come from levy support was initiated by Trustee Wright and seconded by Trustee Russell. Unanimously carried.

7. Resolution R-36-23 Authorizing Baxter & Woodman Design and Construction Engineering Services Work Order - Well # 2 Pump Replacement

The motion to approve the Resolution R-36-23 Authorizing Baxter & Woodman Design and Construction Engineering Services Work Order - Well # 2 Pump Replacement with the amendment that the funding come from water borrowed funds was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

B. Protective Services, Trustee Vlach - Chair

1. Resolution R-24-23 Approving Temporary Class B Retailers License - Williams Bay Volunteer Fire Department

Motion made by Committee, no second required. Unanimously carried.

2. Resolution R-37-23 Adoption of the 2022-2026 Walworth County All Natural Hazards Mitigation Plan

Motion made by Committee, no second required. Unanimously carried.

3. Original, Renewal, or Temporary Operator License Applications

The motion to approve the Original, Renewal, or Temporary Operator License Applications was initiated by Trustee Vlach and seconded by Trustee Jaramillo. Unanimously carried.

4. Alcohol License Renewals

The motion to approve the Combination Class "B" Fermented Malt Beverage and "Class B" Intoxicating Liquor License Renewal Applications 1-5 was initiated by Trustee Vlach and seconded by Trustee Wright. Unanimously carried.

The motion to approve the Reserve Combination Class "B" Fermented Malt Beverage and "Class B" Intoxicating Liquor License Renewal Applications 1-2 was initiated by Trustee Vlach and seconded by Trustee Jaramillo. Unanimously carried.

The motion to approve the Combination Class "A" Fermented Malt Beverage and "Class A" Intoxicating Liquor License Renewal Applications 1-3 was initiated by Trustee Vlach and seconded by Trustee Russell. Unanimously carried.

The motion to approve the Tobacco Products License Renewals 1-3 was initiated by Trustee Vlach and seconded by Trustee Russell. Trustee Jaramillo abstained, Motion carries.

5. Resolution R-39-23 Approving Temporary Class "B" and "Class B" Retailers License for Williams Bay Lioness Lions Club

The motion to approve the Resolution R-39-23 Approving Temporary Class "B" and "Class B" Retailers License for Williams Bay Lioness Lions Club was initiated by Trustee Vlach and seconded by Trustee Wright. Unanimously carried.

C. Parks & Lakefront, Trustee Russell - Chair

1. Resolution R-21-23 Approving Edgewater Park Use and Policy Contract - Williams Bay Fire Department 57th Annual Chicken Roast

Motion made by Committee, no second required. Unanimously carried.

2. Resolution R-22-23 Approving Edgewater Park Use and Policy Contract - William Guy Forbeck Research Foundation Yoga Class and Family Fun

Motion made by Committee, no second required. President Duncan Abstained, Motion carries.

D. Building, Zoning, & Ordinance, Trustee Jaramillo - Chair

1. Placeholder

E. Water & Sewer, Trustee Umans - Chair

1. Placeholder

F. Streets & Highways, Trustee D'Alessandro - Chair

1. Placeholder

XII. Public Comments

XIII. Other Items for Discussion, Consideration, or Action

A. Pier Permit for 202 Circle Parkway

President Duncan moved this item to after the Minutes section so that the people present for this item would not have to sit throught the entire meeting.

The motion to approve the Pier Permit for 202 Circle Parkway with the condition that an as built is provided to the Zoning Administrator upon completion was initiated by Trustee Umans and seconded by Trustee Russell. Unanimously carried.

B. Discuss possible revision to Board/Committee format

The Board discussed the possible revision to the Committee Meetings format in order to allow Board members who are not on the committee to be able to give feedback on items which are on the agenda. The Board discussed several format options for future Committee Meetings. The Board requested a legal opinion regarding meeting quorum laws.

XIV. Adjournment

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee D'Alessandro at 07:24pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk