



VILLAGE OF WILLIAMS BAY

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

OFFICIAL MINUTES STREETS AND HIGHWAYS COMMITTEE MONDAY, AUGUST 7, 2023, AT 6:45 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Chairman Trustee D'Alessandro called the meeting to order at 6:56pm.

Roll Call

Present: Trustees D'Alessandro, Russell, and Vlach

Also Present: President Duncan, Trustees Jaramillo, and Wright, Administrator Lothspeich, Clerk Kolls, Police Chief Timm, Director of Public Works Edwards, Village Engineer Snyder, Recreation Director Rowland, Allison Schwark; Municipal Code Enforcement.

Meeting Minutes

The motion to approve the Meeting Minutes of July 5, 2023, was initiated by Trustee Vlach and seconded by Trustee Russell. Unanimously carried.

Bailey Estates Annual Block Party – September 9, 2023

The motion to recommend Village Board approval of the Bailey Estates Annual Block Party to be held on September 9, 2023, was initiated by Trustee Vlach and seconded by Trustee Russell. Unanimously carried.

Discussion of Crosswalks: (1) Geneva St./STH 67 @ Stam St. – Existing Crosswalk; (2) E. Geneva St. @ Kishwaukee Nature Conservancy Path – New Crosswalk; and (3) E. Geneva St. @ Potawatomi Rd. – New Crosswalk

Connie Gluth, 95 Lackey Dr, discussed her concerns about the crosswalk across from Frost Park. A discussion was held regarding three crosswalks - along Geneva Street. Trustee D'Alessandro suggested we could recommend changes to the crosswalks to the state. Trustee Vlach suggested that we could get studies completed by Southeastern Wisconsin Regional Planning Commission (SEWRPC) on all three crosswalks.

The motion to direct Police Chief Timm to contact Southeastern Wisconsin Regional Planning Commission (SEWRPC) to have a study done regarding these three crosswalks was initiated by Trustee D'Alessandro and seconded by Trustee Russell. Unanimously carried.

Adjourn

The motion to adjourn was initiated by Trustee D'Alessandro and seconded by Trustee Vlach at 7:07pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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OFFICIAL MINUTES PROTECTIVE SERVICES COMMITTEE MONDAY, AUGUST 7, 2023, AT 6:45 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Chairman Trustee Vlach called the meeting to order at 7:07pm

Roll Call

Present: Trustees Vlach, Jaramillo, and Russell

Also Present: President Duncan, Trustees Wright, and D'Alessandro, Administrator Lothspeich, Clerk Kolls, Police Chief Timm, Director of Public Works Edwards, Village Engineer Snyder, Recreation Director Rowland, Allison Schwark; Municipal Code Enforcement.

Meeting Minutes

The motion to approve the meeting minutes of July 5, 2023, was initiated by Trustee Jaramillo and seconded by Trustee Russell. Unanimously carried.

Police Department Monthly Numbers

The Committee reviewed the July 2023 Police monthly numbers.

Police Chief's Monthly Report

Chief Timm gave a summary of recent events which included the following:

- Officer Borgen will be returning to school in September.
- With Officer Hammett leaving the Department they lost their emergency vehicle operations instructor, which was a biannual requirement, so Lieutenant Kostock took the instructor course.
- The Department had been planning for Corn & Brat and felt very prepared.
- Several members of the Department attended the National Night out event in Walworth County last week which Chief felt went great.
- Part-time staffing was discussed and Chief Timm explained that there are currently three part-time officers, Murphy, Rossman and Gates. Gates would be leaving the department in September to go back to school. Rossman works about 2 days a year and Murphy works 2-4 days a year however they are crucial as they are instructors, so it saves having to send people out. Chief Timm went on to explain that new graduates don't seem to want to work a second job, so part-timers are not really a thing anymore. Graduates are going straight into full time positions.

Adjourn

The motion to adjourn was initiated by Trustee Jaramillo and seconded by Trustee Russell at 7:12pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk



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OFFICIAL MINUTES PARKS AND LAKEFRONT COMMITTEE MONDAY, AUGUST 7, 2023, AT 6:45 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Chairman Trustee Russell called the meeting to order at 7:12pm.

Roll Call

Present: Trustees Russell and Wright

Also Present: President Duncan, Trustees Jaramillo, D'Alessandro and Vlach, Administrator Lothspeich, Clerk Kolls, Police Chief Timm, Director of Public Works Edwards, Village Engineer Snyder, Recreation Director Rowland, Allison Schwark; Municipal Code Enforcement.

Meeting Minutes

The motion to approve meeting minutes of July 5, 2023, was initiated by Trustee Wright and seconded by Trustee Russell. Unanimously carried.

Business Lease Renewal for TLS Windsled, Inc.

The motion to recommend Village Board approval of the Business Lease Renewal for TLS Windsled, Inc. was initiated by Trustee Wright and seconded by Trustee Russell. Unanimously carried.

Discussion Regarding Bailey Estates Subdivision Park

Several members of Bailey Estates spoke about the subdivision park. The highlights included:

- Pat Heise, 423 Cambridge Dr, spoke of concerns the cost of a HOA will have on homeowners who are on a fixed income. Heise also spoke of concerns of security issues a park may bring to the neighborhood.
- Enza MacDonald, 463 Chasefield Dr, spoke about the current terrain explaining that it is currently unwalkable. MacDonald explained that she would like to see trees and flowers.
- Greg Nelson, 468 Chasefield Dr, explained that they were told by the builder that when a certain number of homes were constructed the Village would be responsible for the upkeep of the common areas.
- Chris Marken, 423 Ashley Ct, explained that the builder told them there would be no HOA. Marken explained that they would like to see something minimal and natural.
- Josh Frantz, 403 Cambridge Dr, explained that there are many families with small children, and they would like to see a play yard for kids.
- Amy Wolski, 427 Ashley Ct, explained that she would like to see the Village do a survey of what the neighborhood would like to see put in that area.
- Karen Turscany-Lopez, 478 Chasefield Ct, explained that she would like to see pickleball, some trails, walking paths and maybe a skate park.
- Anne Marie Gump, 425 Chesterfield Ct, explained that they would like to see some pickleball courts or walking paths. Gump expressed some concern about any criminal activity a park may bring to the neighborhood and inquired about any crime that has occurred in other parks within the Village.

Village Engineer Snyder explained that at some point the upkeep would be the Village's responsibility and the Villages cost. Trustee Wright explained that community input would be welcome when the Village was ready to move forward.

Recreation Directors Report

Recreation Director Rowland gave a summary of recent events which included the following:

- The Recreation Department recently lost Sheila, their part-time employee, and Rowland has been covering the hours himself but, hoped to have some applications to be reviewed soon.
- Baseball season was now over, and the Football season would be starting in the coming week.
- The first Boo in the Bay meeting was held, and they are planning to have it October 7th this year at the school. They are planning to include tailgating with free food, pumpkin carving for kids, and a costume contest in a runway style. The event is expected to be a lot of fun.

Adjourn

The motion to adjourn was initiated by Trustee Wright and seconded by Trustee Russell at 7:32pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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VILLAGE OF WILLIAMS BAY

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OFFICIAL MINUTES WATER AND SEWER COMMITTEE MONDAY, AUGUST 7, 2023, AT 6:45 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Trustee Vlach called the meeting to order at 7:32pm

Roll Call

Present: Trustees Jaramillo, and Vlach

Also Present: President Duncan Trustees D'Alessandro, Russell and Wright, Administrator Lothspeich, Clerk Kolls, Police Chief Timm, Director of Public Works Edwards, Village Engineer Snyder, Recreation Director Rowland, Allison Schwark; Municipal Code Enforcement.

Meeting Minutes

The motion to approve the meeting minutes of July 5, 2023, was initiated by Trustee Jaramillo and seconded by Trustee Vlach. Unanimously carried.

The motion to approve the meeting minutes of July 12, 2023, was initiated by Trustee Jaramillo and seconded by Trustee Vlach. Unanimously carried.

Project Approval for Cured In Place Pipe (CIPP) Sanitary Sewer Lining and Televising

Director of Public Works Edwards explained that this was a proposal for lining a series of sewer pipes from Hill Street to Valley Street. Edwards explained that he has put the project out for bid to four companies and has received interest from two. Edwards explained that the project is estimated to cost \$80,000.00 and that there is money in the borrowed fund for this project. Edwards explained that this project is to update bad pipes.

Public Works Director Report

The Public Works Director had no report.

Engineers Report

Village Engineer Snyder gave a brief report which included the following:

- DOT East/West of 67 still owes the Village a State Municipal agreement which he is expecting to receive any day.
- Corrosions Study/Water plant mods is still at DNR for approval.
- Harris Road Lift Station is at DNR for approval.

Adjourn

The motion to adjourn was initiated by Trustee Jaramillo and seconded by Trustee Vlach at 7:37pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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OFFICIAL MINUTES BUILDING, ZONING AND ORDINANCE COMMITTEE MONDAY, AUGUST 7, 2023, AT 6:45 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Chairman Trustee Jaramillo called the meeting to order at 7:37pm

Roll Call

Trustees Jaramillo, D'Alessandro, and Wright

Also Present: President Duncan, Trustees Vlach and Russell, Administrator Lothspeich, Clerk Kolls, Police Chief Timm, Director of Public Works Edwards, Village Engineer Snyder, Recreation Director Rowland, Allison Schwark; Municipal Code Enforcement.

Meeting Minutes

The motion to approve the meeting minutes of July 5, 2023, was initiated by Trustee D'Alessandro and seconded by Trustee Wright. Unanimously carried.

Ordinance Amending Section 110-5 of the Code of Ordinances of the Village of Williams Bay Concerning Village Board Bylaws

The motion to recommend Village Board approval of the Ordinance Amending Section 110-5 of the Code of Ordinances of the Village of Williams Bay Concerning Village Board Bylaws was initiated by Trustee Wright and seconded by Trustee D'Alessandro.

Ordinance Amending Village Code Re: Tree Preservation Regulations

The motion to recommend referral to Village Board for approval of the Ordinance Amending Village Code Re: Tree Preservation Regulations was initiated by Trustee D'Alessandro and seconded by Trustee Wright. Unanimously failed.

Ordinance Amending Village Code Re: Prohibiting the Transportation of Aquatic Invasive Species as proposed by the Geneva Lakes Environmental Agency (GLEA)

The motion to recommend Village Board approval of the Ordinance Amending Village Code Re: Prohibiting the Transportation of Aquatic Invasive Species as Proposed by the Geneva Lakes Environmental Agency (GLEA) was initiated by Trustee Jaramillo and seconded by Trustee Wright. Unanimously carried.

Adjourn

The motion to adjourn was initiated by Trustee D'Alessandro and seconded by Trustee Wright at 8:09pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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VILLAGE OF WILLIAMS BAY

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OFFICIAL MINUTES FINANCE AND PERSONNEL COMMITTEE MONDAY, AUGUST 7, 2023, AT 6:45 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Chairman Wright called the meeting to order at 8:09pm

Roll Call

Present: Trustees Wright, D'Alessandro

Also Present: President Duncan, Trustees Jaramillo, Vlach and Russell, Administrator Lothspeich, Clerk Kolls, Police Chief Timm, Director of Public Works Edwards, Village Engineer Snyder, Recreation Director Rowland, Allison Schwark; Municipal Code Enforcement.

Meeting Minutes

The motion to approve the meeting minutes of July 5, 2023, was initiated by Trustee D'Alessandro and seconded by Trustee Wright. Unanimously carried.

Consideration of Accepting Bid for Tennis and Basketball Courts – Theater Road Park

Trustee Wright recommended they defer this item until he was able to discuss a funding source with Administrator Lothspeich. This item will be readdressed at the September Committee Meeting.

Consideration of Accepting Bid for Geneva Lake Dredging at Southwick Creek

Trustee Wright recommended they defer this item until he was able to discuss a funding source with Administrator Lothspeich. This item will be readdressed at the September Committee Meeting.

Consideration of Accepting Bid for Lime Reactor Cleaning

Trustee Wright recommended they defer this item until he was able to discuss a funding source with Administrator Lothspeich. This item will be readdressed at the September Committee Meeting.

Consideration of Accepting the Bid for Well 2 Pump Replacement

Trustee Wright recommended they defer this item until he was able to discuss a funding source with Administrator Lothspeich. This item will be readdressed at the September Committee Meeting.

Consideration of Amending the 2023 Budget

The motion to recommend Village Board approval of Amending the 2023 Budget was initiated by Trustee D'Alessandro and seconded by Trustee Wright. Unanimously carried. Trustee Wright recommended this be placed on the consent agenda.

Consideration of Quote for Engine Repairs to 2006 International Village Truck by Lakeside Intl. LLC.

Director of Public Works Edwards explained that it would cost \$21,000.00 for a head replacement for the 2006 Plow Truck. Edwards explained that this expense is outside of his budget, and he wasn't sure where the money would come from.

The motion to recommend Village Board approval for Engine Repairs to 2006 International Village Truck by Lakeside Intl. LLC with the funding source to be discussed by Trustee Wright and Administrator Lothspeich was initiated by Trustee Wright and seconded by Trustee D'Alessandro. Unanimously carried.

Funding Request For Cured In Place Pipe (CIPP) Sanitary Sewer Lining and Televising

The motion to recommend Village Board approval for up to \$100,000.00 with the money to come from borrowed funds for Cured in Place Pipe (CIPP) Sanitary Sewer Lining and Televising was initiated by Trustee Wright and seconded by Trustee D'Alessandro. Unanimously carried.

Authorization to Fill Vacant Public Works Position - Full-time Public Works/Water Operation Job Opening & Advertisement

Trustee wright explained that this item was just informational as the Village Administrator has the authority to do this type of hiring according to ordinance.

Village Administrator Annual Performance Review (1) Approval of 2023 Goals and (2) Review/Possible Modification to the Employee Review Form

The motion for the Finance and Personnel Committee to adopt the 2023 goals for David Lothspeich for his 2023 review was initiated by Trustee Wright and seconded by Trustee D'Alessandro. Unanimously carried.

Treasurer's Report

The Finance and Personnel Committee reviewed the Treasurers report.

Monthly Borrowings Status Report

There was a brief discussion on the borrowing status report which included the following:

- There would be more discussion on the borrowing status during the budget process
- The timeline for the CIP was discussed. Administrator Lothspeich explained that the CIP was expected to be ready for Committee review by September.
- Trustee Wright mentioned that the Village had some spend down requirements that would need to be reviewed.

Adjourn

The motion to adjourn was initiated by Trustee D'Alessandro and seconded by Trustee Wright at 8:30pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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