



VILLAGE OF WILLIAMS BAY

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OFFICIAL MINUTES JOINT MEETING OF THE VILLAGE BOARD COMMITTEE OF THE WHOLE & COMMITTEES

**MONDAY, OCTOBER 2, 2023 AT 6:45 PM
VILLAGE HALL COUNCIL ROOM
250 WILLIAMS STREET
WILLIAMS BAY, WI 53191**

I. Village Board Committee of the Whole

a. Call to Order

President Duncan called the meeting to order at 06:50pm.

b. Roll Call

Present: President Bill Duncan, Trustees Lowell Wright, Robert Umans, Jim D'Alessandro, Adam Jaramillo, Steven Russell
Also Present: Administrator Lothspeich, Luitenant Kostock, Public Works Director Edwards, Village Engineer Snyder, Clerk Kolls
Excused: Trustee George Vlach

c. Village Board Committee of the Whole Meeting Minutes of September 5, 2023

The motion to approve the Village Board Committee of the Whole Meeting Minutes of September 5, 2023 as corrected was initiated by Trustee Umans and seconded by Trustee Russell. Unanimously carried.

II. Streets & Highways Committee – D'Alessandro, Russell, Vlach (5 Min.)

a. Call to Order

Chairman Trustee D'Alessandro called the meeting to order at 06:52pm.

b. Roll Call

Present: Trustees D'Alessandro and Russell
Also Present: President Duncan, Trustees Jaramillo, Wright, and Umans, Administrator Lothspeich, Luitenant Kostock, Public Works Director Edwards, Village Engineer Snyder, Clerk Kolls
Excused: Trustee Vlach

c. Streets & Highways Committee Meeting Minutes of September 5, 2023

The motion to approve the Streets & Highways Committee Meeting Minutes of September 5, 2023 was initiated by Trustee Russell and seconded by Trustee D'Alessandro. Unanimously carried.

d. Adjournment

The motion to adjourn was initiated by Trustee D'Alessandro and seconded by Trustee Russell at 06:53pm. Unanimously carried.

III. Protective Services Committee – Vlach, Russell, Jaramillo (5 Min.)

a. Call to Order

Trustee Jaramillo called the meeting to order at 06:53pm.

b. Roll Call

Present: Trustees Russell and Jaramillo

Also Present: President Dunacn, Trustees D'Alessandro, Wright and Umans, Administrator Lothspeich, Luitenant Kostock, Public Works Director Edwards, Village Engineer Snyder, Clerk Kolls

Excused: Trustee Vlach

c. Protective Services Committee Meeting Minutes

1. September 5, 2023

The motion to approve the Protective Services Committee Meeting Minutes of September 5, 2023 was initiated by Trustee Jaramillo and seconded by Trustee Russell. Unanimously carried.

2. September 18, 2023

The motion to approve the Protective Services Committee Meeting Minutes of September 18, 2023 was initiated by Trustee Jaramillo and seconded by Trustee Russell. Unanimously carried.

d. Fontana Emergency Medical Services (EMS) Monthly Numbers

The committee reviewed the Fontana Emergency Medical Services Monthly Numbers.

e. Police Department Monthly Numbers

The committee reviewed the Police Department Monthly Numbers.

f. Adjournment

The motion to adjourn was initiated by Trustee Russell and seconded by Trustee Jaramillo at 06:56pm. Unanimously carried.

IV. Building, Zoning & Ordinance Committee – Jaramillo, Wright, D'Alessandro (10 Min.)

a. Call to Order

Chairman Trustee Jaramillo called the meeting to order at 06:56pm.

b. Roll Call

Present: Trustees Jaramillo, Wright and D'Alessandro

Also Present: President Duncan, Trustees Umans, and Russell, Administrator Lothspeich, Luitenant Kostock, Public Works Director Edwards, Village Engineer Snyder, Clerk Kolls

c. Building, Zoning & Ordinance Committee Meeting Minutes of September 5, 2023

The motion to approve the Building, Zoning & Ordinance Committee Meeting Minutes of September 5, 2023 as corrected was initiated by Trustee D'Alessandro and seconded by Trustee Jaramillo. Unanimously carried.

d. Discussion of Increasing Village Treasurer Position Current One (1) Year Term

The motion to recommend the Village Board approve Increasing the Village Treasurer Position's Current One (1) Year Term to a Three (3) Year Term was initiated by Trustee Jaramillo and seconded by Trustee Wright. Trustee D'Alessandro, No. Motion carries.

e. Adjournment

The motion to adjourn was initiated by Trustee Wright and seconded by Trustee D'Alessandro at 07:08pm. Unanimously carried.

V. Parks & Lakefront Committee – Russell, Wright, Umans (10 Min.)

a. Call to Order

Chairman Trustee Russell called the meeting to order at 07:08pm.

b. Roll Call

Present: Trustees Russell, Wright, and Umans

Also Present: President Duncan, Trustees Jaramillo, and D'Alessandro, Administrator Lothspeich, Luitenant Kostock, Public Works Director Edwards, Village Engineer Snyder, Clerk Kolls

c. Parks & Lakefront Committee Meeting Minutes of September 5, 2023

The motion to approve the Parks & Lakefront Committee Meeting Minutes of September 5, 2023 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

d. Lifeguard Services Agreement for the 2024 Summer Season

The motion to recommend Village Board approval of the Lifeguard Services Agreement for the 2024 Summer Season as corrected was initiated by Trustee Russell and seconded by Trustee Wright. Unanimously carried.

e. Geneva Lake Water Safety Patrol request for a Defibrillator (AED) to be kept at the Williams Bay Public Beach

The motion to recommend Village Board approval of the Geneva Lake Water Safety Patrol request for a Defibrillator (AED) to be kept at the Williams Bay Public Beach was initiated by Trustee Russell and seconded by Trustee Wright with the funding source to be determined. Unanimously carried.

f. Recreation Directors Report

The Recreation Director had no report.

g. Adjournment

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Wright at 07:14pm. Unanimously carried.

VI. Water & Sewer Committee – Umans, Jaramillo, Vlach (20 Min.)

a. Call to Order

Chairman Trustee Umans called the meeting to order at 07:14pm.

b. Roll Call

Present: Trustees Umans, Jaramillo

Also Present: President Duncan, Trustees D'Alessandro, Wright, and Russell, Administrator Lothspeich, Luitenant Kostock, Public Works Director Edwards, Village Engineer Snyder, Clerk Kolls

Excused: Trustee Vlach

c. Water & Sewer Committee Meeting Minutes of September 5, 2023

The motion to approve the Water & Sewer Committee Meeting Minutes of September 5, 2023 was initiated by Trustee Umans and seconded by Trustee Jaramillo. Unanimously carried.

d. Clover Street and Williams Street Developments Agreements

The motion to recommend Village Board approval of the Clover Street and Williams Street Developments Agreements was initiated by Trustee Umans and seconded by Trustee Jaramillo. Unanimously carried.

e. Public Works Department replacement of water leak/loss detection tool

The motion to recommend Village Board approval of the Public Works Department's replacement of water leak/loss detection tool was initiated by Trustee Umans and seconded by Trustee Jaramillo. Unanimously carried.

f. Public Works Directors Report

The Public Works Director had no report.

g. Engineers Report

Village Engineer Snyder gave updates on several projects going on in the Village. The highlights were:

- State Road 67 Reconstruction: North-South Section WDOT update.
- There is a scoping meeting planned for STH 67 Reconstruction: East - West Section on October 11, 2023.
- Construction on STH 67 Reconstruction East - West Section is expected to take place mid to late 2026 or 2027.
- The contractor for the Lime Reactor Cleaning project is TMI Coatings. They have 60 days to perform this work, which must be done by April 15, 2024.
- The contractor for the Well 2 pump replacement is Water Well Solutions, Inc.. They have 120 days to perform

this work, which must be done by April 15, 2024.

- The contractor for the Geneva Lake Dredging at Southwick Creek is RLP Diversified, Inc with Odling Construction doing the load, haul and dispose of the dredged material. The contractors have 60 days to perform this work, which must be done by April 15, 2024.
- The Tennis and Basketball at Theatre Road Park has been awarded. DK Contractors is performing the sitework. WIL-Surge Electric, Inc. is installing the pole bases and the electric conduit for future lighting. The contractors have 60 days to install base materials, light pole bases, and pavement. They have until May 24, 2024 to achieve completion.
- Harris Road Lift Station (LS 3) Replacement update.
- Bailey Estates - Phase 4&5 Update.
- Clover and Wittig Water Main Extension project update.

h. Adjournment

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Jaramillo at 07:39pm. Unanimously carried.

VII. Finance & Personnel Committee – Wright, D'Alessandro, Umans (45 Min.)

a. Call to Order

Chairman Trustee Wright called the meeting to order at 07:39pm.

b. Roll Call

Present: Trustees Wright, D'Alessandro, and Umans

Also Present: President Duncan, Trustees Jaramillo and Russell, Administrator Lothspeich, Luitenant Kostock, Public Works Director Edwards, Village Engineer Snyder, Clerk Kolls

c. Finance & Personnel Committee Meeting Minutes

The Finance & Personnel Committee Meeting Minutes were tabled to the next Committee Meeting.

1. September 5, 2023
2. September 13, 2023
3. September 14, 2023
4. September 18, 2023
5. September 27, 2023

d. Clover Street and Williams Street Developments Agreements

The motion to recommend Village Board approval of up to \$10,000.00 to Baxter & Woodman for their Engineering Services on the Clover Street and Williams Street Development Agreements with the funding to come from the 2023 contingency was initiated by Trustee Wright and seconded by Trustee D'Alessandro. Unanimously carried.

e. Draft 2024 Budget Status Review

There was a brief discussion about the 2024 budget status.

f. Public Works Department replacement of water leak/loss detection tool

The motion to recommend Village Board approval of the Public Works Department replacement of water leak/loss detection tool with the funding to come from 2023 budget was initiated by Trustee D'Alessandro and seconded by Trustee Umans. Unanimously carried.

g. Lifeguard Services Agreement for the 2024 Summer Season

The motion to recommend Village Board approval of the Lifeguard Services Agreement for the 2024 Summer Season as corrected by Parks & Lakefront Committee was initiated by Trustee D'Alessandro and seconded by Trustee Umans. Unanimously carried.

h. Geneva Lake Water Safety Patrol request for a Defibrillator (AED) to be kept at the Williams Bay Public

Beach

The motion to recommend Village Board approval of the Geneva Lake Water Safety Patrol request for a Defibrillator (AED) to be kept at the Williams Bay Public Beach was initiated by Trustee Wright and seconded by Trustee D'Alessandro. Unanimously carried.

i. Consideration of a Village Board Handbook

The Committee decided to table the Consideration of a Village Board Handbook until the November Finance & Personnel Meeting.

j. Discussion of Tax Increment Financing

The motion to enlist Baird to complete a study in regard to Tax Increment Financing not to exceed \$2500.00 was initiated by Trustee D'Alessandro and seconded by Trustee Umans. Unanimously carried.

k. Monthly Borrowings Status Report

There was no report.

l. Treasurer's Report

The Village Interim Treasurer had no report.

m. Adjournment

The motion to adjourn was initiated by Trustee Wright and seconded by Trustee D'Alessandro at 08:14pm. Unanimously carried.

VIII. Possible Action on Matters Discussed in Committees

There was no action taken.

IX. Village Board Committee of the Whole

a. Adjournment

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Wright at 08:14pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

These are not official Minutes until approved by the Governing Body.