



VILLAGE OF WILLIAMS BAY

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

**TUESDAY, SEPTEMBER 5, 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 06:47pm.

b. Roll Call

Present: Bill Duncan, Lowell Wright, George Vlach, Robert Umans, Jim D'Alessandro, Adam Jaramillo, Steven Russell

Also Present: Administrator Lothspeich, Police Chief Timm, Clerk Kolls, Brett Biwer, Baxter & Woodman

II. Streets & Highways Committee – D'Alessandro, Russell, Vlach (10 Min.)

a. Call to Order

Chairman Trustee D'Alessandro called the meeting to order at 06:48pm.

b. Roll Call

Present: Trustees D'Alessandro, Vlach, and Russell

c. Streets & Highways Committee Meeting Minutes of August 7, 2023

The motion to approve the Streets & Highways Committee Meeting Minutes of August 7, 2023 was initiated by Trustee Russell and seconded by Trustee Vlach. Unanimously carried.

d. Village Engineer Work Order - STH 67 Reconstruction: West Section - Design Utility Improvements

The motion to recommend to the Finance and Personnel Committee for a funding source the Village Engineer Work Order - STH 67 Reconstruction: West Section - Design Utility Improvements was initiated by Trustee Vlach and seconded by Trustee Russell. Unanimously carried.

e. Adjourn

The motion to adjourn was initiated by Trustee Vlach and seconded by Trustee Russell at 06:58pm. Unanimously carried.

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

a. Call to Order

Chairman Trustee Russell called the meeting to order at 06:58pm.

b. Roll Call

Present: Trustees Russell, Wright, and Umans

c. Parks & Lakefront Committee Meeting Minutes of August 7, 2023

The motion to approve the Parks & Lakefront Committee Meeting Minutes of August 7, 2023 was initiated by Trustee Wright and seconded by Trustee Russell. Trustee Umans abstained, motion carries.

d. Williams Bay Lions Club Edgewater Use and Policy Contract for Nick Caselli Rocking Car Show October 14, 2023

The motion to approve the Williams Bay Lions Club Edgewater Use and Policy Contract for Nick Caselli Rocking Car Show on October 14, 2023 was initiated by Trustee Umans and seconded by Trustee Wright. Unanimously carried.

e. Consideration of Accepting Bid for Geneva Lake Dredging at Southwick Creek re: Odling Construction to load the dewatered dredge sediment, haul it to their pit, and dispose of the material

The motion to recommend the Finance & Personnel Committee find a funding source for the Consideration of Accepting Bid for Geneva Lake Dredging at Southwick Creek re: Odling Construction to load the dewatered dredge sediment, haul it to their pit, and dispose of the material was initiated by Trustee Umans and seconded by Trustee Wright. Unanimously carried.

f. Adjourn

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Wright at 07:01pm. Unanimously carried.

IV. Protective Services Committee – Vlach, Russell, Jaramillo (20 Min.)

a. Call to Order

Chairman Trustee Vlach called the meeting to order at 07:01pm.

b. Roll Call

Present: Trustees Vlach, Russell, and Jaramillo

c. Special Protective Services Committee Meeting Minutes of August 7, 2023

The motion to approve the Special Protective Services Committee Meeting Minutes of August 7, 2023 was initiated by Trustee Jaramillo and seconded by Trustee Vlach. Unanimously carried.

d. Protective Services Committee Meeting Minutes of August 7, 2023

The motion to approve the Protective Services Committee Meeting Minutes of August 7, 2023 was initiated by Trustee Russell and seconded by Trustee Jaramillo. Unanimously carried.

e. Fontana Emergency Medical Services (EMS) Monthly Numbers

The Committee reviewed the July 2023 EMS Monthly Emergency Medical Services Numbers.

f. Police Department Monthly Numbers

The Committee Reviewed the July 2023 Police Department Monthly Numbers.

g. Police Chief's Monthly Report

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

- The Corn & Brat fest went well. It was a safe event with only 10 open intoxicants and all coming to the event.
- The Police Department was working with the Lions Club on the Nick Casselli Car Show to ensure a safe traffic pattern.
- Officer Scurto will be gone for two weeks on Military Duty.
- The Police Department was working on the Drug Buy Back in Walworth County. We had 134 lbs of narcotics dropped into the green box in the hallway, which keeps it out of our sewers.

h. Williams Bay Lions Club Temporary Class "B" and "Class B" Retailer's License Application for October 14, 2023

The motion to recommend Village Board approval of the Williams Bay Lions Club Temporary Class "B" and "Class B" Retailer's License Application for October 14, 2023 was initiated by Trustee Vlach and seconded by Trustee Jaramillo. Unanimously carried.

i. Kishwauketoe Nature Conservancy - Friends of Kishwauketoe Temporary "Class B" Retailer's License

Application for October 14, 2023 and October 15, 2023

The motion to recommend Village Board approval of the Kishwaukee Nature Conservancy - Friends of Kishwaukee Temporary "Class B" Retailer's License Application for October 14, 2023 and October 15, 2023, with the fees waived, was initiated by Trustee Vlach and seconded by Trustee Jaramillo. Unanimously carried.

j. Walworth Avenue Speed Sign Report

Police Chief Timm discussed the findings of the Walworth Avenue speed sign the highlights being:

- The Maximum speed was 39 miles per hour.
- The average speed was 19-20 miles per hour.
- The results of the report did not appear to show an excess of speeding.

Trustee D'Alessandro requested that the report from the Walworth Avenue be compared to reports from the other streets that have been completed in the past to see if the percentage of speeding cars is the same.

Trustee Vlach explained that Walworth Avenue has more traffic than other streets and he thought that should be kept in mind when comparing it to other speed sign reports.

k. Authorizing the Police Department & Fire Department to Sell Surplus Equipment & Supplies

The motion to recommend Village Board approval Authorizing the Police Department & Fire Department to Sell Surplus Equipment & Supplies was initiated by Trustee Russell and seconded by Trustee Jaramillo. Unanimously carried.

l. Adjourn

The motion to adjourn was initiated by Trustee Jaramillo and seconded by Trustee Russell at 07:22pm. Unanimously carried.

V. Building, Zoning & Ordinance Committee – Jaramillo, Wright, D'Alessandro (20 Min.)

a. Call to Order

Chairman Trustee Jaramillo called the meeting to order at 07:22pm.

b. Roll Call

Present: Trustees Jaramillo, Wright, and D'Alessandro

c. Building, Zoning & Ordinance Committee Meeting Minutes of August 7, 2023

The motion to approve the Building, Zoning & Ordinance Committee Meeting Minutes of August 7, 2023 was initiated by Trustee Wright and seconded by Trustee D'Alessandro. Unanimously carried.

d. Village Code Amendment(s) - Tree Preservation Ordinance

The motion to recommend Village Board approval as amended of Village Code Amendment(s) - Tree Preservation Ordinance was initiated by Trustee Jaramillo and seconded by Trustee Wright. Unanimously carried.

e. Village Code Amendments - Ordinance Regulating Political Signs

The motion to recommend Plan Commission Approval as amended of Village Code Amendments - Ordinance Regulating Political Signs was initiated by Trustee Jaramillo and seconded by Trustee D'Alessandro. Trustee Wright No. Motion carries.

f. Ordinance #2023-09 Amending Village Code Section 22-1 Re: Municipal Judge Re: Oath

The motion to recommend the Village Board approval of Ordinance #2023-09 Amending Village Code Section 22-1 Re: Municipal Judge Re: Oath was initiated by Trustee Jaramillo and seconded by Trustee D'Alessandro. Unanimously carried.

g. Clover Street and Williams Street Developments Agreements

The Clover Street and Williams Street Developments Agreements were deferred to the October 2, 2023 Building, Zoning & Ordinance Committee Meeting.

h. Adjourn

The motion to adjourn was initiated by Trustee Wright and seconded by Trustee D'Alessandro at 07:45pm. Unanimously

carried.

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

a. Call to Order

Chairman Trustee Umans called the meeting to order at 07:45pm.

b. Roll Call

Present: Trustees Umans, Jaramillo, and Vlach

c. Water & Sewer Committee Meeting Minutes of August 7, 2023

The motion to approve the Water & Sewer Committee Meeting Minutes of August 7, 2023 was initiated by Trustee Vlach and seconded by Trustee Jaramillo. Trustee Umans Abstained. Motion carries.

d. Village Engineer Work Order - STH 67 Reconstruction: West Section - Design Utility Improvements

The motion to recommend to the Finance and Personnel Committee for a funding source the Village Engineer Work Order - STH 67 Reconstruction: West Section - Design Utility Improvements was initiated by Trustee Umans and seconded by Trustee Vlach. Unanimously carried.

e. Public Works Directors Report

The Public Works Director had no report.

f. Engineers Report

The Committee reviewed the Engineers Report.

g. Adjourn

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Jaramillo at 07:57pm. Unanimously carried.

VII. Finance & Personnel Committee – Wright, D'Alessandro, Umans (60 Min.)

a. Call to Order

Chairman Trustee Wright called the meeting to order at 07:57pm.

b. Roll Call

Present: Trustees Wright, D'Alessandro, and Umans

c. Finance & Personnel Committee Meeting Minutes of August 7, 2023

The motion to approve the Finance & Personnel Committee Meeting Minutes of August 7, 2023 was initiated by Trustee D'Alessandro and seconded by Trustee Wright. Trustee Umans abstained. Motion carries.

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

The motion to recommend Village Board approval of the Bid for Tennis and Basketball Courts – Theater Road Park including the electrical wiring only with the funding to come from the theatre Road Concession was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

e. Consideration of Accepting Bid for Lime Reactor Cleaning

The motion to recommend Village Board approval of the Bid for Lime Reactor Cleaning with the funding to come from the Southwick Creek Realignment was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

f. Consideration of Accepting the Bid for Well 2 Pump Replacement

The motion to recommend Village Board approval of the Bid for Well 2 Pump Replacement with funding to come from the Southwick Creek Realignment was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

g. Consideration of Accepting Bid for Geneva Lake Dredging at Southwick Creek

The motion to recommend Village Board approval of the Bid for Geneva Lake Dredging at Southwick Creek with the funding coming from the East Geneva Street Project was initiated by Trustee Wright and seconded by Trustee D'Alessandro. Unanimously carried.

- h.** Consideration of Accepting Bid for Geneva Lake Dredging at Southwick Creek re: Odling Construction to load the dewatered dredge sediment, haul it to their pit, and dispose of the material

The motion to recommend Village Board approval of the Bid for Geneva Lake Dredging at Southwick Creek re: Odling Construction to load the dewatered dredge sediment, haul it to their pit, and dispose of the material with the funding coming from the East Geneva Street Project was initiated by Trustee Wright and seconded by Trustee D'Alessandro. Unanimously carried.

- i.** Village Engineer Work Order - STH 67 Reconstruction: West Section - Design Utility Improvements

The motion to recommend Village Board approval of the Village Engineer Work Order - STH 67 Reconstruction: West Section - Design Utility Improvements with funding to come from the Chlorination Project was initiated by Trustee Wright and seconded by Trustee D'Alessandro. Unanimously carried.

- j.** Renewal of the Municipal Business Lease with TLS Windsled Inc. for the 2023 Season

The motion to recommend Village Board approval on Consent Agenda the Renewal of the Municipal Business Lease with TLS Windsled Inc. for the 2023 Season was initiated by Trustee Umans and seconded by Trustee D'Alessandro. Unanimously carried.

- k.** Authorizing the Police Department, Fire & EMS Department and Administrative Office to Sell Surplus Equipment & Supplies

The motion to recommend Village Board approval Authorizing the Police Department, Fire & EMS Department and Administrative Office to Sell Surplus Equipment & Supplies was initiated by Trustee Umans and seconded by Trustee D'Alessandro. Unanimously carried.

- l.** Approval of Amended Performance Appraisal Form for the Village Administrator

The committee reviewed the Performance Appraisal Form for the Village Administrator.

- m.** Draft Capital Improvement Program (CIP) Presentation - Baird

Adam Ruechel and Kevin Mullen of Baird gave a brief overview of the draft Capital Improvement Program (CIP) to the Committee.

- n.** Review budget process and salary increase parameters

The Committee discussed the budget process and the salary increase parameters.

- o.** Treasurer's Report

- p.** Monthly Borrowings Status Report

The Committee reviewed the Monthly Borrowings Status Report.

- q.** Adjourn

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee D'Alessandro at 08:57pm. Unanimously carried.

VIII. Possible Action on Matters Discussed in Committees

There were no matters discussed.

IX. Village Board Committee of the Whole

- a.** Adjournment

The motion to adjourn was initiated by Trustee Wright and seconded by Trustee Vlach at 08:58pm. Unanimously carried.