



VILLAGE OF WILLIAMS BAY

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

**MONDAY, FEBRUARY 19, 2024 AT 6:30 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 06:30pm.

b. Roll Call

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

Also Present: Administrator David Lothspeich, Police Chief Justin Timm, Village Engineer Doug Snyder, Public Works

Director Wayne Edwards, Treasurer Jennifer Wiese, Clerk Tina Kolls

Excused: Trustee Jaramillo

c. Village Board Committee of the Whole & Committee Meeting Minutes of January 2, 2024

The motion to approve the Village Board Committee of the Whole & Committee Meeting Minutes of January 2, 2024 was initiated by Trustee Umans and seconded by Trustee Wright. Unanimously carried.

II. Streets & Highways Committee – D'Alessandro, Russell, Vlach (2 Min.)

a. Call to Order

Chairman Trustee D'Alessandro called the meeting to order at 06:31pm.

b. Roll Call

Present: Trustees D'Alessandro, Russell, and Vlach

Also Present: President Duncan, Trustees Wright and Umans, Administrator David Lothspeich, Police Chief Justin Timm,

Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Treasurer Jennifer Wiese, Clerk Tina Kolls

c. Proposal for Downtown Master Plan

The Committee briefly discussed an RFP for the Downtown Master Plan.

d. Adjourn

The motion to adjourn was initiated by Trustee Vlach and seconded by Trustee Russell at 06:33pm. Unanimously carried.

III. Water & Sewer Committee – Umans, Jaramillo, Vlach (10 Min.)

a. Call to Order

Chairman Trustee Umans called the meeting to order at 06:33pm.

b. Roll Call

Present: Trustees Umans and Vlach

Also Present: President Duncan, Trustees Wright, D'Alessandro and Russell, Administrator David Lothspeich, Police Chief Justin Timm, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Treasurer Jennifer Wiese, Clerk Tina Kolls

c. Consideration and Possible Action on Walworth County Metropolitan Sewerage District 2024 Rate Update

The motion to recommend Finance & Personnel approval of Walworth County Metropolitan Sewerage District 2024 Rate Update to \$4750.00 was initiated by Trustee Umans and seconded by Trustee Vlach. Unanimously carried.

d. Consideration and Possible Action for Sanitary Sewer Service Line Replacement for the Field House

The motion to recommend Finance & Personnel approval of a Sanitary Sewer Service Line Replacement not to exceed \$2500 for the Field House was initiated by Trustee Umans and seconded by Trustee Vlach. Unanimously carried.

e. Engineers Report

Village Engineer Snyder gave the engineers' report. The highlights were:

- Update on STH 67 Reconstruction: East - West Section
- Update on Women's Leadership Center
- Update on Water Plant Flood Map Revision (LOMR) Assistance
- Update on Corrosion Control Study
- Update on Lime Reactor Cleaning
- Update on Well 2 Pump Replacement
- Update on Geneva Lake Dredging at Southwick Creek
- Update on Tennis and Basketball at Theatre Road Park
- Update on Harris Road Lift Station (LS 3) Replacement
- Update on Loch Vista Water Main
- Update on Clover Street and Williams Street Water Main Connection
- Update on Willabay Meadows Development

f. Adjourn

The motion to the Adjourn was initiated by Trustee Umans and seconded by Trustee Vlach at 06:43pm. Unanimously carried.

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

a. Call to Order

Chairman Trustee Vlach called the meeting to order at 06:43pm.

b. Roll Call

Present: Trustees Vlach and Russell

Also Present: President Duncan, Trustees Wright, Umans, and D'Alessandro, Administrator David Lothspeich, Police Chief Justin Timm, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Treasurer Jennifer Wiese, Clerk Tina Kolls

c. Presentation of Life Saving Award to Officer Jeremiah Gates

Police Chief Timm presented Officer Jeremiah Gates The Life Saving Award.

d. Police Department Monthly Numbers

The Committee reviewed the Police Department Monthly Numbers.

e. Police Chief's Report

Police Chief Timm gave his report. The highlights were:

- Lisa Barber is leaving her position and moving on to another role.
- The Police Department opened the position and received 140 applicants.

- Police Chief Timm and Lieutenant Kostock narrowed the applicant pool to 15 applicants to be interviewed.
- Lieutenant Kostock and Police Chief Timm attended the Chiefs' Conference, which went well.
- Police Chief Timm met with Dr. White and agreed to renew the contract for the SRO (School Resource Officer) keeping Officer Borgan.

f. Fontana Emergency Medical Services (EMS) Monthly Numbers

The Committee reviewed the Fontana Emergency Medical Services (EMS) Monthly Numbers.

g. Adjourn

The motion to adjourn was initiated by Trustee Vlach and seconded by Trustee Russell at 06:54pm. Unanimously carried.

V. Parks & Lakefront Committee – Russell, Wright, Umans (30 Min.)

a. Call to Order

Chairman Trustee Russell called the meeting to order at 06:54pm.

b. Roll Call

Present: Trustees Russell, Wright, and Umans

Also Present: President Duncan, Trustees Vlach and D'Alessandro, Administrator David Lothspeich, Police Chief Justin Timm, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Treasurer Jennifer Wiese, Clerk Tina Kolls

c. Consideration and Possible Action on a Request From the Friends of Williams Bay Schools to Place Flags at Edgewater Park

The Committee directed the Village Administrator to create a policy for signs on public property.

d. Approval of the Edgewater Park Use and Policy Contract for Williams Bay Lions Club Pancake Day (July 6, 2024), Corn and Brat Fest (August 9-11, 2024) and Car Show (October 12, 2024)

The motion to recommend Village Board Approval of the Edgewater Park Use and Policy Contract for Williams Bay Lions Club Pancake Day (July 6, 2024), Corn and Brat Fest (August 9-11, 2024) and Car Show (October 12, 2024) was initiated by Trustee Russell and seconded by Trustee Umans. Unanimously carried.

e. Approval of the Edgewater Park Use and Policy Contract for Williams Bay Fine Art Fest July 27 - 28, 2024

The motion to recommend Village Board approval of the Edgewater Park Use and Policy Contract for Williams Bay Fine Art Fest July 27 - 28, 2024 was initiated by Trustee Russell and seconded by Trustee Umans. Unanimously carried.

f. Consideration and Possible Action on Williams Bay Lions Club Donation of Improvements to the Edgewater Park Pavillion Bathrooms

The motion to recommend Village Board Approval of the Williams Bay Lions Club Donation of Improvements to the Edgewater Park Pavillion Bathrooms was initiated by Trustee Russell and seconded by Trustee Wright. Unanimously carried.

g. Consideration and Possible Action on Memorandum of Understanding with the Town of Linn for the purchase of 2024 Beach Tags

The motion to recommend Village Board approval of the Memorandum of Understanding with the Town of Linn for the purchase of 2024 Beach Tags was initiated by Trustee Russell and seconded by Trustee Wright. Unanimously carried.

h. Consideration and Possible Action on Proposal from Austin Pier Services Inc for Pier Repairs

The motion to recommend Village Board approval of the proposal from Austin Pier Services Inc for Pier Repairs was initiated by Trustee Russell and seconded by Trustee Umans. Unanimously carried.

i. Consideration and Possible Action on Quote from Gage Marine for Repairs to the East Pier

The motion to recommend Village Board approval of the Quote from Gage Marine for Repairs to the East Pier not to exceed \$25,765.06 was initiated by Trustee Russell and seconded by Trustee Wright. Unanimously carried.

j. Consideration and Possible Action on Quote from Gage Marine for Repairs to the West Pier

The motion to recommend Village Board approval of the Quote from Gage Marine for Repairs to the West Pier not to exceed \$39,246.56 was initiated by Trustee Russell and seconded by Trustee Wright. Unanimously carried.

k. Adjourn

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

VI. Finance & Personnel Committee – Wright, D'Alessandro, Umans (30 Min.)

a. Call to Order

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

b. Roll Call

Present: Trustees Wright, D'Alessandro, and Umans

Also Present: President Duncan, Trustees Vlach and Russell, Administrator David Lothspeich, Police Chief Justin Timm, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Treasurer Jennifer Wiese, Clerk Tina Kolls

c. Tax Increment Financing (TIF) District Preliminary Review - Presentation and Discussion.

Adam Ruechel, Vice President of Baird gave an informational presentation on Tax Increment Financing (TIF) District.

d. Consideration and Possible Action on Memorandum of Understanding with the Town of Linn for the purchase of 2024 Beach Tags

The motion to recommend Village Board approval of the Memorandum of Understanding with the Town of Linn for the purchase of 2024 Beach Tags was initiated by Trustee D'Alessandro and seconded by Trustee Umans. Unanimously carried.

e. Consideration and Possible Action for Sanitary Sewer Service Line Replacement for the Field House

The motion to recommend Village Board approval of the Sanitary Sewer Service Line Replacement for the Field House with the funding to come from borrowed funds was initiated by Trustee Umans and seconded by Trustee D'Alessandro. Unanimously carried.

f. Consideration and Possible Action on Proposal from Austin Pier Services Inc for Pier Repairs

The motion to recommend Village Board approval of the proposal from Austin Pier Services Inc for Pier Repairs was initiated by Trustee Umans and seconded by Trustee D'Alessandro. Unanimously carried.

g. Consideration and Possible Action on Quote from Gage Marine for Repairs to the East Pier

The motion to recommend Village Board approval of the Quote from Gage Marine for Repairs to the East Pier not to exceed \$25,765.06 with the funding to come from the reserves for Pier Repairs was initiated by Trustee Umans and seconded by Trustee D'Alessandro. Unanimously carried.

h. Consideration and Possible Action on Quote from Gage Marine for Repairs to the West Pier

The motion to recommend Village Board approval of the Quote from Gage Marine for Repairs to the West Pier not to exceed \$39,246.56 with the funding to come from reserves for pier repairs was initiated by Trustee Umans and seconded by Trustee D'Alessandro. Unanimously carried.

i. Recommendation of Resolution for Establishing a Policy for HSA (Health Savings Account)

The motion to recommend Village Board approval of Resolution for Establishing a Policy for HSA (Health Savings Account) was initiated by Trustee D'Alessandro and seconded by Trustee Umans. Unanimously carried.

j. Consideration and Possible Action on Walworth County Metropolitan Sewerage District 2024 Rate Update

The motion to recommend Village Board approval of the Walworth County Metropolitan Sewerage District 2024 Rate Update to \$4750 was initiated by Trustee Umans and seconded by Trustee D'Alessandro. Unanimously carried.

k. Consideration and Possible Action on (1) Release and Termination of Existing Easement for Storm Sewer, (2) Release and Termination of Existing Easement Agreement, (3) Storm Sewer Easement Agreement for 1 N. Walworth Avenue

The motion to recommend Village Board approval of the (1) Release and Termination of Existing Easement for Storm Sewer, (2) Release and Termination of Existing Easement Agreement, (3) Storm Sewer Easement Agreement for 1 N. Walworth Avenue pending legal approval was initiated by Trustee D'Alessandro and seconded by Trustee Umans. Unanimously carried.

l. Resolution R-11-24 Updating Signatory Cards Authorizations With First National Bank and Trust

The motion to recommend Village Board approval of Resolution R-11-24 Updating Signatory Cards Authorizations With First National Bank and Trust was initiated by Trustee D'Alessandro and seconded by Trustee Umans. Unanimously carried.

m. Discussion and Possible Action on Increase of Buoy Fee

Referred to Harbor Commission for recommendation of fees.

n. Adjourn

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee D'Alessandro at 08:11pm. Unanimously carried.

VII. Village Board Committee of the Whole

a. Possible Action on Matters Discussed in Committee (Village Board Committee of the Whole).

There were no actions taken on matters discussed in Committee (Village Board Committee of the Whole).

b. Adjournment

The motion to adjourn was initiated by Trustee Vlach and seconded by Trustee Russell at 08:11pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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