



VILLAGE OF WILLIAMS BAY

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

Phone: 262-245-2700

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

MONDAY, MARCH 4, 2024 AT 6:45 PM
IMMEDIATELY FOLLOWING THE VILLAGE BOARD MEETING.
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 06:53pm.

b. Roll Call

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

Also Present: Administrator David Lothspeich, Police Chief Justin Timm, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Treasurer Jennifer Wiese

Excused: Clerk Tina Kolls

c. Village Board Committee of the Whole & Committee Meeting Minutes of February 19, 2024

The motion to approve the Village Board Committee of the Whole & Committee Meeting Minutes of February 19, 2024, was initiated by Trustee Umans and seconded by Trustee Vlach. Trustee Jaramillo Abstained. Motion carries.

d. Other Items for Discussion

- 1.** Consider a Motion to Convene Into Closed Session Pursuant to the exemption contained in Wis. Stats. § 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business.

a. The Preserve - Development Agreement discussion

b. Willabay Meadows - Development Agreement discussion

The motion to remain in open session was initiated by Trustee D'Alessandro and seconded by Trustee Wright. Unanimously Carried.

The item regarding Willabay Meadows - Development Agreement discussion was moved back to the end of the meeting to be considered for closed session.

II. Public Comments

Mark Brower, 504 Willabay Dr, spoke regarding the Willabay Woods Development.

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

a. Call to Order

Chairman Trustee D'Alessandro called the meeting to order at 07:31pm.

b. Roll Call

Present: Trustees D'Alessandro, Russell, and Vlach

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

Excused: Clerk Tina Kolls

c. Consideration and Possible Action on Request for Reduced Speed Limit Sign(s) on Parkhurst Street

The motion to recommend Village Board approval of two 25 mph speed limit signs be placed on Parkhurst Street was initiated by Trustee Russell and seconded by Trustee Vlach. Unanimously Carried.

d. Adjourn

The motion to adjourn was initiated by Trustee Russell and seconded by Trustee Vlach at 07:46pm. Unanimously carried.

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

a. Call to Order

Chairman Trustee Russell called the meeting to order at 07:46pm.

b. Roll Call

Present: Trustees Russell, Wright and Umans

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

Excused: Clerk Tina Kolls

c. Parks & Lakefront Committee Meeting Minutes

1. January 18, 2024

The motion to the January 18, 2024 was initiated by Trustee Umans and seconded by Trustee Wright. Unanimously carried.

2. January 19, 2024

The motion to approve the January 19, 2024 was initiated by Trustee Umans and seconded by Trustee Wright. Unanimously carried.

d. Presentation by the Geneva Lake Conservancy regarding the Keep It Blue Campaign

The Committee recommended the Geneva Lake Conservancy work with Administrator Lothspeich to determine how the program can best be handled.

e. Discussion and Possible Action on Geneva Lake Conservancy Southwick Creek Rerouting

The motion to recommend that the Conservancy works with Village Administrator Lothspeich to create a Developers Agreement to use the Village Engineering Services was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously Carried.

f. Consideration and Possible Action on Village Pier Boat Slip Waiting List, Municipal Pier Vessel Length and Boat Slip Lease

The motion to recommend Village Board approval of the Village Pier Boat Slip Waiting List was initiated by Trustee Wright and seconded by Trustee Umans. Motion was tabled.

The motion to approve changes to the Municipal Pier Vessel Length was initiated by Trustee Russell and seconded by Trustee Umans. Unanimously Carried.

g. Consideration and Possible Action on a Proposal for Installation of an Automated Door Opener for the Lions Club Field House

The motion to recommend Finance & Personnel Committee approval of a Proposal for Installation of an Automated Door Opener for the Lions Club Field House was initiated by Trustee Russell and seconded by Trustee Umans.

Unanimously carried.

- h.** Consideration and Possible Action on a Proposal for the Purchase of Electric Hand Dryers for the Lions Club Field House

The motion to recommend Finance & Personnel Committee approval of a Proposal for the Purchase of Electric Hand Dryers for the Lions Club Field House was initiated by Trustee Russell and seconded by Trustee Umans. Unanimously carried.

- i.** Consideration and Possible Action on a Proposal for Electric and Installation of Electric Hand Dryers for the Lions Field House

The motion to recommend Finance & Personnel Committee approval of a Proposal for Electric and Installation of Electric Hand Dryers for the Lions Field House with the condition that Public Works Director Edwards looks for more quotes for the installation in order to try to get the cost down was initiated by Trustee Russell and seconded by Trustee Umans. Unanimously carried.

- j.** Adjourn

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Wright at 08:24pm. Unanimously carried.

V. Water & Sewer Committee – Umans, Jaramillo, Vlach (30 Min.)

- a.** Call to Order

Chairman Trustee Umans called the meeting to order at 08:24pm.

- b.** Roll Call

Present: Trustees Umans, Jaramillo, and Vlach

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

- c.** Recommendation on Village of Williams Bay Sewerage Rate Increase

The motion to recommend Finance & Personnel Committee approval of a Village of Williams Bay Sewerage Rate Increase was initiated by Trustee Umans and seconded by Trustee Jaramillo. Motion Tabled.

- d.** Consideration and Possible Action on Water and Sewer Bids and Funding

- 1.** Awarding of bid for Village Water Plant Corrosion Control and Consideration of WDNR Safe Water Loan

The motion to recommend Finance & Personnel Committee approval of the Awarding of bid for Village Water Plant Corrosion Control to August Winters in the amount of \$3,979,000 plus 10% was initiated by Trustee Umans and seconded by Trustee Jaramillo. Unanimously carried.

The motion to recommend Finance & Personnel Committee approval to recommend Baxter & Woodman to submit the WDNR Safe Water Loan was initiated by Trustee Umans and seconded by Trustee Vlach. Unanimously carried.

- 2.** Awarding of bid for Village Harris Road Lift Station (LS 3) Replacement and Consideration of WDNR Clean Water Loan

The motion to recommend Finance & Personnel Committee approval of the Awarding of bid for Village Harris Road Lift Station (LS 3) to Staub Construction in the amount of \$1,827,000 plus 10% was initiated by Trustee Umans and seconded by Trustee Vlach. Unanimously carried.

The motion to recommend Finance & Personnel Committee approval to recommend Baxter & Woodman to submit the WDNR Clean Water Loan was initiated by Trustee Umans and seconded by Trustee Vlach. Unanimously carried.

- e.** Engineers Report

Village Engineer Doug Snyder gave his report. The highlights were:

- Update on STH 67 Reconstruction: East - West Section

- Update on Women's Leadership Center
- Update on Plant Letter 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
- Update on Antenna Structure on Parcel WWUP 00021A - West of Village Hall

f. Adjourn

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Jaramillo at 09:05pm. Unanimously carried.

VI. Protective Services Committee – Vlach, Russell, Jaramillo (30 Min.)

a. Call to Order

Chairman Trustee Vlach called the meeting to order at 09:05pm.

b. Roll Call

Present: Trustees Vlach, Russell, and Jaramillo

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

c. Consideration and Possible Action on a Change to the Premise Map for Liquor License BB2024-003 for Green Grocer, Inc. d/b/a Green Grocer

The motion to recommend Village Board approval of an amendment to Liquor License BB2024-003 for Green Grocer, Inc. d/b/a Green Grocer, with the condition that it must be in accordance with the 2022 plan was initiated by Trustee Vlach and seconded by Trustee Jaramillo. Unanimously carried.

d. Review of EMS Billing Rates & Fees for Repeat Calls for Non-Transport Services

The motion to recommend the Village Board recommend the Buidling, Zoning and Ordinance Committee incorporate Fontana's fee schedule into the Village of Williams Bay's Ordinance was initiated by Trustee Vlach and seconded by Trustee Jaramillo. Unanimously carried.

e. Village of Walworth Billing Agreement

The motion to recommend the Village Board approve an agreement between the Village of Walworth and the Village of Fontana to provide Paramedic Level Services was initiated by Trustee Vlach and seconded by Trustee Russell.

The amended motion to recommend the Village Board Approve an agreement between the Village of Walworth and the Village of Fontana to provide paramedic level services through November 2024 was initiated by Trustee Vlach and seconded by Trustee Russell. Unanimously Carried.

f. Fontana Emergency Medical Services (EMS) Monthly Numbers

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

g. Police Department Monthly Numbers

The Committee Reviewed the Police Department Monthly Numbers.

h. Police Chief's Report

Police Chief Justin Timm gave his report. The highlights were:

- The Administrative Assistant Candidate background check is complete and the position should be filled soon

- Truck-A-Polooza is coming up April 20, 2024, and the Police Department is meeting with Recreation Director Knop to collaborate.

i. Discussion and Possible Action on shared Fire & Rescue Service Opportunities with Town of Delavan

The Committee discussed the request for possible shared Fire & Rescue and directed Administrator Lothspeich to discuss the opportunities with them further.

j. Adjourn

The motion to adjourn was initiated by Trustee Russell and seconded by Trustee Jaramillo at 09:29pm. Unanimously carried.

VII. Finance & Personnel Committee – Wright, D'Alessandro, Umans (20 Min.)

a. Call to Order

Chairman Trustee Wright called the meeting to order at 09:29pm.

b. Roll Call

Present: Trustees Wright, D'Alessandro, and Umans

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

Excused: Clerk Tina Kolls

c. Consideration and Possible Action on a Proposal for Installation of an Automated Door Opener for the Lions Club Field House

The motion to recommend Village Board approval of a Proposal for Installation of an Automated Door Opener for the Lions Club Field House with the funding to come from 2022 borrowed funds was initiated by Trustee Umans and seconded by Trustee D'Alessandro. Unanimously carried.

d. Consideration and Possible Action on a Proposal for the Purchase of Electric Hand Dryers for the Lions Club Field House

The motion to recommend Village Board approval of a Proposal for the Purchase of Electric Hand Dryers for the Lions Club Field House with the funding to come from 2022 borrowed funds was initiated by Trustee Umans and seconded by Trustee D'Alessandro. Unanimously carried.

e. Consideration and Possible Action on a Proposal for Electric and Installation of Electric Hand Dryers for the Lions Field House

The motion to recommend Village Board approval of a Proposal for Electric and Installation of Electric Hand Dryers for the Lions Field House with the funding to come from 2022 borrowed funds with the condition that Public Works Director Edwards attempts to get more quotes for the installation was initiated by Trustee Umans and seconded by Trustee D'Alessandro. Unanimously carried.

f. Recommendation on Village of Williams Bay Sewerage Rate Increase

The motion to recommend the Village Board approval of the Village of Williams Bay Sewerage Rate Increase was tabled.

g. Consideration and Possible Action on Water and Sewer Bids and Funding

1. Awarding of bid for Village Water Plant Corrosion Control and Consideration of WDNR Safe Water Loan

The motion to recommend Village Board approval of the Awarding of bid for Village Water Plant Corrosion Control to August Winters in the amount of \$3,979,000 plus 10% was initiated by Trustee D'Alessandro and seconded by Trustee Umans. Unanimously carried.

The motion to recommend Village Board approval to recommend Baxter & Woodman to submit the WDNR Safe Water Loan was initiated by Trustee Umans and seconded by Trustee Vlach. Unanimously carried.

2. Awarding of bid for Village Harris Road Lift Station (LS 3) Replacement and Consideration of WDNR Clean Water Loan

The motion to recommend Village Board approval of the Awarding of bid for Village Harris Road Lift Station (LS 3) to

Staub Construction in the amount of \$1,827,000 plus 10% was initiated by Trustee D'Alessandro and seconded by Trustee Umans. Unanimously carried.

The motion to recommend Village Board approval to recommend Baxter & Woodman to submit the WDNR Clean Water Loan was initiated by Trustee D'Alessandro and seconded by Trustee Umans. Unanimously carried.

h. Report on the Completed Arbitrage Rebate Report for the 2022 Note Anticipation Note

The Committee reviewed the Completed Arbitrage Rebate Report for the 2022 Note Anticipation.

- i. Consideration and possible action on: (1) Easement for Underground Electric and Communication and (2) Agreement for Issuance of Utility Construction Permit within Kishwaukee Nature Conservancy.**

The motion to recommend Village Board approval of the (1) Easement for Underground Electric and Communication and (2) Agreement for Issuance of Utility Construction Permit within Kishwaukee Nature Conservancy was tabled.

j. Adjourn

The motion to adjourn was initiated by Trustee D'Alessandro and seconded by Trustee Umans at 09:35pm. Unanimously carried.

VIII. Village Board Committee of the Whole

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

- 1. Consideration and Possible Action on a Change to the Premise Map for Liquor License BB2024-003 for Green Grocer, Inc. d/b/a Green Grocer**

The motion to approve the amendment to Liquor License BB2024-003 for Green Grocer, Inc. d/b/a Green Grocer, with the condition that it must be in accordance with the 2022 plan was made by committee, no second is required. Unanimously carried.

2. Consideration and Possible Action on Water and Sewer Bids and Funding

- a. Awarding of bid for Village Water Plant Corrosion Control and Consideration of WDNR Safe Water Loan**

The motion to approve the awarding of the bid for Village Water Plant Corrosion Control to August Winters in the amount of \$3,979,000 plus 10% was made by committee, no second is required. Unanimously carried.

The motion to recommend Baxter & Woodman submit the WDNR Safe Water Loan was made by committee, no second is required. Unanimously carried.

- b. Awarding of bid for Village Harris Road Lift Station (LS 3) Replacement and Consideration of WDNR Clean Water Loan**

The motion to approve the awarding of the bid for Village Harris Road Lift Station (LS 3) to Staub Construction in the amount of \$1,827,000 plus 10% was made by Committee, no second is required. Unanimously carried.

The motion to recommend Baxter & Woodman submit the WDNR Clean Water Loan was made by Committee, no second is required. Unanimously carried.

b. Other Items for Discussion, Consideration, or Action

- 1. Consider a Motion to Convene Into Closed Session Pursuant to the exemption contained in Wis. Stats. § 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business.**
- a. The Preserve - Development Agreement discussion**
- b. Willabay Meadows - Development Agreement discussion**

The motion to Convene Into Closed Session Pursuant to the exemption contained in Wis. Stats. § 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business.

b. Willabay Meadows - Development Agreement discussion was initiated by Trustee Umans and seconded by Trustee Wrigth at 09:39pm.

Votes:

Yes: President Duncan, Trustees Russell, Vlach, Umans, Wright, D'Alessandro, Jaramillo

No: None

Abstain: None

Result: Passes

2. Motion to reconvene into open session

The Motion to reconvene into open session was initiated by Trustee Wright and seconded by Trustee Umans at 10:31pm. Unanimously carried.

3. Possible discussion of/action on items discussed in closed session

There was no action taken on items discussed in closed session.

c. Adjournment

The motion to adjourn was initiated by Trustee Wright and seconded by Trustee D'Alessandro at 10:32pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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