



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org
Phone: 262-245-2700 | Fax: 262-245-2705

OFFICIAL MINUTES BUILDING, ZONING AND ORDINANCE COMMITTEE WEDNESDAY, JULY 14, 2021 AT 6:30 PM VIA TELECONFERENCE

Call to Order

Meeting was called to order by Chairman Wright at 7:03pm

Roll Call

Trustees Wright, Parker, and Vlach

Also Present: President Duncan, Trustee D'Alessandro, Stanek and Umans, Administrator Tobin, Treasurer Peternell, Public Works Director Edwards, Police Chief Timm and Police Lieutenant Kostock.

Meeting Minutes

Vlach/Parker motion to approve the meeting minutes from June 16, 2021. Unanimously carried.

Codification Update

Wright stated that General Code will be sending an email to all Trustees to give them access to the site so they can review what changes were made to the Ordinances. Tobin reviewed the remaining steps and meeting dates needed to adopt the new code.

Ordinance 2021-08 Regulate Sale of Cigarettes and other Tobacco Products

Wright stated that during the recodification process it was noted that the Village Code did not reference the sale of cigarettes and tobacco products, so an ordinance was drafted to add it to the Code. Parker/Vlach motion to recommend Village Board approval of Ordinance 2021-08 Regulate Sale of Cigarettes and other Tobacco Products. Unanimously carried.

Resolution R-8-21 Amending Fee Schedule

Wright stated that part of the codification process was to remove all fees from the existing ordinances and add them to the fee schedule by Resolution. Vlach/Parker motion to recommend Village Board approval of Resolution R-8-21. Unanimously carried.

Comprehensive Plan Update

Wright stated that the Comprehensive Plan needs to be updated every 10 years and the proposal will be discussed at the Finance & Personnel meeting.

Adjourn

Parker/Vlach motion to adjourn at 7:16pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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OFFICIAL MINUTES FINANCE AND PERSONNEL COMMITTEE WEDNESDAY, JULY 14, 2021 AT 6:30 PM VIA TELECONFERENCE

Call to Order

Meeting was called to order by Chairman Parker at 7:40pm

Roll Call

Trustees Parker, D'Alessandro, and Wright.

Also Present: President Duncan, Trustees Umans, Stanek and Vlach, Administrator Tobin, Treasurer Peternell, Public Works Director Edwards, Police Chief Timm and Police Lieutenant Kostock.

Meeting Minutes

D'Alessandro/Wright motion to approve meeting minutes of June 15, 2021, June 16, 2021, and June 21, 2021. Unanimously carried.

Walworth County Clean Sweep Program Donation

Edwards stated that Walworth County is requesting funding assistance from all municipalities to contribute to the Clean Sweep Program. In 2020, the Village provided \$350 to the program.

D'Alessandro/Wright motion to recommend Village Board approval of \$350 funding from contingency for the 2021 Clean Sweep Program. Unanimously carried.

EMS Lift

The Committee reviewed the request from EMS Captain, Rich Gluth for a power load for the power assisted cot that was purchased in 2020. The cost of the unit is approximately \$25,000 with 0% financing over 3 years. Discussion was held that Act 102 funds can be utilized for the unit. Parker requested staff to confer with the EMS Captain regarding utilizing Act 102 funds for the purchase.

D'Alessandro/Wright motion to recommend Village Board approval of purchasing the power load at an approximate cost of \$25,000 with 0% financing for 3 years utilizing Act 102 funds. Unanimously carried.

Assessment Revaluation 2022

The Committee reviewed the proposal from Associated Appraisal for a revaluation in 2022. The cost for a full revaluation would be \$100,900 and includes interior and exterior inspections of all improved properties. An exterior revaluation cost would be \$88,900 and an interim market update cost would be \$40,900. In addition to the revaluation, there would be an annual maintenance cost of \$19,100 in 2022 and \$19,400 in 2023. D'Alessandro/Wright motion to recommend Village Board approval of an interim market update at a cost of \$40,900 plus an annual maintenance cost of \$19,100 in 2022 and \$19,400 in 2023. Unanimously carried.

IT Contract with Velocity Solutions

Tobin presented the proposed contract for IT services with Velocity Solutions. The proposed contract term is July 19, 2021 through December 31, 2022 at a rate of \$85 for 2021 and the rate increase for 2022 shall not exceed the cost-of-living percentage after adjusting for the CPI-U. It was the consensus of the Committee to request the hourly rate of \$85 for 2022. Wright/D'Alessandro motion to recommend Village Board approval of the contract for IT services with Velocity Solutions. Unanimously carried.

Comprehensive Plan Update

The Committee reviewed the proposed agreement from Vandewalle & Associates for the 10-Year Comprehensive Plan update at a cost of \$45,000. D'Alessandro/Wright motion to recommend Village Board approval of the Agreement for 10-Year Comprehensive Plan Update Services with Vandewalle & Associates in the amount of \$45,000 with funding coming from remaining 2018 borrowed funds. Unanimously carried.

Adjourn

Wright/D'Alessandro motion to adjourn at 8:15pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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OFFICIAL MINUTES PARKS AND LAKEFRONT COMMITTEE WEDNESDAY, JULY 14, 2021 AT 6:30 PM VIA ZOOM WEBINAR

Call to Order

Meeting was called to order by Chairman D'Alessandro at 6:30pm

Roll Call

Present: Trustees D'Alessandro, Stanek and Wright

Also Present: President Duncan, Trustees Parker, Vlach and Umans, Administrator Tobin, Treasurer Peternell, Public Works Director Edwards, Recreation Director Rowland, Police Chief Timm and Police Lieutenant Kostock.

Meeting Minutes

Wright/Stanek motion to approve meeting minutes of June 16, 2021 with correction of ending time of meeting. Unanimously carried.

Request from Boat Slip Lessee

D'Alessandro read the letter from Ellen Flanagan who was granted a boat slip in June after being on the wait list for 19 years requesting an extension to fill the spot East 33 until opening season 2022 as she has not been able to buy a boat due to low inventory of available boats. Wright/Stanek motion to recommend Village Board approval of the extension until opening season 2022. Unanimously carried.

Update on Kayak/Paddleboard rentals

Rowland provided an update on the kayak and paddleboard rentals. Rowland stated that the rental revenue is at approximately 20% of projected revenues through the end of June. He stated that the beginning of July had a surge in rentals and believes it will continue through the end of summer.

Adjourn

Wright/Stanek motion to adjourn at 6:41pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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OFFICIAL MINUTES PROTECTIVE SERVICES COMMITTEE WEDNESDAY, JULY 14, 2021 AT 6:30 PM VIA TELECONFERENCE

Call to Order

Meeting was called to order by Chairman Vlach at 7:16pm

Roll Call

Trustees Vlach, D'Alessandro and Umans

Also Present: President Duncan, Trustees Parker, Stanek and Wright, Administrator Tobin, Treasurer Peternell, Public Works Director Edwards, Police Chief Timm and Police Lieutenant Kostock.

Meeting Minutes

Umans/D'Alessandro motion to approve meeting minutes of June 10, 2021. Unanimously carried.

Umans/D'Alessandro motion to approve meeting minutes of June 16, 2021. Unanimously carried.

Williams Bay Lions Club Temporary Class "B" and "Class B" Retailer's Alcohol License Request for August 13 - 15, 2021

Umans/D'Alessandro motion to recommend Village Board approval of the Williams Bay Lions Club Temporary Class "B" and "Class B" Retailer's Alcohol License Request for August 13 - 15, 2021. Unanimously carried.

Williams Bay Lioness Temporary Class "B" Retailer's Alcohol License Request for July 1st and August 5th, 2021

Umans/D'Alessandro motion to recommend Village Board approval of the Temporary Class "B" Retailer's Alcohol License Request for July 1st and August 5th, 2021. Unanimously carried.

Monthly Police Activity Report

Chief Timm presented the monthly report and answered any questions.

Police Chief's Report

Chief Timm provided an update on current activities including National Night Out on August 3rd, stated that they are in the hiring process that will end on July 31st. Chief Timm provided a brief update on the drowning incident that occurred on July 13th and thanked all the agencies involved.

Adjourn

Umans/D'Alessandro motion to adjourn at 7:40pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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OFFICIAL MINUTES STREETS AND HIGHWAYS COMMITTEE WEDNESDAY, JULY 14, 2021 AT 6:30 PM VIA TELECONFERENCE

Call to Order

Meeting was called to order by Chairman Stanek at 6:41pm.

Roll Call

Trustees Stanek, Vlach and Umans

Also Present: President Duncan, Trustees D'Alessandro, Parker, Wright, Administrator Tobin, Treasurer Peternell, Public Works Director Edwards, Police Chief Timm, Police Lieutenant Kostock, Village Engineer Snyder, Michael O'Brien and Kurt Kristmann.

Meeting Minutes

Vlach/Umans motion to approve meeting minutes of June 16, 2021. Unanimously carried.

2021 Street Improvement discussion and possible payment

Snyder discussed the payment request from Payne & Dolan and stated that there are some quantity discrepancies that he is working on with Payne & Dolan and is hoping to have it finalized in order to process a payment request for the July 19th Village Board meeting.

Revised Development Agreement for 415 Grandview Avenue

Michael O'Brien was present to discuss the proposed revised Development Agreement. O'Brien is proposing shortening the pavement length to beginning of driveway or approximately 50 feet. Umans/Vlach motion to recommend Village Board approval of revised Development Agreement for 415 Grandview Avenue. Unanimously carried.

Cedar Point Crosswalks

Kurt Kristmann (41 Cedar Pt Dr) spoke on behalf of Cedar Point Association requesting crosswalks be painted and signs installed at (3) intersections on Cedar Point Dr; Rogers Parkway, Lincoln Parkway and Diversey Parkway. Edwards stated he will get some prices and will present it to the Finance & Personnel Committee. Vlach/Umans motion to move forward with painting crosswalks and installing signs at (3) intersections on Cedar Point Dr; Rogers Parkway, Lincoln Parkway and Diversey Parkway. Unanimously carried.

Adjourn

Vlach/Umans motion to adjourn at 7:03pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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OFFICIAL MINUTES WATER AND SEWER COMMITTEE WEDNESDAY, JULY 14, 2021 AT 6:30 PM VIA TELECONFERENCE

Call to Order

Meeting was called to order by Chairman Umans at 8:15pm

Roll Call

Trustees Stanek, Umans and Parker

Also Present: President Duncan, Trustee D'Alessandro, Vlach and Wright, Administrator Tobin, Treasurer Peternell, Public Works Director Edwards, Police Chief Timm and Police Lieutenant Kostock.

Meeting Minutes

Parker/Stanek motion to approve the June 15, June 16, and June 21, 2021 meeting minutes. Unanimously carried.

DNR Correspondence – Corrosion Control Treatment Determination

Snyder discussed the DNR correspondence regarding elevated levels of lead and copper in our water system. The DNR is requiring to Water Utility to conduct a Corrosion Control Treatment (CCT) study and submit a report to the DNR no later than December 30, 2022.

Capital Improvement List

Umans discussed the capital improvement list of projects that were provided to Baker Tilly for inclusion in the conventional water rate study.

Cross Connections

Edwards stated that there are several businesses that are not in compliance with the cross connection requirements and discussed that the next steps include shutting off the water service.

Adjourn

Stanek/Parker motion to adjourn at 8:43pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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