



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, AUGUST 11, 2021 AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman Wright at 6:30pm

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 and Police Chief Timm.

Meeting Minutes

Parker/Vlach motion to approve the meeting minutes from July 14, 2021. Unanimously carried.

Adoption of the proposed new Code of Ordinances

Wright stated that the next step in the process is for the Board to adopt a resolution stating their intent to adopt the new Code of Ordinances. The resolution will be presented at the August 16th Village Board meeting.

Resolution R-9-21 Amending Fee Schedule

Wright stated that there were a few fees that were found that weren't included in the resolution that was approved at the last meeting. Vlach/Parker motion to recommend Village Board approval of Resolution R-9-21. Unanimously carried.

Comprehensive Plan Update

Tobin stated that staffing issues with Vandewalle & Associates will cause delays in getting the project started until October or November.

Adjourn

Vlach/Parker motion to adjourn at 6:34pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

These are not official minutes until approved by the BZO Committee



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 FINANCE AND PERSONNEL COMMITTEE WEDNESDAY, AUGUST 11, 2021 AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman Parker at 6:34pm

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, Engineer Snyder, Terry Soltow; TLS WindSled Inc and Sam Nigbur; Payne & Dolan.

Meeting Minutes

Wright/D'Alessandro motion to approve meeting minutes of July 14, 2021. Unanimously carried.

Municipal Lease TLS WindSled Inc

The Committee reviewed the municipal lease with TLS WindSled Inc to utilize the boat launch for Hovercraft ice rides from December 15, 2021 to March 15, 2022. The monthly rental payment will be 3% of gross sales for the payment period. Wright/D'Alessandro motion to recommend Village Board approval of the TLS WindSled Inc Municipal lease. Unanimously carried.

Final Pay Request-Payne & Dolan, Inc.

Sam Nigbur from Payne & Dolan was present to discuss the final pay request for the 2020 road improvements project. Snyder stated there was a discrepancy between what was included in the engineering documents and the work performed. Sam Nigbur explained in detail what work was performed resulting in an additional \$2382.50. It was the consensus of the Committee that there has been a good relationship with Payne & Dolan for many years and the additional amount should be paid. D'Alessandro/Wright motion to recommend Village Board approval of the final pay request in the amount of \$15,443.72. Unanimously carried.

CivicPlus website proposal

Tobin presented the proposal from CivicPlus for a new website. Tobin stated that this is the same company that the Village utilizes for agendas. The total cost would be \$17,844 payable over 4 years. Wright/D'Alessandro motion to recommend Village Board approval of the CivicPlus website proposal with the 4-year payment plan. Unanimously carried.

IT Hardware Proposal from SHI

Tobin presented the proposal from SHI for new switches and battery backups per Velocity Solutions recommendation on upgrading our system in the amount of \$4,995. D'Alessandro/Wright motion to recommend Village Board approval of the IT proposal from SHI in the amount of \$4,995. Unanimously carried.

Court Clerk Salary Increase request by Judge Robison

It was the consensus of the Committee to have a closed session meeting on August 19th to discuss the salary request.

2021 Fireworks update

Peternell provided an update on the amount of donations received to date for the fireworks display on August 14th. Peternell stated that \$3,026.79 is needed to reach the goal of \$25,000 to cover the cost of the fireworks display.

Investment Policy

The Committee reviewed the proposed investment policy. Discussion was held regarding whether some of the allowable investments should be included in the Village's policy. Tobin will do further research and bring back to the Committee later. No action taken.

Fiscal Year 2022 Budget Process

Tobin stated that the 2022 budget process has begun and this year department heads will be required to present their budgets to the Finance & Personnel Committee.

Adjourn

Wright/D'Alessandro motion to adjourn at 7:35pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

These are not official minutes until approved by the Finance & Personnel Committee



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 PROTECTIVE SERVICES COMMITTEE WEDNESDAY, AUGUST 11, 2021 AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman Vlach at 7:36pm

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, Rich Gluth, Dale Vavra and Sean McKean; Williams Bay Rescue and Steve Fettig.

Meeting Minutes

Umans/D'Alessandro motion to approve meeting minutes of July 14, 2021 and August 4, 2021. Unanimously carried.

Williams Bay Lions Club Temporary Class "B" and "Class B" Retailer's Alcohol License Request for October 9, 2021

Vlach/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 October 9, 2021. Unanimously carried.

Emergency Medical Services

Discussion was held regarding the Rescue Department regarding concerns about response times and staffing shortages. Gluth stated that they currently have 12 members with only 2 members available during the day. Vlach discussed the documentation that was received by the Walworth County Sheriff's office detailing the calls and what department has been responding to them. Discussion was held regarding starting discussions with Delavan about contracting with them to provide services. It was the consensus of the Committee to have the Administrator meet with the Delavan Administrator to start the discussion.

Liechty Drive Stop Sign Request

Timm stated that we are waiting for SEWRPC to provide the results of the traffic study. Discussion was held regarding homes that have bushes that obstruct the view of the intersection and have the Code Enforcement look at that area for possible enforcement.

Fontana Triathlon

Steve Fettig discussed the Fontana Triathlon scheduled for September 18, 2021. Fettig stated that part of the route will be in Williams Bay along Hwy 67 and was requesting assistance with traffic control on that portion

These are not official minutes until approved by the Protective Services Committee

of the race. Fettig stated that payment will be made for the Police personnel assisting with the race. Umans/D'Alessandro motion to recommend Village Board approval of the request to have a portion of the race go through Williams Bay and provide traffic control in that area. Unanimously carried.

Privato Gate Lock/Alarm

Vlach stated that Privato has installed the gate lock on their outdoor seating area.

Speed Sign Application

Timm stated that a request for a speed sign in front of the high school was made by the Lions Club. Since it is out of the Village's jurisdiction an application needs to be submitted to the State. Vlach/D'Alessandro motion to recommend Village Board approval of submitting the application. Unanimously carried.

Hiring Process – Option to Sponsor New Officer

Vlach/D'Alessandro motion to recommend Village Board approval of offering Academy sponsorship to potential applicants for current open positions. Unanimously carried.

Hazard Mitigation Plan Review and Approval

Vlach/Umans motion to recommend Village Board approval of the Walworth County Hazard Mitigation Plan. 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 commemorative 9/11 badges that the Police Department will have on their uniforms. The Fire Department will have custom t-shirts made. Officer Erickson will be celebrating 20 years with the Village, a celebration to honor him later in the year. Chief Timm and Lieutenant Kostock completed the FBI-LEEDA Trilogy training and received a plaque of recognition.

Adjourn

D'Alessandro/Umans motion to adjourn at 9:18pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer



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 PARKS AND LAKEFRONT COMMITTEE WEDNESDAY, AUGUST 11, 2021 AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman D'Alessandro at 9:18pm

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 and Police Chief Timm.

Meeting Minutes

Wright/Stanek motion to approve meeting minutes of July 14, 2021. Unanimously carried.

Calvary Community Church Edgewater Park use for October 16, 2021

Stanek/Wright motion to recommend Village Board approval of Calvary Community Church Edgewater Park use for October 16, 2021. Unanimously carried.

Williams Bay Lions Club Edgewater Park use for October 8, 2021 – October 9, 2021

Wright/Stanek motion to recommend Village Board approval of Williams Bay Lions Club Edgewater Park use for October 8, 2021 – October 9, 2021. Unanimously carried.

Update on Kayak/Paddleboard rentals

The Committee reviewed the kayak/paddleboard rental analysis provided by Recreation Director Rowland. The Committee requested that the analysis be amended to provide a cost analysis to include information relative to the financial plan that was presented in 2020.

Display Case/Signage on Lake Front Building

D'Alessandro discussed the request from the Williams Bay Business Association to replace the display case at the Lakefront. Tobin stated that she spoke with the Zoning Administrator and she did not see an issue with it but requested to see a picture of the signage.

Adjourn

Wright/Stanek motion to adjourn at 9:32pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

These are not official minutes until approved by the Parks and Lakefront Committee



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 STREETS AND HIGHWAYS COMMITTEE WEDNESDAY, AUGUST 11, 2021 AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman Stanek at 9:32pm.

Roll Call

Trustees Stanek, Vlach and Umans

Also Present: President Duncan, Trustees D'Alessandro, Parker, Wright, Administrator Tobin, Treasurer Peternell, Public Works Director Edwards and Police Chief Timm.

Meeting Minutes

Umans/Stanek motion to approve meeting minutes of July 14, 2021. Unanimously carried.

Adjourn

Umans/Stanek motion to adjourn at 9:33pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

These are not official minutes until approved by the Streets & Highways Committee



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 WATER AND SEWER COMMITTEE WEDNESDAY, AUGUST 11, 2021 AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman Umans at 9:33pm

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 and Police Chief Timm.

Meeting Minutes

Stanek/Parker motion to approve the July 14, 2021 meeting minutes. Unanimously carried.

Adjourn

Parker/Stanek motion to adjourn at 9:34pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

These are not official minutes until approved by the Water and Sewer Committee