



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, OCTOBER 13, 2021 AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman Parker at 6:56pm

Roll Call

Trustees Parker, D'Alessandro, and Wright.

Also Present: Trustee Umans, Administrator Tobin, Treasurer Peternell, Public Works Director Edwards, Police Chief Timm, Recreation Director Rowland and Library Director Schnupp.

Meeting Minutes

D'Alessandro/Wright motion to approve meeting minutes of September 17, 2021, September 21, 2021, September 23, 2021, September 27, 2021, September 28, 2021, and October 4, 2021. Unanimously carried.

Part-Time Recreation Specialist

Rowland discussed the qualifications of the applicant for the Recreation Specialist who was interviewed by himself, Administrator Tobin, and Trustee D'Alessandro. Their recommendation is to offer the position to Sheila Venteicher. D'Alessandro/Wright motion to recommend Village Board approval of hiring Sheila Venteicher at a starting wage of \$16/hour pending a background check. Unanimously carried.

Village Phone System

Tobin presented a proposal from Vonage to replace the existing phone system at the Village Hall, Water Department, Streets Department, Recreation Department, Fire Department and Library. The monthly cost will be \$724.25 for 35 phone lines. D'Alessandro/Wright motion to recommend Village Board approval of Vonage phone system. Unanimously carried.

Liberty National Supplemental Insurance

Tobin presented the proposal from Liberty National Insurance for supplemental insurance plans for employees. These would be pretax plans paid by the employee. D'Alessandro/Wright motion to recommend Village Board approval of adding Liberty National Supplemental Insurance to the Village's Section 125 plan. Unanimously carried.

Contract for Building Inspection Services

D'Alessandro/Wright motion to recommend Village Board approval of the SAFEbuilt contract for building inspection services effective January 1, 2022. Unanimously carried.

Investment Policy

The Committee reviewed the revised draft investment policy. Tobin stated that the state statute references were removed. Wright/D'Alessandro motion to recommend Village Board approval of the investment policy. Unanimously carried.

Fund Balance Policy

The Committee reviewed the draft fund balance policy. Discussion was held regarding the Library and recycling levy and whether they should be included in the calculation of operating expenses. Tobin and Peternell will clarify terminology of operating expenses. No action taken.

Resolution R-15-21 Commitment of 2020 Fund Balance

Discussion was held regarding the commitment amounts of the 2020 fund balance. It was the consensus of the Committee to defer recommendation until the fund balance policy is completed.

2022 Budget Notice Publication

Peternell presented the 2022 budget notice publication. The Committee requested to include detail on how the fund balance will be allocated. D'Alessandro/Wright motion to recommend Village Board approval of the 2022 Budget notice publication. Unanimously carried.

Consider a motion to convene into closed session pursuant to the exemption contained in Wis. Stats. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

- Thanksgiving Holiday

It was the consensus of the Committee to discuss this item in open session. Tobin stated that upon reviewing the Village Personnel Policy over the last few months she noticed that the day after Thanksgiving is not a Village holiday. Non-union employees currently have 8.5 paid holidays so adding this day would make 9.5 paid holidays. The police department currently has 10 paid holidays as part of their union contract. She researched the surrounding municipalities and their holiday schedules and found that City of Delavan, City of Lake Geneva, Village of Fontana, and City of Elkhorn all have the day after Thanksgiving as a paid holiday. City of Delavan has 8 paid holidays plus 3 floating holidays. City of Lake Geneva, Village of Fontana, and City of Elkhorn all have 10 paid holidays. D'Alessandro/Wright motion to recommend Village Board approval of adding the day after Thanksgiving as a paid holiday.

Adjourn

D'Alessandro/Wright motion to adjourn at 7:50pm. 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 PARKS AND LAKEFRONT COMMITTEE WEDNESDAY, OCTOBER 13, 2021 AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman D'Alessandro at 6:48pm

Roll Call

Present: Trustees D'Alessandro and Wright

Excused: Trustee Stanek

Also Present: Trustees Parker and Umans, Administrator Tobin, Treasurer Peternell, Public Works Director Edwards, Police Chief Timm, Recreation Director Edwards and Library Director Schnupp.

Meeting Minutes

D'Alessandro/Wright motion to approve meeting minutes of September 7, 2021, September 15, 2021 and Joint Protective Services and Parks & Lakefront Committee meeting minutes of September 20, 2021. Unanimously carried.

Community Garden Relocation

Discussion was held regarding relocating the community garden to Theater Road in 2022. D'Alessandro stated that he wants to send a letter to the current plot owners with a site map of proposed location for feedback and have a special meeting to discuss.

Adjourn

Wright/D'Alessandro motion to adjourn at 6:56pm. 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 PROTECTIVE SERVICES COMMITTEE WEDNESDAY, OCTOBER 13, 2021 AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Trustee D'Alessandro at 6:33pm

Roll Call

Trustees D'Alessandro and Umans

Excused: Chairman Vlach

Also Present: Trustees Parker and Wright, Administrator Tobin, Treasurer Peternell, Public Works Director Edwards, Police Chief Timm, Recreation Director Rowland and Library Director Schnupp.

Meeting Minutes

D'Alessandro/Umans motion to approve meeting minutes of September 7, 2021, September 15, 2021, October 4, 2021 and Joint Protective Services and Parks & Lakefront Committee meeting minutes of September 20, 2021. Unanimously carried.

Williams Bay Women's Civic League Temporary Alcohol License for February 5, 2022.

D'Alessandro/Umans motion to recommend Village Board approval of the Williams Bay Women's Civic League Temporary Alcohol License for February 5, 2022. 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 joint efforts with the Library and the Rec Department for the Santa Parade and Book In The Bay. The Police Department has been working on 3 different audits through the summer and fall with 2 of them completed. SERPC will be performing their site audit at Cedar Point on October 14th. The background checks on the (2) applicants are in process.

Adjourn

D'Alessandro/Umans motion to adjourn at 6:43pm. 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 WATER AND SEWER COMMITTEE WEDNESDAY, OCTOBER 13, 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 Umans and Parker

Excused: Trustee Stanek

Also Present: Trustee D'Alessandro and Wright, Administrator Tobin, Treasurer Peternell, Public Works Director Edwards, Police Chief Timm, Recreation Director Rowland and Library Director Schnupp.

Meeting Minutes

Parker/Umans motion to approve the September 15, 2021 and September 28, 2021 meeting minutes. Unanimously carried.

2022 Proposed Budget

No discussion; will be discussed at the November 10, 2021 Committee meeting.

Southwick Creek Realignment

The Committee reviewed correspondence from Karen Yancey regarding a DNR Surface Water grant the Geneva Lake Conservancy is applying for. As part of the application, the DNR wasn't to know that they will have partners who are willing to provide support to ensure that many of the recommendations are implemented. Tobin will write a draft letter of support and have the Village Attorney review it.

Adjourn

Parker/Umans motion to adjourn at 6:49pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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