



VILLAGE OF WILLIAMS BAY

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

OFFICIAL MINUTES BUILDING, ZONING AND ORDINANCE COMMITTEE WEDNESDAY, FEBRUARY 16, 2022 AT 6:30 PM LIONS FIELD HOUSE; 310 ELKHORN RD

Call to Order

Meeting was called to order by Chairman Wright at 8:23pm

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, Recreation Director Rowland, residents Danny McGovern and John & Susan Holmes.

Meeting Minutes

Vlach/Parker motion to approve the meeting minutes of January 12, 2022. Vlach abstained; motion carried.

Updated Contract with SafeBuilt

The Committee reviewed the amended contract with SafeBuilt that changes the fee schedule for inspections from \$95 to \$75 and the inspection services from 85% to 80%. Vlach/Parker motion to recommend the amended contract to the Finance & Personnel Committee. Unanimously carried.

Ordinance #2022-04 An Ordinance creating sections 281-1H(9) and 281-1L(8) of the Code of Ordinances of the Village of Williams Bay Establishing Wharf and Pier Number Requirement and Penalty for Violation

The Committee reviewed the proposed ordinance that will require pier numbers to be displayed on the piers. Discussion was held that this new requirement will be included with the annual waterway structure permit application. Parker/Vlach motion to recommend the first reading of Ordinance #2022-04 An Ordinance creating sections 281-1H(9) and 281-1L(8) of the Code of Ordinances of the Village of Williams Bay Establishing Wharf and Pier Number Requirement and Penalty for Violation. Unanimously carried.

Ordinance #2022-03 An Ordinance Amending Sections 390-0212C2 390-0214C2 390-0215C, 390-0216C and 390-0310M of the Code of Ordinances of the Village of Williams Bay Concerning Tourist Rooming Houses – REVIEW ONLY

Wright discussed the proposed changes to the ordinance in regard to Tourist Rooming Houses that will remove the limit of Tourist Rooming Houses and allow Tourist Rooming Houses by Conditional Use only in the Small Business District (SB) and Village Center District (VC). Discussion was held regarding the existing Tourist Rooming Houses that are zoned as Single Family (SF). Wright read an email excerpt from the Village Attorney that states *"if a TRH is currently a permitted use in a zoning district and the regulations for the district are changed so that it is no longer a permitted use, the TRH is considered a pre-existing nonconforming use. However, that use may continue so long as it is not discontinued for a period of 12 months. If discontinued for a period of 12 months the nonconforming use cannot resume."* McGovern asked about how his property would be handled since (2) of his cabins were destroyed by a fire and have not been rebuilt yet. The Attorney's email states *"if the structure in which the nonconforming use is located sustains damage and needs repair, the statute provides that the total structural repairs or alterations for the building cannot exceed 50% of the assessed value of the structure unless the use of the structure is changed to a conforming use. As result, if the house in which the Tourist Rooming House use is being conducted has a fire and burns to the ground, the house could be rebuilt but the house could no longer be used as a Tourist Rooming House."* After discussion, it was the consensus that further clarification is needed from the Attorney regarding rebuilt structures and non-conforming uses. The Plan Commission will be reviewing the proposed Ordinance in April.

Ordinance #2055-05 An Ordinance Creating Section 390-0504B of the Code of Ordinances of the Village of Williams Bay Concerning Utility Setbacks – REVIEW ONLY

The Committee reviewed the proposed Ordinance that adds utility setbacks to the Code of Ordinances. The Plan Commission will review the proposed Ordinance in April.

Floodplain Ordinance Update

Tobin stated that the Zoning Administrator provided a summary of the significant changes to proposed floodplain ordinance. Wright will provide a synopsis of the proposed ordinance that will be reviewed by the Plan Commission in March.

Adjourn

Vlach/Parker motion to adjourn at 8:48pm. 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

OFFICIAL MINUTES FINANCE AND PERSONNEL COMMITTEE WEDNESDAY, FEBRUARY 16, 2022 AT 6:30 PM LIONS FIELD HOUSE; 310 ELKHORN RD

Call to Order

Meeting was called to order by Chairman Parker at 8:10pm

Roll Call

Trustees Parker, D'Alessandro, and Wright.

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

Meeting Minutes

Wright/D'Alessandro motion to approve meeting minutes of January 12, 2022, January 17, 2022 and January 28, 2022. Unanimously carried.

Resolution R-8-22 Resolution to amend the 2022 Budget

Tobin presented Resolution R-8-22 Resolution to amend the 2022 Budget which transfers \$300,000 from the General Fund unassigned fund balance to the general fund operating for EMS needs. Wright/D'Alessandro motion to recommend Village Board approval of Resolution R-8-22 Resolution to amend the 2022 Budget. Unanimously carried.

Village Credit Card Policy

The Committee reviewed the proposed credit card policy. Tobin stated that the credit cards are issued by First National Bank & Trust and will have controls in place that will restrict certain purchases. Each cardmember will have a \$3,000 credit limit. D'Alessandro/Wright motion to recommend Village Board approval of the Village Credit Card Policy. Unanimously carried.

Village Surplus Property

Tobin stated that Department Heads submitted a listing of property to be sold on the Wisconsin Surplus Online Auction. D'Alessandro/Wright motion to recommend Village Board approval of listing surplus items on the Wisconsin Surplus Online Auction. Unanimously carried.

Adjourn

D'Alessandro/Wright motion to adjourn at 8:22pm. 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

OFFICIAL MINUTES PARKS AND LAKEFRONT COMMITTEE WEDNESDAY, FEBRUARY 16, 2022 AT 6:30 PM LIONS FIELD HOUSE; 310 ELKHORN RD

Call to Order

Meeting was called to order by Chairman D'Alessandro at 6:31pm

Roll Call

Present: Trustees D'Alessandro, Stanek and Wright

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

Meeting Minutes

D'Alessandro/Wright motion to approve meeting minutes of January 12, 2022. Unanimously carried.

Community Garden Discussion

Lengthy discussion was held regarding the Community Garden and whether it should be moved to Theatre Road. D'Alessandro read emails from Lions Club members who expressed concerns about the Community Garden being unsightly and suggested moving it to Theatre Road. Current plot owners were present who would like it to stay at Lions Field House and suggested that the Village make improvements to the area such as adding fencing around the plots and a compost area that would be like the fencing in the Dog Park and adding landscaping to make the area look better. They raised concerns about moving it to Theatre Road due to unknown soil conditions and the condition of the abandoned well. It was also noted that the Audubon Society donated a plot and that it cannot be moved to Theatre Road. Wright suggested devising a plan on how to improve the garden in its current location and have soil testing's done at Theatre Road and have the well tested. A suggestion was made to have a garden designer look at the current location and Theatre Road to provide ideas on how to make it look better. The Committee will discuss the results of the soil and well testing along with any input from a garden designer sometime during the summer months.

Resolution R-4-22 Amending Fee Schedule for beach fees

Tobin presented the resolution that will change the daily adult fee from \$8 to \$10 and the resident guest passes from \$6 to \$10 each. The increase was discussed during the budget process to help offset increased wages for beach and launch attendants. Wright/Stanek motion to recommend Village Board approval of Resolution R-4-22 Amending Fee Schedule for beach fees. Unanimously carried.

Resolution R7-22 Amending fee schedule for Kayak and Paddleboard Rental fees

Tobin presented the resolution to increase all the resident and non-resident fees by \$5. The increase was discussed during the budget process to support the additional part-time summer Recreation staff. Wright/Stanek motion to recommend Village Board approval of Resolution R7-22 Amending fee schedule for Kayak and Paddleboard Rental fees. Unanimously carried.

Robert J. Carlson Memorial Park

The Committee reviewed the Park & Memorials Committee recommendation to place a standard park sign east of the beach area titled "Carlson Park". Brushfire Signs provided a quote of \$3,559.25 for a sign that matches the signs throughout the Village. Further discussion was held regarding a memorial plaque on a boulder in the park. D'Alessandro stated that his recommendation would be for the Village to pay for the sign and seek other funding sources such as donations or a

contribution from the family for a plaque. It was the consensus of the Committee to get a quote on a plaque and bring it back to the Committee when a quote is obtained.

Williams Bay Fine Art and Crafts Fest Edgewater Park Use Application for July 29 – 31, 2022.

Stanek/Wright motion to recommend Village Board approval of the Williams Bay Fine Art and Crafts Fest Edgewater Park Use Application for July 29 – 31, 2022. Unanimously carried.

Adjourn

Stanek/Wright motion to adjourn at 7:34pm. 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

OFFICIAL MINUTES PROTECTIVE SERVICES COMMITTEE WEDNESDAY, FEBRUARY 16, 2022 AT 6:30 PM LIONS FIELD HOUSE; 310 ELKHORN RD

Call to Order

Meeting was called to order by Chairman Vlach at 7:35pm

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, Recreation Director Rowland and Nancy Waspi; Santa Cause Representative.

Meeting Minutes

Umans/D'Alessandro motion to approve meeting minutes of January 12, 2022. Unanimously carried.

Umans/D'Alessandro motion to approve meeting minutes of January 14, 2022. Unanimously carried.

Santa Cause Inc Farmer's Market Temporary Class "B" and "Class C" License Application for multiple dates in 2022.

Nancy Waspi was present to discuss the temporary Class B and Class C license application for the Farmer's Market. She stated that her intent is to have some breweries and wineries there for taste testing's and to sell products. Tobin read a memo provided by the Village Clerk Jackie Pankau-Daniels stating that breweries have their own license that would be utilized for the Farmer's Market. Tobin stated that wine tastings and sales at a Farmer's Market are not handled in the same manner. It was the consensus of the Committee to get a legal opinion on how to handle wine sales.

Williams Bay Women's Civic League Temporary Class "B" and "Class B" License Application for May 7, 2022.

Umans/D'Alessandro motion to recommend Village Board approval of the Williams Bay Women's Civic League Temporary Class "B" and "Class B" License Application for May 7, 2022. Unanimously carried.

Police Chief's Report

Chief Timm discussed Officer Hammett's involvement with the STEM program building model airplanes with area high school students. He stated the program was well received and will continue this summer. Further updates included the bi-annual required training that took place this month. He also stated that Officer Shiroda and Scurto have completed their field training and Officer Rudi has finished 2 of the 3 field training sessions. The Lions Club donated funds to replace the digital speed sign.

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

Monthly Numbers

Chief Timm provided an overview of the January 2022 Police Activity.

Adjourn

Umans/D'Alessandro motion to adjourn at 8:06pm. 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

OFFICIAL MINUTES STREETS AND HIGHWAYS COMMITTEE WEDNESDAY, FEBRUARY 16, 2022 AT 6:30 PM LIONS FIELD HOUSE; 310 ELKHORN RD

Call to Order

Meeting was called to order by Chairman Stanek at 8:06pm.

Roll Call

Trustees Stanek, Vlach and Umans

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

Meeting Minutes

Vlach/Umans motion to approve meeting minutes of January 12, 2022. Unanimously carried.

BIL (Bipartisan Infrastructure Law) Funding

Tobin discussed the federal BIL (Bipartisan Infrastructure Law) Funding that will be available for local projects. There will be (2) solicitation periods; one in January and one in February. Tobin stated that the projects need to be ones that are ready to be done. Tobin and Edwards have been working with the Village Engineer to determine which projects should be submitted for consideration for the February solicitation.

Adjourn

Umans/Vlach motion to adjourn at 8:10pm. 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

OFFICIAL MINUTES WATER AND SEWER COMMITTEE WEDNESDAY, FEBRUARY 16, 2022 AT 6:30 PM LIONS FIELD HOUSE; 310 ELKHORN RD

Call to Order

Meeting was called to order by Chairman Umans at 8:22pm

Roll Call

Trustees Umans, Parker and Stanek

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

Meeting Minutes

Stanek/Parker motion to approve the January 12, 2022 5:45pm, January 12, 2022 6:30pm and January 17, 2022 meeting minutes. Unanimously carried.

Adjourn

Stanek/Parker motion to adjourn at 8:22pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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