



VILLAGE OF WILLIAMS BAY

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OFFICIAL MINUTES VILLAGE BOARD 05/02/22 MEETING MONDAY, MAY 2, 2022 AT 7:00 PM VILLAGE HALL COUNCIL ROOM

I. Call to Order

President Duncan called the meeting to order at 7:00pm.

II. Roll Call

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

Also Present: Administrator Tobin, Chief Timm, Clerk Pankau and DPW Director Edwards

Excused: Trustee Matt Stanek

III. Pledge of Allegiance

IV. Minutes

A. Village Board Meeting Minutes of April 18, 2022

The motion to Approve the Village Board Meeting Minutes of April 18, 2022 was initiated by Jim D'Alessandro and seconded by Robert Umans. Unanimously carried.

V. Consent Agenda

A. None

VI. Presentation of accounts and petitions

A. Payroll ending 04-22-2022 in the amount of \$44,460.09

The motion to Approve the Payroll ending 04-22-2022 in the amount of \$44,460.09 was initiated by Lowell Wright and seconded by Robert Umans. Unanimously carried.

B. Accounts Payable Unpaid dated 04-29-2022 in the amount of \$51,260.12

The motion to Approve the Accounts Payable Unpaid dated 04-29-2022 in the amount of \$51,260.12 was initiated by Lowell Wright and seconded by Robert Umans. Unanimously carried.

C. Library invoices dated 04-13-2022 in the amount of \$2,761.01

The motion to Accept the Library invoices dated 04-13-2022 in the amount of \$2,761.01 was initiated by Lowell Wright and seconded by Robert Umans. Unanimously carried.

D. Library prepaids dated 04-19-2022 in the amount of \$1,395.21

The motion to Accept the Library prepaids dated 04-19-2022 in the amount of \$1,395.21 was initiated by Lowell Wright and seconded by Robert Umans. Unanimously carried.

E. Library prepaids dated 04-26-2022 in the amount of \$6,000.00

The motion to Accept the Library prepaids dated 04-26-2022 in the amount of \$6,000.00 was initiated by Lowell Wright and seconded by Robert Umans. Unanimously carried.

VII. Plan Commission

- A. None

VIII. Joint Extraterritorial Zoning Committee: pursuant to section 18.171F(A)

- A. None

IX. PUBLIC COMMENTS

Jack Jones (34 Elm St) stated that he has lived here part-time for seven years, full-time for eight months and his wife's parents have owned a home here for more than thirty years and that he loves it in Williams Bay. He asked the Board to re-visit creating parking fees like Lake Geneva and Fontana as it could create a large revenue source for the Village. He asked that more information is put out regarding Tourist Rooming Houses by the Village so that the public has more knowledge about it. Lastly, he asked for a status update on the citations given to the Bayside Motel. President Duncan stated that Trustee Wright has been working on Tourist Rooming Houses and Short Term-Rentals with the Plan Commission and advised the public to pay attention to the agendas and attend the meetings.

Pat Heise (423 Cambridge) talked about No Mow May and how Bee City USA is promoting it and some municipalities in Wisconsin are participating in it. She asked the Village Board to consider joining in on it. She stated that it is a movement to not mow your lawn in the month of May because most bees hibernate underground and they do not have anything to feed on when lawns are cut in May. She stated that people would need to sign up for the program, agree to be sure their lawn is cut by the first weekend of June and are sold signs to put in their yard to indicate that they are participating in the program.

X. President's Remarks

- A. None

XI. Ordinances and Resolutions

- A. None

XII. Committee Reports

A. Finance & Personnel

- 1. No Report

B. Protective Services

- 1. Original, Renewal, or Temporary Operator License Applications

The motion to Approve the Original Operator License Application for Tabraea Ciancio was initiated by George Vlach and seconded by Robert Umans. Unanimously carried.

C. Parks & Lakefront

- 1. No Report

D. Building, Zoning, & Ordinance

- 1. No Report

E. Water & Sewer

- 1. No Report

F. Streets & Highways

1. No Report

XIII. Public Comments

There were no public comments.

XIV. Other Items for Discussion, Consideration, or Action

A. Appointments

The motion to Approve the Appointment of Jackie Pankau-Daniels as the Village Clerk for a one-year term was initiated by Bill Duncan and seconded by Robert Umans. Unanimously carried.

The motion to Approve the Appointment of Lori Peternell as the Village Treasurer for a one-year term was initiated by Bill Duncan and seconded by Jim D'Alessandro. Unanimously carried.

The motion to Approve the Appointment of SAFEbuilt, Inc. as the Building Inspector for a one-year term was initiated by Bill Duncan and seconded by Robert Umans. Unanimously carried.

The motion to Approve the Appointment of Schaeffer Municipal Services as the Zoning Administrator for a one-year term was initiated by Bill Duncan and seconded by Robert Umans. Unanimously carried.

The motion to Approve the Appointment of Baker Tilly Virchow Krause, LLP as the Village Auditor for a one-year term was initiated by Bill Duncan and seconded by Robert Umans. Unanimously carried.

The motion to Approve the Appointment of Baxter & Woodman as the Village Engineer for a one-year term was initiated by Bill Duncan and seconded by Adam Jaramillo. Unanimously carried.

The motion to Approve the Appointment of Consigny Law Firm, S.C. as the Village Attorney for a one-year term was initiated by Bill Duncan and seconded by Lowell Wright. Unanimously carried.

The motion to Approve the Appointment of Associated Appraisal Consultants, Inc. as the Village Assessor for a one-year term was initiated by Bill Duncan and seconded by Lowell Wright. Unanimously carried.

The motion to Approve the Appointment of Municipal Code Enforcement as the Weed and Tree Commissioner for a one-year term was initiated by Bill Duncan and seconded by Robert Umans. Unanimously carried.

The motion to Approve the Appointment of the Police Chief as the Civil Defense Commissioner for a one-year term was initiated by Bill Duncan and seconded by Adam Jaramillo. Unanimously carried.

The motion to Approve the Appointment of Lake Geneva Regional News and Kenosha News as the Official Newspaper Designations for a one-year term was initiated by Bill Duncan and seconded by Robert Umans. Unanimously carried.

The motion to Approve the Appointment of the Walworth County Board of Health as the Board of Health for a one-year term was initiated by Bill Duncan and seconded by Jim D'Alessandro. Unanimously carried.

The motion to Approve the Appointment of LaMarr Lundberg as the Citizen Representative on the Geneva Lake Environmental Agency for a one-year term was initiated by Bill Duncan and seconded by Robert Umans. Unanimously carried.

The motion to Approve the Appointment of Robert Umans as the Village Board Representative on the Geneva Lake Environmental Agency for a one-year term was initiated by Bill Duncan and seconded by Robert Umans. Unanimously carried.

The motion to Approve the Appointment of Jay Blincoe as the Citizen Representative on the Geneva Lake Use Committee for a one-year term was initiated by Bill Duncan and seconded by Lowell Wright. Unanimously carried.

The motion to Approve the Appointment of Jim D'Alessandro as the Village Board Representative on the Geneva Lake Use Committee for a one-year term was initiated by Bill Duncan and seconded by Lowell Wright. Unanimously carried.

The motion to Approve the Appointment of the Standing Committees as presented below for a one-year term was initiated by Bill Duncan and seconded by Robert Umans. Unanimously carried.

Building, Zoning & Ordinances Committee

Adam Jaramillo, Chair

Lowell Wright

George Vlach

Finance & Personnel Committee

Lowell Wright, Chair

Robert Umans

Jim D'Alessandro
Parks & Lakefront Committee
 Jim D'Alessandro, Chair
 Lowell Wright
 Matthew Stanek
Protective Services Committee
 George Vlach, Chair
 Robert Umans
 Adam Jaramillo
Water & Sewer Committee
 Robert Umans, Chair
 Adam Jaramillo
 Matthew Stanek
Streets & Highways Committee
 Matthew Stanek, Chair
 Jim D'Alessandro
 George Vlach

The motion to Approve the Appointment of the Civil Defense Commission as presented below for a one-year term was initiated by Bill Duncan and seconded by Adam Jaramillo. Unanimously carried.

Police Chief	Police Chief, Chair
David H. Burrough	Citizen Member
Rich Gluth	Rescue Squad Captain/Citizen
Paul Nicholson	Citizen Member
Doug Smith	Fire Chief/Citizen
Dale Vavra	Citizen Member
George Vlach	Village Board Member/Citizen

The motion to Approve the Appointment of Jim Killian as a Member on the Conservation Commission for a five-year term was initiated by Bill Duncan and seconded by Robert Umans. Unanimously carried.
 The motion to Approve the Appointment of Alice Morava as an Advisory Member on the Conservation Commission for a one-year term was initiated by Bill Duncan and seconded by Lowell Wright. Unanimously carried.
 The motion to Approve the Appointment of the EMS Task Force ad hoc Committee as presented below for a one-year term was initiated by Bill Duncan and seconded by Jim D'Alessandro. Unanimously carried.

Bill Duncan	Village President
Village Administrator	Village Administrator
Lowell Wright	Finance & Personnel Committee Chairman
George Vlach	Protective Services Committee Chairman
Rich Gluth	Rescue Squad Captain
Dale Vavra	Rescue Squad Lieutenant
Doug Smith	Fire Department Chief
Paul Nicholson	Fire Department Lieutenant

The motion to Approve the Appointment of Gordy Roth as a Member on the Ethics Board for a three-year term was initiated by Bill Duncan and seconded by Lowell Wright. Unanimously carried.
 The motion to Approve the Appointment of Lowell Wright as the Village Board Trustee on the Harbor Commission for a one-year term was initiated by Bill Duncan and seconded by Jim D'Alessandro. Unanimously carried.
 The motion to Approve the Appointment of Richard Tuma as a Member on the Law Enforcement Committee for a three-year term was initiated by Bill Duncan and seconded by Robert Umans. Unanimously carried.
 The motion to Approve the Appointment of Pat Watts as the Chair on the Parks and Memorial Advisory Committee for a three-year term was initiated by Bill Duncan and seconded by Jim D'Alessandro. Unanimously carried.

The motion to Approve the Appointment of Kendra Wachs as a Member on the Parks and Memorial Advisory Committee for a three-year term was initiated by Bill Duncan and seconded by Robert Umans. Unanimously carried.

The motion to Approve the Appointment of Lowell Wright as the Village Trustee on the Plan Commission for a one-year term was initiated by Bill Duncan and seconded by Jim D'Alessandro. Unanimously carried.

The motion to Approve the Appointment of Pat Watts as the Parks & Memorial Committee Member on the Plan Commission for a one-year term was initiated by Bill Duncan and seconded by Lowell Wright. Unanimously carried.

The motion to Approve the Appointment of Jess Haak as a Member on the Plan Commission for a three-year term was initiated by Bill Duncan and seconded by Robert Umans. Unanimously carried.

The motion to Approve the Appointment of Matt Robbins as a Member on the Plan Commission for a three-year term was initiated by Bill Duncan and seconded by Lowell Wright. Unanimously carried.

The motion to Approve the Appointment of Jim Killian as the Alternate Member on the Plan Commission for a three-year term was initiated by Bill Duncan and seconded by Robert Umans. Unanimously carried.

The motion to Approve the Appointment of James Bindl as the Vice President on the Library Board for a three-year term was initiated by Bill Duncan and seconded by Lowell Wright. Unanimously carried.

The motion to Approve the Appointment of Mary Connolly as a Member on the Library Board for a three-year term was initiated by Bill Duncan and seconded by Jim D'Alessandro. Unanimously carried.

The motion to Approve the Appointment of Bryan Esarco as the Village Appointee Member on the Library Board for a three-year term was initiated by Bill Duncan and seconded by Lowell Wright. Unanimously carried.

The motion to Approve the Appointment of Matt Stanek as the Village Trustee on the Library Board for a one-year term was initiated by Bill Duncan and seconded by Adam Jaramillo. Unanimously carried.

The motion to Approve the Appointment of George Vlach as the Chair on the Zoning Board of Appeals for a one-year term was initiated by Bill Duncan and seconded by Robert Umans. Unanimously carried.

The motion to Approve the Appointment of Robert Umans as the Village Trustee on the Zoning Board of Appeals for a one-year term was initiated by Bill Duncan and seconded by Lowell Wright. Unanimously carried.

The motion to Approve the Appointment of Matt Robbins as the Plan Commission Member on the Zoning Board of Appeals to finish Jane Pegel's term was initiated by Bill Duncan and seconded by Lowell Wright. Unanimously carried.

The motion to Approve the Appointment of the Enhancement Committee as presented below for a one-year term was initiated by Bill Duncan and seconded by Robert Umans. Unanimously carried.

Halina Marra	President
Julie Ann Poplar	Vice President
Rita Pilarski	Treasurer
Connie Gluth	Member
Lynne Landgraf	Member
Mary Jo Petullo	Member

The motion to Approve the Appointment of Pat Watts as the Chair on the Joint Extraterritorial Zoning Committee for a three-year term was initiated by Bill Duncan and seconded by Lowell Wright. Unanimously carried.

The motion to Approve the Appointment of Richard Tuma as the Chair on the Extraterritorial Zoning Board of Appeals for a three-year term was initiated by Bill Duncan and seconded by Robert Umans. Unanimously carried.

B. Municipal Clerk Appreciation Week Proclamation

President Duncan read a Proclamation and proclaimed the week of May 1 - May 7 2022 as Professional Municipal Clerk's Week.

C. National Police Appreciation Week and Peace Officers' Memorial Day Proclamation

President Duncan read a Proclamation and proclaimed May 15, 2022 as Peace Officer's Memorial Day and May 15 - May 21, 2022, as Police Appreciation Week.

- D.** 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.

It was the consensus of the Trustees that it was not necessary to go into Closed Session. President Duncan tabled the

motion to convene into closed session.

1. Police Department

E. Motion to reconvene into open session

The Board did not convene into closed session.

F. Possible discussion of/action for those items discussed in closed session

The Motion to extend a Conditional Offer to Madison Rabe contingent on a background check for the Police Officer position was initiated by George Vlach and made by Committee, no second required. Unanimously carried.

XV. Adjournment

The motion to adjourn was initiated by Robert Umans and seconded by Lowell Wright at 7:48pm. Unanimously carried.

/s/ Jackie Pankau-Daniels, Village Clerk

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