



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, JULY 13, 2022, AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman Jaramillo at 8:35pm

Roll Call

Trustees Jaramillo and Wright

Excused: Trustee Vlach

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

Meeting Minutes

Jaramillo/Wright motion to approve the meeting minutes of June 15, 2022. Unanimously carried.

Comprehensive Plan Update

Tobin stated that Vandewalle & Associates has been working on the Comprehensive Plan update and is looking to schedule a BZO meeting the week of July 25 to review the redline version of the plan.

Adjourn

Jaramillo/Wright motion to adjourn at 8:39pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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OFFICIAL MINUTES FINANCE AND PERSONNEL COMMITTEE WEDNESDAY, JULY 13, 2022, AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman Wright at 7:47pm

Roll Call

Trustees Wright, D'Alessandro, and Umans.

Also Present: President Duncan, Trustee Jaramillo, Administrator Tobin, Treasurer Peternell, Police Chief Timm, Director of Public Works Edwards, Joe Ehlen; Scherrer Construction and Kevin Mullen; Baird.

Meeting Minutes

D'Alessandro/Umans motion to approve meeting minutes June 15, 2022. Unanimously carried.

Umans/D'Alessandro motion to approve Joint Williams Bay and Fontana Finance Committee meeting minutes of June 23, 2022. Unanimously carried.

Umans/D'Alessandro motion to approve meeting minutes July 5, 2022. Unanimously carried.

Scherrer Contract for Bathroom Remodel

Joe Ehlen was present to discuss the change order in the amount of \$15,433 for the lakefront bathroom remodel contract. He stated that there was an error in the bid calculation that was submitted; the bid was accepted at \$46,543 but the total was actually \$61,976. D'Alessandro/Wright motion to recommend Village Board approval of Change order #1 in the amount of \$15,433. Unanimously carried.

Scope of Engagement Letter – Quarles & Brady

Tobin stated that the Village is required to have a legal opinion for the upcoming borrowing which will be provided Quarles & Brady. Umans/D'Alessandro motion to recommend Village Board approval of Scope of Engagement Letter with Quarles & Brady. Unanimously carried.

Resolution R-24-22 Resolution Authorizing the Issuance of \$12,135,000 General Obligation Promissary Notes and the Issuance and Sale of a \$12,135,000 Note Anticipation Note in Anticipation Thereof

Mullen was present to discuss the required resolutions for the upcoming borrowing. This resolution is for the interim financing to start the borrowing. It is a 1 year note that is callable in 3 months. Mullen stated that the sale of bonds is scheduled for Friday, July 15th. The resolution will be updated with the sale information for approval at the Village Board meeting on July 18, 2022. D'Alessandro/Umans motion to recommend Village Board approval Resolution R-24-22 Resolution Authorizing the Issuance of \$12,135,000 General Obligation Promissary Notes and the Issuance and Sale of a \$12,135,000 Note Anticipation Note in Anticipation Thereof. Unanimously carried.

Resolution R-25-22 Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$12,135,000 General Obligation Refunding Bonds

Mullen stated this resolution sets up the parameters for the financing options. The resolution will be updated with the sale information for approval at the Village Board meeting on July 18, 2022. Umans/D'Alessandro motion to

recommend Village Board approval Resolution R-25-22 Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$12,135,000 General Obligation Refunding Bonds. Unanimously carried.

Investments

Tobin provided an update on the general fund and water and sewer fund reserves that were invested in a 1-year CD that has a rate of 2.85%. The general fund will earn approximately \$28K and water & sewer fund will earn approximately \$34K when the CD matures. At that time, the Board will have the option to have the interest paid out or reinvested. For information only, no action required.

Administrator Performance Review

Wright discussed establishing parameters for the Administrator performance review. He stated that once the process is established, the Board will do a performance review for the past year and set goals for the upcoming review. It was the consensus of the Committee to have all Trustees review the suggested process and finalize it at the August Committee meeting.

Adjourn

D'Alessandro/Umans motion to adjourn at 8:28pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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OFFICIAL MINUTES PARKS AND LAKEFRONT COMMITTEE WEDNESDAY, JULY 13, 2022, AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman D'Alessandro at 6:52pm

Roll Call

Present: Trustees D'Alessandro and Wright

Excused: Trustee Stanek

Also Present: President Duncan, Trustee Jaramillo and Umans, Administrator Tobin, Treasurer Peternell, Police Chief Timm, Director of Public Works Edwards, Engineer Snyder, Terry Soltow; TLS Windsled and La Marr (Sparky) Lundberg; 675 Jackson Parkway.

Meeting Minutes

Wright/D'Alessandro motion to approve meeting minutes June 15, 2022. Unanimously carried.

TLS Windsled Inc – Hovercraft Rides 2023

Terry Soltow was present to recap the 2022 season in preparation for the 2023 season. Soltow stated due to the Village's requirement to carry \$2M in liability coverage, the cost of insurance was \$29.69 per rider. The ride charge was \$35.00 per rider. Soltow stated that his insurance company stated that when the hovercraft is on the ice his liability insurance is what is in effect and not the Village's. Tobin asked Soltow to have his insurance carrier provide a letter stating this that can be submitted to the Village's insurance carrier for review.

Dredging of Southwick Creek

Discussion was held regarding the large amount of gravel that has been coming into Southwick Creek from the Odling Gravel pit since 2019. Umans stated that he and the Village Administrator and DPW Director met with representatives from Odling to discuss the removal of the gravel. Odling stated that they agreed to take the gravel at no charge to the Village but needed to work out the transportation of the gravel. Snyder discussed the proposal from ILM Environments to dredge Southwick Creek. The proposal including permitting, soil/water testing, dredging and material transport was approximately \$200,000. Discussion was held regarding including this in the upcoming borrowing by either increasing the amount to be borrowed or reallocation of projects so that this project could be included. Further discussion was had regarding having discussions with Odling to determine if they are willing to provide financial assistance for the dredging and also contact the DNR to inquire about their position is on the issue. Snyder stated that the dredging needs to be done before realigning of Southwick Creek and the Village should begin the permitting process in July 2022. D'Alessandro/Wright motion to move item to the Finance & Personnel Committee to discuss funding. Unanimously carried.

Deer Culling

Timm stated that he spoke with the Wisconsin DNR regarding the deer culling brought up to the Village Board at our most recent meeting. He suggested two separate options for the Parks and Lakefront Committee to consider.

Option 1: Public Hunting Permits

- The village would be able to issue antlerless deer tags free of charge to a controlled population of hunters
- This would run the duration of the regular hunting season September through December

- The village would control the tags and can issue them on a first come first serve bases or however the board chooses to regulate who is hunting and receiving these tags
- Fontana and other communities that utilizes this option have a low success rate

Option 2: Sharpshooting Company

- The village would need to employ a sharpshooting company (Usually \$350/deer)
- The company has different regulations than deer hunting such as hunting at night, baiting deer, using suppressors. Because of these regulations, they tend to have a higher success rate
- This season is from December-March
- DNR does not regulate who the village can utilize as a company

The DNR they will not do a population count since this is a social issue and not an ecological issue. The DNR would also not regulate how many deer are culled. They usually start with 20 deer tags and can issue more if needed.

It was the consensus of the Committee to provide information to residents via the website and newsletter on deer deterrent methods instead of culling.

Adjourn

Wright/D'Alessandro motion to adjourn at 7:47pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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OFFICIAL MINUTES PROTECTIVE SERVICES COMMITTEE WEDNESDAY, JULY 13, 2022, AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Trustee Umans at 6:31pm

Roll Call

Trustees Jaramillo and Umans

Excused: Chairman Vlach

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

Meeting Minutes

Umans/Jaramillo motion to approve meeting minutes of June 15, 2022. Unanimously carried.

Umans/Jaramillo motion to approve meeting minutes of June 29, 2022. Unanimously carried.

Law Enforcement Agency Grant (WI)

Timm stated that the parameters for eligible uses of the grant have changed since it was announced in March of this year. At that time the Village Board approved utilizing the funds for bonuses to Police Officers. That no longer is an eligible expenditure for the grant. Timm stated that mobile data computers (MDC) are an eligible expense that is included in the future borrowing that now can be allocated towards the grant. Umans/Jaramillo motion to recommend Village Board approval of changing the allocation of the grant funds to the purchase of mobile data computers (MDC). Unanimously carried.

Monthly Numbers

Chief Timm provided an overview of the June 2022 Police Activity. Timm gave a brief update on monthly police activities.

Adjourn

Umans/Jaramillo motion to adjourn at 6:52pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer



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OFFICIAL MINUTES WATER AND SEWER COMMITTEE WEDNESDAY, JULY 13, 2022, AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman Umans at 8:28pm

Roll Call

Trustees Umans and Jaramillo

Excused: Trustee Stanek

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

Meeting Minutes

Umans/Jaramillo motion to approve the meeting minutes of June 15, 2022. Unanimously carried.

Error on Utility Bill

Umans stated that the 2nd quarter utility bill did not include the new rate for the private and public fire protection fee. The PSC provided the following guidance on how to correct the error: *"If the utility charged the incorrect rate on the last bill, the utility can add the difference between what was charged and what should have been charged to the next water bill. The billing adjustment would need to be on the bill and clearly explained to the customer. Typically, there is not enough room on the bill to provide a detailed explanation, so the utility will send a letter clarifying the reason for the adjustment, how the adjustment was determined/calculated (back bill concerns) and the amount of the billing adjustment."* Umans/Jaramillo motion to recommend Village Board approval of correcting the 2nd quarter billing error on the 3rd quarter billing and adjusting the 3rd quarter billing with the correct rate. Unanimously carried.

Adjourn

Umans/Jaramillo motion to adjourn at 8:34pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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