

REGULAR BOARD MEETING MINUTES

April 21, 2008 – 7:00pm

VILLAGE HALL

tape available indefinitely

transcribed by K Richardson

Unapproved Minutes subject to Board Approval

CALL TO ORDER 7:10pm/PLEDGE OF ALLEGIANCE/ROLL CALL: Bower, Connolly, Fitzgerald, Karow, Knoll, Moran, Skinner present. Administrator David Cox, Clerk/Treasurer Kathleen Richardson, Police Chief Dale Racer, and Attorney Reince Priebus also in attendance.

APPROVAL OF MINUTES: *Motion by Skinner, Bower, Carried to Approve:* March 17, 2008 Regular Board

APPROVAL OF VOUCHERS FOR PAYMENT: *Motion by Connolly, Moran, Carried to Approve:* Corporate Checking (including General Fund, Sanitation, Capital Projects-E/M, Sewer Utility, Lake Rehab, Sewer Hook-Up, Sewer replacement, and Tax Account): #18956 - 19133; Payroll Related Checking and State/Federal Tax Wires: #14045-14075. Expenses - \$560,569.74.

TREASURER'S REPORT: *Motion by Connolly, Moran, Carried to Approve:* - General Fund Checking: \$220,885.19; State Pool: \$1,002,935.51; Payroll Checking: \$3,951.30 for a total balance as of March 31, 2008 of \$1,227,772.00.

PUBLIC COMMENTS AND QUESTIONS: None

OMNIBUS AGENDA – *Motion by Connolly, Moran, Carried to Approve as read by Attorney Priebus:*

- A. Motion to Approve Operator's Licenses for the Following Individuals Subject to Schooling and Police Department Review in Accordance with Village Code: Jack Hill (New License, Amoco), Donna Knautz (New License, Amoco), Derek Walls (New License, Independent).
- B. Motion to Approve issuance of Amusement, Cigarette/Tobacco, and Cabaret Licenses to Pier West, 511 Wilmot Avenue, with a Term through June 30, 2008.
- C. Motion to Approve Requests from the Chamber of Commerce for their Annual Libertyfest Event.
- D. Resolution R2008-4-1, a Resolution to Authorize Application for a Wisconsin Waterways Grant.
- E. Motion to Approve CSM #219 (Matthew Avenue, Neri, Parcel #86-4-119-331-1080).
- F. Motion to Approve Requests from the Aquanuts Regarding their 2008 Season.

Cox clarified there is a remaining issue regarding the practice and performance areas due to the Lance Park Reconstruction progress and that final determination of these areas will be made between the Police Department and the Aquanuts at a later date.

PRESIDENT AND TRUSTEE REPORTS

TRUSTEE SHARON BOWER - ADMINISTRATION, FINANCE, JUDICIARY, LICENSING

Motion by Bower, Connolly, Carried, to Approve Resolution R2008-4-2, Urging Changes in the Wisconsin Unemployment Compensation System. This Resolution will be sent to the Village's legislative representatives as well as the Unemployment Compensation Board.

The Court Report is available at the Village Clerk's Office for review.

TRUSTEE TOM CONNOLLY- STREETS & ROADS, EQUIPMENT, STREET LIGHTS, WEEDS, LAKE PLANNING AND PROTECTION

Motion by Connolly, Knoll, Carried, to Approve Change Order No. 1 to the Contract with Layne-Northwest for Fire Protection Well Test Boring in the Net additional Amount of \$4,902.75 to include an Additional Test Boring of 203 feet. This will be a TIF District #1 expense.

Motion by Connolly, Skinner, Carried, to Approve an Engineering Services Agreement with Baxter & Woodman for Design and Bidding Services related to the 2008 Street Improvement Program in the not to exceed amount of \$14,300. Mark Kolczaski, Baxter & Woodman, stated the cost is the same as two years ago for the last agreement, which includes preparing the documents, review of the insurance certificate, and the holding of the pre-construction meeting. Public Works staff will perform the on-site inspection during the project. Cox stated \$240,000 is available for the street project, which includes the monies from the State.

Trustee Connolly indicated that the Village would be getting at least \$6,000 back from the Disaster Fund.

TRUSTEE KEVIN FITZGERALD - CEMETERY, SANITATION, RECYCLING, SENIORS

A representative of Veolia, the Village's refuse and recycling hauler will be present at the May 5, 2008 Committee of the Whole meeting to provide a report on collections for the first year under the new recycling system and to answer any questions regarding the service.

TRUSTEE AARON KAROW - BUILDING AND ZONING, PLAN COMMISSION, AND PUBLIC BUILDINGS

Motion by Karow, Connolly, Carried to Approve a Special Permitted Use for a Budget Car/Truck Rental Operation (1032 Lance Drive & 475 Lincoln Drive, Hintz, Parcel #85-4-119-119-204-3901 and 222-2220).

Motion by Karow, Moran, Carried, to Approve a Concept PUD for Lakeview Terrace Townhomes (410 Lakeview Avenue, 131 S Lake Avenue and 181 Buena Drive, Diekhues, Parcel #85-4-119-214-1405, 211-4500, and 211-4470).

Motion by Karow, Connolly, Carried to Approve a Concept PUD for Southport Bank (000 E Main Street, Mills Enterprises, LLC; Parcel #85-4-119-211-4420, 211-4431, 211-3623, and 211-3624).

Motion by Skinner, Connolly, Carried to Approve Resolution R2008-4-3, Approving the Amended Project Plan for Tax Incremental District No. 1 for the Village of Twin Lakes. Cox recapped the two fundamental changes to the plan: Boundary adjustment – properties adjacent to the Lakeview Motel and to the West; and an amendment to the Project Plan to construct a fire suppression water system with an estimated cost of \$2.7 million.

Mike Hallman, financial advisor for the Village, confirmed that their review of the proposed projects and the costs to be incurred indicate that the increment created will meet the debt service.

A Special Meeting of the Village Board and an Open House related to the final plans for the Downtown Improvement Project Plans will be held on Wednesday, April 23 from 6:00p.m. To 7:00p.m. The Open House will allow members of the public an opportunity to review the plans again prior to bidding in order to allow final changes if necessary. The Village Board will be authorizing bidding of the finalized plans at this meeting as well. Karow asked if the Board would be given copies of the plans prior to the Open House to which Cox stated he would obtain copies of the geometric plans.

The next Plan Commission meeting is scheduled for Wednesday, April 23 beginning at 7:00pm in the Village Hall. The agenda includes consideration of a **Final Plat for Lake Shore Estates** (Laurine, East Lake Shore Drive/CTH HM, Parcels 86-4-119-333-1000, -2000, -2100, -2110, -2120, -2130, 324-1400, and 324-1500), consideration of a **Preliminary Plat for the Maple Leaf Subdivision – Senior Duplexes** (Stohr; West Main Street; Parcel 85-4-119-213-1210), consideration of a **Final Plat for Oak Meadow Subdivision, Phase 2** (Stohr; Grove Trail; Parcels 85-4-119-163-0903 and -0904), consideration of a **Concept Plan for Fairway Woods Senior Housing** (E&M Management; Lincoln Ave; Parcel 85-4-119-222-1000), consideration of a **Concept Plan for Fairway Estates Condominiums** (Country Club Estates Development, LLC; CTH F; Parcel 85-4-119-153-5092)

Building Permits: 15; Valuation: \$434,700.00; Fees Collected: \$2,877.00.

TRUSTEE JEREMY KNOLL - POLICE, FIRE, LAKE CONTROL, PARKS AND BEACHES

Motion by Knoll, Skinner, Carried to Approve Issuance of Annual Pier, Raft and Buoy Permits.

Motion by Knoll, Connolly, Carried to Approve Resolution R2008-4-4, Declaring Certain Personal Property of the Village of Twin Lakes as Surplus and Authorizing its Auction or Disposal (Police Department Crown Victoria).

The Police and Water Patrol Reports are available at the Village Clerk's Office for review.

TRUSTEE WILLIAM MORAN - SEWER, HEALTH AND ENVIRONMENT, YOUTH, LIBRARY

Motion by Moran, Skinner, Carried to Approve Award of a Contract to Globe Construction Company of Pewaukee for the Lance Drive Interceptor Sewer Extension Project in the amount of \$352,000, including a 10 percent contingency.

This amount will be divided between TIF District #1 and the Sewer Fund. Cox explained the 10% contingency is to cover any unknowns which may occur due to the fact that this is underground work. For above ground work, the Village usually approves a 5% contingency.

Motion by Moran, Connolly, Carried to Approve an Engineering Services Agreement with Baxter and Woodman for Construction Administration and Oversight Services for the Lance Drive Interceptor Sewer Extension Project in the not-to-exceed amount of \$26,700. This amount will be divided between TIF District #1 and the Sewer Fund.

The monthly sewer report is available at the Village Clerk's Office for review.

VILLAGE PRESIDENT HOWARD SKINNER

Other Comments from the Floor - None

Motion by Skinner, Connolly, Carried, to adjourn at 8:40pm

SIGNED COPY AVAILABLE AT THE VILLAGE HALL

Kathleen Richardson, CMC
Clerk/Treasurer

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