

## REGULAR BOARD MEETING MINUTES

August 18, 2008 - 7:00pm

Village Hall

\*tape available indefinitely\*

\*\*transcribed by K Richardson\*\*

\*\*\*Unapproved Minutes subject to Board Approval\*\*\*

**CALL TO ORDER @7:01PM/PLEDGE OF ALLEGIANCE/ROLL CALL:** Bower, Connolly, Fitzgerald, Karow, Knoll, Moran, Skinner. Also in attendance Administrator David Cox, Lieutenant Kevin Klahs, Clerk/Treasurer Kathleen Richardson, and Attorney Jason Kunschke.

**APPROVAL OF MINUTES - Motion by Karow, Connolly, Carried to approve minutes: Regular Village Board - May 19, 2008; June 16, 2008; July 21, 2008; Special Board - August 4, 2008**

**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): #19542 - 19689; Payroll Related Checking and State/Federal Tax Wires: #14204-14223. Expenses - \$721,212.45.

**TREASURER'S REPORT: Motion by Connolly, Moran, Carried to Approve:** - General Fund Checking: \$638,541.13; State Pool: \$529,713.34; Payroll Checking: \$87,716.89 for a total balance as of July 31, 2008 of \$1,255,971.36.

### **PUBLIC COMMENTS AND QUESTIONS:**

**OMNIBUS AGENDA- Motion by Connolly, Skinner, Carried, to Approve as read by Attorney Kunschke.**

- A. Motion To Approve Operator's Licenses For The Following Individuals Subject To Schooling And Police Department Review In Accordance With Village Code: Wendi Caldwell (New License), Kristina Goronson (New License), Philip Leedle (New License), Lisa Soffe (New License).

### **PRESIDENT AND TRUSTEE REPORTS**

#### **TRUSTEE SHARON BOWER - ADMINISTRATION, FINANCE, JUDICIARY, LICENSING**

CONSIDERATION OF A MOTION TO APPROVE A CARRIER FOR THE VILLAGE'S GENERAL LIABILITY AND OTHER RELATED INSURANCE. Cox briefly explained that staff had reviewed the three proposals received, and all provided similar coverage. CRB Insurance offered slightly higher coverage at the lowest bid. Two of the three bidders had representatives present to answer questions from the Board. Linda Proeber, representing CRB Insurance, recapped that they are an A- rated carrier; would carry all of our coverage under one company with a total \$7 million umbrella (over the General Liability, Law Enforcement, Linebacker, Commercial Auto coverages); and that she would be the Village's main contact. Linda was our agent with Wausau Insurance for many years before she joined CRB. Kay Hannah, of Wausau Signature Agency (our current carrier), explained that this is an independent agency owned by Liberty Mutual that broke away from Wausau Insurance 7 years ago; they are the largest writer of Wausau Insurance who has been in business since 1911; caps on municipal claims do help protect the Village; they can work with the limits to compare with those brought in by CRB. Mark Newbower, underwriter for Wausau Insurance, explained that the Village has worked well with Wausau in establishing a desirable experience mod factor which is based on the number of claims filed for worker's compensation. Discussion continued comparing the benefits of each company as well as the \$11,000 difference in the premiums/dividends bid. MOTION BY CONNOLLY, KNOLL, CARRIED TO APPROVE CRB INSURANCE AS THE CARRIER OF THE VILLAGE'S LIABILITY AND OTHER RELATED INSURANCE.

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

Other - Bower questioned the status of the pavement repair in the Blueberry Hill Subdivision. Cox stated this has been turned over to the Attorney as there has not been any contact with the developer.

Bower questioned if the literature has been distributed regarding the smoke testing of the sanitary sewers. Cox reminded that literature is being finalized regarding sump pumps that will be mailed Village wide. House to house inspections will begin in the Lift Station #7 area.

Bower asked about the Willow Road and Park area water problems. Cox stated the topographic survey was just completed for that area, and the result is favorable pointing out that there is not many places for the water to go. Mark Kolczalski, Baxter & Woodman, explained that the water in the ditches are at lake level. Years ago the Village re-graded the ditches and it is as flat as it can go. Options were discussed, and will be considered.

Bower stated it would be nice for the new Building Inspector, Dave Sturdevant, to come to a meeting for all to meet.

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

MOTION BY CONNOLLY, MORAN, CARRIED, TO AUTHORIZE THE INSTALLATION OF NEW MONUMENTS TO INDICATE THE

WATER LEVEL FOR SLOW NO WAKE. Skinner contacted Gehring Well Drilling regarding the installation of two 20' PVC pipes in the lake bed at the shore edge for a bid of \$2000 for both. Village would supply the concrete and the filling of the 12" wide PVC pipes. Baxter & Woodman would handle the leveling. DNR has approved the installation of these markers.

MOTION BY CONNOLLY, SKINNER, CARRIED, TO AWARD A CONTRACT TO INTERSTATE TANK AND PUMP OF WAUKESHA FOR THE LOCATION AND REMOVAL OF UNDERGROUND STORAGE TANKS IN THE DOWNTOWN. Wisconsin State Department of Commerce was out and identified one perhaps two tanks in the Village right of way by the Wiseman and Kaske buildings on E. Main Street. This removal is being done now in case of any contamination which could be handled before the downtown construction. Estimated cost is approximately \$5,700 for one tank. After it is determined what is present, talks will be held with the owners regarding cost sharing.

MOTION BY CONNOLLY, MORAN, CARRIED, TO APPROVE AWARD OF AN ENGINEERING SERVICES AGREEMENT WITH BAXTER AND WOODMAN FOR CONTINUED SERVICES RELATED TO THE WPDES STORM WATER DISCHARGE PERMIT. Mark Kolczalski, Baxter & Woodman, explained that a Water Quality Management Plan needs to be drafted for the entire Village. Another requirement is a Storm Sewer System Map. These projects will take approximately 300 hours of work between now and November 1, 2008.

**TRUSTEE KEVIN FITZGERALD - CEMETERY, SANITATION, RECYCLING, SENIORS**

MOTION BY FITZGERALD, CONNOLLY, TO EXTEND THE VEOLIA CONTRACT FOR REFUSE AND RECYCLABLE COLLECTION FOR A TERM OF ONE YEAR ENDING DECEMBER 31, 2009. Fitzgerald stated the current contract is a two year contract (with no price increase) with a one year negotiated 5% increase extension available. Connolly asked if it would be financially beneficial to request more than a one year extension. George DeVries, Veolia Environmental Services, stated there have been excessive increases to the cost of service this year. DeVries stated he would be willing to look at a multiple year extension, with a possible increase of 4% per year, if the Village desired. MOTION BY CONNOLLY, KNOLL, CARRIED TO TABLE UNTIL THE NEXT MEETING WHEN THE NEW PROPOSAL IS RECEIVED FROM VEOLIA. Karow requested information on the recycling tonage to date. DeVries stated it has stated fairly level.

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

MOTION BY KAROW, SKINNER, CARRIED, TO APPROVE ORDINANCE NO. 2008-8-1, PROVIDING FOR DIRECT ANNEXATION OF A PORTION OF THE TOWN OF RANDALL, KENOSHA COUNTY, WISCONSIN TO THE VILLAGE OF TWIN LAKES (MESSIAH LUTHERAN CHURCH, 36921 87<sup>TH</sup> STREET AND 8720-368TH AVENUE, PARCELS 60-4-119-162-1100 AND 1120).

The next Plan Commission/Design Review Committee meeting is schedule for Wednesday, August 27 beginning at 7:00pm in the Village Hall. The agenda includes consideration of the proposed Walgreen's site plan and building design as well as consideration of a drive through and parking.

Building Permits: 30; Valuation: \$472,353.00; Fees Collected: \$3,988.50, including one new house.

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

MOTION BY KNOLL, SKINNER, TO AWARD A CONTRACT FOR THE LAKE ELIZABETH BOAT LAUNCH RECONSTRUCTION PROJECT. KNOLL AMENDED HIS MOTION TO AWARD A CONTRACT TO POWERS LAKE CONSTRUCTION FOR THE LAKE ELIZABETH BOAT LAUNCH RECONSTRUCTION PROJECT NOT TO EXCEED \$278,132, SECONDED BY CONNOLLY. KNOLL AMENDED HIS MOTION TO AWARD A CONTRACT TO POWERS LAKE CONSTRUCTION FOR THE LAKE ELIZABETH BOAT LAUNCH RECONSTRUCTION PROJECT NOT TO EXCEED \$278,132 WITH AN ADDITIONAL \$30,000 FOR CONCRETE, SECONDED BY SKINNER, CARRIED. Trustee Karow recused himself. Mark Kolczalski, Baxter & Woodman, stated 15 bid packets were sent out as well as notifications in the newspaper and contractor publications. Only one bid was received, and their price was 10% higher than anticipated due to asphalt and concrete prices being up. Fitzgerald questioned concrete vs blacktop. Kolczalski stated concrete was about \$30,000 more in cost, but advantages include twice the life expectancy, less maintenance, withstands heavy traffic, and will light up the parking lot with its lighter appearance. Asphalt has its benefits as well besides cost, in that it would be open sooner as concrete would need to be closed approximately two weeks, and is a flexible pavement that will move with the frost. Discussion continued regarding the process. Joe Swiderski and Dan Reynolds of Swiderski Concrete, were present to answer questions.

Cox reminded this would be partially funded through a grant; the grant was put together with asphalt as the material, the Village received 40% of the overall expenses which was capped at \$144,000; the Village's share of this will need to be borrowed.

MOTION BY KNOLL, SKINNER, CARRIED, TO APPROVE AWARD OF ENGINEERING SERVICES AGREEMENT

WITH BAXTER & WOODMAN FOR LAKE ELIZABETH BOAT LAUNCH RECONSTRUCTION PROJECT  
CONSTRUCTION OVERSIGHT AND ADMINISTRATION.

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**

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

**VILLAGE PRESIDENT HOWARD SKINNER**

Skinner let the Board know that Public Works is working on a wall project down on Indian Point and Waldeck area.

**Other Comments from the Floor** - Linda Smith, 1319 Lance Drive - questioned if the plan for the Lake Elizabeth Boat Launch includes any plan for storm water which drains off East Lake Shore Drive. Mark Kolczalski, Baxter & Woodman, stated there are water quality improvements built in the plan.

Kevin Fitzgerald stated that there is a need for a policy to be in place, and asked the Board members to read his memo regarding lake levels.

Motion by Connolly, Bower, Carried, to adjourn at 8:55pm.

***Signed Copy Available at the Village Hall***

Kathleen Richardson, CMC  
Clerk/Treasurer

DISTRIBUTION (40)

Original - Vault  
Pres/Trustees  
Building Inspector  
Administrator

Library Bulletin Board  
Joint Review Board  
Engineer  
Clerk/Treasurer

Hall Bulletin Board  
Plan Commission  
Planner  
Lake Steering Council

Post Office Bulletin Board  
Village Departments  
Attorney  
Public Distribution