

VILLAGE OF TWIN LAKES  
VILLAGE BOARD COMMITTEE OF THE WHOLE MEETING  
AGENDA  
MAY 2, 2016 6:30 PM

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL: ANDRES, BOWER, CONNOLLY, FITZGERALD, KAROW, KNOLL, SKINNER
4. PUBLIC COMMENTS AND QUESTIONS: The Village Board will receive comments/questions on items which are not on the agenda.
5. PRESIDENT AND TRUSTEE REPORTS
  - A. TRUSTEE SHARON BOWER- ADMINISTRATION, FINANCE, JUDICIARY, LICENSING
    - i. Consideration of a motion to approve Operator's Licenses for the following individuals subject to schooling and Police Department review in accordance with Village Code: Suzanne Hileman (New), Tammy Huffman (New), Kristin Lagemann (New).
    - ii. Annual liquor-related licensing activities are under way and the Village Board will be asked to consider the initial approvals at the Regular Board meeting.
    - iii. Other?
  - B. TRUSTEE TOM CONNOLLY - STREETS & ROADS, EQUIPMENT, STREET LIGHTS, WEEDS, LAKE PLANNING AND PROTECTION
    - i. Discussion regarding the 2016 Road Project bid package (Barry Road and Park Lane).
    - ii. Other?
  - C. TRUSTEE KEVIN FITZGERALD - CEMETERY, SANITATION, RECYCLING, SENIORS
    - i. Kenosha County is holding their Household Hazardous Waste Program on May 7 at the Kenosha County Center in Bristol. Hazardous waste including electronics and refrigerants will be collected from 8:00am to 1:00pm. Residents are asked to visit [www.kenoshacounty.org](http://www.kenoshacounty.org) for a full list of accepted and unacceptable items.
    - ii. Other?
  - D. TRUSTEE AARON KAROW - BUILDING AND ZONING, PLAN COMMISSION, AND PUBLIC BUILDINGS
    - i. Other?
  - E. TRUSTEE JEREMY KNOLL - POLICE, FIRE, LAKE CONTROL, PARKS AND BEACHES

- i. Consideration of actions to approve issuance of Raft, Pier and Buoy permits for the 2015 season in accordance with the Village Code and subject to Police Department review.
- i. Discussion regarding putting Park Commission meetings on hiatus.
- ii. Movies in the Park kicks off its 2016 season with Goosebumps on Friday, May 20, 2016 at Lance Park amphitheater. The free movie will begin at dusk.
- iii. Other?

F. TRUSTEE BARB ANDRES - SEWER, HEALTH AND ENVIRONMENT, YOUTH, LIBRARY

- i. Consideration of a motion to approve Change Order 1 for the Lift Station 5 remodeling contract authorizing Midwest General and Mechanical to extend the Completion date from July 8 to August 23, 2016.
- ii. Other?

G. VILLAGE PRESIDENT HOWARD SKINNER

- i. Consideration of various permissions relating to the 2016 Memorial Day Parade request submitted by the American Legion.
- ii. Other?

6. Adjournment

\*\*\*MATTERS MAY BE TAKEN IN ORDER OTHER THAN LISTED\*\*\*

APPLICATION FOR LICENSE TO SERVE FERMENTED MALT BEVERAGES AND INTOXICATING LIQUORS

DATE: 4/15/16 To the Village Board of the VILLAGE OF TWIN LAKES, WI

Business Name BP OPL Paid 50- PROV Paid New X Renew

5)A) 12

I hereby apply for a license to serve, from date hereof to 06/30/2017 inclusive (unless sooner revoked), Fermented Malt Beverages and intoxicating liquors, subject to the limitations imposed by Section 125.32(2), and 125.68(2) of the Wisconsin Statutes and all acts amendatory thereof, and thereto, and hereby agree to Federal, State, Local laws affecting the sale of such beverages and liquors if a license be granted to me.

ANSWER THE FOLLOWING QUESTIONS FULLY AND COMPLETELY:

Name of Applicant Suzanne Alice Hileman FIRST NAME MIDDLE LAST NAME MAIDEN

Address of Applicant W 230 Lake St.

Date of Birth Phone Number Home Work Social Security #: Driver's License #: FL Email Address:

1. In the last five years, have you ever plead or been found guilty, or have you plead "no contest" or entered a similar plea, for any matter of law before any jurisdiction? NO
2. Are you aware of any matters of law involving you, which are not resolved, still pending, still being heard or being reviewed by any jurisdiction? NO
(A "matter of law" would include any violation or infraction of Federal, State, or local jurisdiction's laws or regulations for any location. You do not need to list Twin Lakes offenses. If your answer to either of the above questions is "yes," describe the charge for which you were convicted I found guilty I "no contest"; or which is still pending, including when and where, on reverse side of form. You do not need to include speeding tickets.)
CHECK IF ENTERING INFORMATION ON REVERSE SIDE: [ ]

PLEASE ASK QUESTIONS IF YOU DO NOT UNDERSTAND!

\*\*\*\*Failure to answer any of the questions above completely and truthfully may result in denial of your license, possible criminal or civil charges and non-refund of application fees. \*\*\*\*\*ORD 5.20.050F Truthfulness of Statements.

Suzanne Hileman SIGNATURE OF APPLICANT

STATE OF WISCONSIN KENOSHA COUNTY

Suzanne Hileman, being first duly sworn on oath says that he/she is the person who made and signed the foregoing application or an operator's license, that all the statements made by the applicant are true.

Subscribed and sworn before me this 15 day of April 20 2016 Notary public Kenosha County 4/24/17 commission expires.

Enrolled in School Date: 4/15/16 School Completed: (yes/no) Proof Shown: (yes/no) Fee: \$50.00 Two Year Period Provisional additional: \$ 15.00 Duplicate License: \$10.00 Date filed 4/15/16 Date to Police Dept. Chiefs Approval Prov. Lic # Issued Reg.Lic # Issued

NUMBER OF RECORD CHECKS

Julie Harms (Village Clerk)

FINES DUE: Signed by Court Date Payment Plan

**APPLICATION FOR LICENSE TO SERVE FERMENTED MALT BEVERAGES AND INTOXICATING LIQUORS**

DATE: 4/15/16  
 To the Village Board of the VILLAGE OF TWIN LAKES, WI

Business Name	<u>BP</u>
OPL Paid	<u>50</u>
PROV Paid	_____
New	<u>X</u>
Renew	_____

I hereby apply for a license to serve, from date hereof to 06/30/2017 inclusive (unless sooner revoked), Fermented Malt Beverages and intoxicating liquors, subject to the limitations imposed by Section 125.32(2), and 125.68(2) of the Wisconsin Statutes and all acts amendatory thereof, and hereto, and hereby agree to Federal, State, Local laws affecting the sale of such beverages and liquors if a license be granted to me.

ANSWER THE FOLLOWING QUESTIONS FULLY AND COMPLETELY:

Name of Applicant Tammy M Huffman  
(as it appears on driver's license) FIRST NAME MIDDLE LAST NAME MAIDEN

Address of Applicant 315 E. Hunt Ave Apt B TL

Date of Birth 04/15/76 Phone Number \_\_\_\_\_ Work WI

Social Security #: \_\_\_\_\_ Driver's License #: \_\_\_\_\_ State WI

Email Address: \_\_\_\_\_

- In the last five years, have you ever plead or been found guilty, or have you plead "no contest" or entered a similar plea, for any matter of law before any jurisdiction? yes
  - Are you aware of any matters of law involving you, which are not resolved, still pending, still being heard or being reviewed by any jurisdiction? no
- (A "matter of law" would include any violation or infraction of Federal, State, or local jurisdiction's laws or regulations for any location. You do not need to list Twin Lakes offenses. If your answer to either of the above questions is "yes," describe the charge for which you were convicted / found guilty / "no contest"; or which is still pending, including when and where, on reverse side of form. You do not need to include speeding tickets.)

CHECK IF ENTERING INFORMATION ON REVERSE SIDE:

**PLEASE ASK QUESTIONS IF YOU DO NOT UNDERSTAND!**

\*\*\*\*Failure to answer any of the questions above completely and truthfully may result in denial of your license, possible criminal or civil charges and non-refund of application fees. \*\*\*\*\*ORD 5.20.050F Truthfulness of Statements.

Tammy M Huffman  
**SIGNATURE OF APPLICANT**

STATE OF WISCONSIN  
 KENOSHA COUNTY

Tammy M Huffman, being first duly sworn on oath says that he/she is the person who made and signed the foregoing application for an operator's license, that all the statements made by the applicant are true.

Subscribed and sworn before me this 15 day of April 2016.

Shelley Richards Notary public Kenosha County 4/24/17 commission expires.

Enrolled in School	Date: <u>4/15/16</u>
School Completed: <input checked="" type="radio"/> (yes) <input type="radio"/> (no)	
Proof Shown: <input checked="" type="radio"/> (yes) <input type="radio"/> (no)	

Fee: \$50.00 Two Year Period Provisional additional: \$ 15.00  
 Duplicate License: \$10.00  
 Date filed 4/15/16 Date to Police Dept. \_\_\_\_\_ Chiefs Approval \_\_\_\_\_  
 Prov. Lic # \_\_\_\_\_ Issued \_\_\_\_\_ Reg. Lic # \_\_\_\_\_ Issued \_\_\_\_\_

NUMBER OF RECORD CHECKS \_\_\_\_\_

Julie Harms (Village Clerk)

FINES DUE: \_\_\_\_\_ Signed by Court \_\_\_\_\_ Date \_\_\_\_\_  
 Payment Plan \_\_\_\_\_

13 \$55.00 04/18/16

**APPLICATION FOR LICENSE TO SERVE FERMENTED MALT BEVERAGES AND INTOXICATING LIQUORS**

DATE: 4/19/16  
 To the Village Board of the VILLAGE OF TWIN LAKES, WI

Business Name	<u>TL Roadhouse</u>	
OPL Paid	<u>50 cash</u>	PROV Paid
New	<u>X</u>	Renew

I hereby apply for a license to serve, from date hereof to 06/30/2017 inclusive (unless sooner revoked), Fermented Malt Beverages and intoxicating liquors, subject to the limitations imposed by Section 125.32(2), and 125.68(2) of the Wisconsin Statutes and all acts amendatory thereof, and thereto, and hereby agree to Federal, State, Local laws affecting the sale of such beverages and liquors if a license be granted to me.

ANSWER THE FOLLOWING QUESTIONS FULLY AND COMPLETELY:

Name of Applicant KRISTIN L LAGEMANN  
 (as it appears on driver's license) FIRST NAME MIDDLE LAST NAME MAIDEN

Address of Applicant 11154 LINDEN RD. PO BOX 9 GENOA CITY, WI 5302

Date of Birth \_\_\_\_\_ Phone Number \_\_\_\_\_ Work \_\_\_\_\_

Social Security # \_\_\_\_\_ Driver's License # \_\_\_\_\_ to WI

Email Address: \_\_\_\_\_

1. In the last five years, have you ever plead or been found guilty, or have you plead "no contest" or entered a similar plea, for any matter of law before any jurisdiction? NO

2. Are you aware of any matters of law involving you, which are not resolved, still pending, still being heard or being reviewed by any jurisdiction? NO

(A "matter of law" would include any violation or infraction of Federal, State, or local jurisdiction's laws or regulations for any location. You do not need to list Twin Lakes offenses. If your answer to either of the above questions is "yes," describe the charge for which you were convicted / found guilty / "no contest"; or which is still pending, including when and where, on reverse side of form. You do not need to include speeding tickets.)

CHECK IF ENTERING INFORMATION ON REVERSE SIDE:

**PLEASE ASK QUESTIONS IF YOU DO NOT UNDERSTAND!**

\*\*\*\*Failure to answer any of the questions above completely and truthfully may result in denial of your license, possible criminal or civil charges and non-refund of application fees. \*\*\*\*\* ORD 5.20.050F Truthfulness of Statements.

Kristin Lagemann  
 SIGNATURE OF APPLICANT

STATE OF WISCONSIN  
 KENOSHA COUNTY

Kristin Lagemann, being first duly sworn on oath says that he/she is the person who made and signed the foregoing application or an operator's license, that all the statements made by the applicant are true.



Subscribed and sworn before me this 19 day of April 2016.  
Kathleen Richards Notary public Kenosha County 4/24/17 commission expires.

Enrolled in School \_\_\_\_\_  
 Date: 4/4/16  
 School Completed:  (yes)  (no)  
 Proof Shown:  (yes)  (no)

Fee: \$50.00 Two Year Period Provisional additional: \$ 15.00  
 Duplicate License: \$10.00  
 Date filed 4/19/16 Date to Police Dept. \_\_\_\_\_ Chiefs Approval \_\_\_\_\_  
 Prov. Lic # \_\_\_\_\_ Issued \_\_\_\_\_ Reg. Lic # \_\_\_\_\_ Issued \_\_\_\_\_

NUMBER OF RECORD CHECKS \_\_\_\_\_

Julie Harms (Village Clerk)

FEE DUES DUE: \_\_\_\_\_  
 Payment Plan \_\_\_\_\_ Signed by Court \_\_\_\_\_ Date \_\_\_\_\_

5) F)i

**CHANGE ORDER NO. 1**

**PROJECT:** Lift Station No. 5 Remodeling

**DATE OF ISSUANCE:** April 21, 2016

**OWNER:** Village of Twin Lakes  
108 East Main Street  
Twin Lakes, WI 53181

**ENGINEER:** Baxter & Woodman, Inc.  
256 South Pine Street  
Burlington, WI 53105

**CONTRACTOR:** Midwest General and Mechanical  
Contractors, Inc.  
P.O. Box 305  
Highland, WI 53543

**ENGINEER's Project No.** 140245.60

**Description:** Change in contract time due to equipment availability.

**Purpose of Change Order:** Amend contract completion dates.

**Attachments:** Contractor's letter dated April 17, 2016 requesting a time extension.

**CHANGE IN CONTRACT PRICE:**

Original Contract Price: \$482,308.00

Previous Change Orders:  
No. - to No. - \$0.00

Current Contract Price: \$482,308.00

Net increase of this Change Order: \$0.00

Contract Price with this Change Order: \$482,308.00

**CHANGE IN CONTRACT TIME:**

Original Contract Time:  
Substantial Completion: June 8, 2016  
Completion: July 8, 2016

Change from previous Change Orders:  
None

Current Contract Time:  
Substantial Completion: June 8, 2016  
Completion: July 8, 2016

Net increase of this Change Order: 45 Days for  
Substantial Completion and 45 days for  
Completion.

Contract Time with this Change Order:  
Substantial Completion: July 23, 2016  
Completion: August 23, 2016

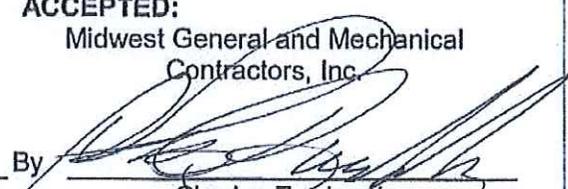
**PREPARED BY:**  
Baxter & Woodman, Inc

**APPROVED:**  
Village of Twin Lakes, WI

**ACCEPTED:**  
Midwest General and Mechanical  
Contractors, Inc.

By \_\_\_\_\_  
Mike DeBennette  
Project Manager

By \_\_\_\_\_  
Jennifer Frederick  
Administrator

By   
Charles Zwolanek  
President

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American Legion Post #544  
989 Legion Drive  
Twin Lakes, WI 53181

April 16, 2016

Village of Twin Lakes  
Twin Lakes, WI

Mr. President and Board Members:

The American Legion Post # 544 has held it's Memorial Day Parade in Twin Lakes for many years. Once again we request permission to hold our Memorial Day Parade. This year the parade is scheduled for May 30<sup>th</sup>. The entrants will gather at Lance Park between 10:00 A.M. and 10:30A.M. The parade will kick-off at 1100 A.M. The route is from Lance Park to the Legion Post at 989 Legion Drive.

A Memorial Service will be held at the post following the parade.

We appreciate your consideration in once more allowing us to conduct our parade so that we may honor those who gave their lives in the service of our Country.

In service to our community.

Mary Weil, Commander  
American Legion Post #544



DRAFT

May 17, 2016

Mary Weil, Commander  
American Legion Post 544  
P.O. Box 907  
Twin Lakes, WI 53181

Dear Commander Weil:

The Village Board for the Village of Twin Lakes, Wisconsin, has reviewed the American Legion Post's various requests related to its annual Memorial Day recognition events, as described in your letter dated April 16, 2016. Pursuant to a motion approved at the Regular Village Board meeting on May 16, 2016, the requests are granted, subject to the following conditions.

1. Permission is granted for a parade to be held on May 30, 2016 with step off scheduled at 11:00am. The approved route is Lance Park to Lance Drive to East Main Street to South Lake Avenue to Legion Drive and ending at the Legion Post/Legion Park.
2. Use of the Park, as necessary for the Memorial Service at the conclusion of the parade. Please note that vehicles, floats or other parade entries shall not be allowed on the baseball field, including the outfield, at Legion Park. This includes all area within 250 feet of home plate.
3. The appropriate barricades will be placed by Public Works in advance of the event and closure of the road for the parade is authorized. Further parking, crowd or traffic control arrangements should also be made directly with Chief Grosz or his designee. He can be reached at the Twin Lakes Police Department, 262-877-9056.

By copy of this letter, Village staff is being directed to provide the assistance discussed herein. Any questions regarding the event should be directed to the specific staff member or to me at Village Hall.

Sincerely,

Jennifer Frederick  
Village Administrator

Cc: Adam Grosz, Police Chief  
Stan Clause, Fire Chief  
Bill Kaskin, Public Works Foreman  
Julie Harms, Village Clerk