

VILLAGE BOARD MEETING MINUTES

NOVEMBER 16, 2020 – 6:30PM

VILLAGE HALL

CALL TO ORDER at 6:30 pm/PLEDGE OF ALLEGIANCE/ROLL CALL: PRESENT: Trustees Barb Andres, Jeremy Knoll, Kevin Fitzgerald, Bill Kaskin, Aaron Karow, Sharon Bower, and President Howard Skinner. Also Present: Village Administrator Laura Roesslein, Police Chief Adam Grosz, Clerk Sabrina Waswo, Jonathan Schatz of Ehlers, Jon Wallenkamp of Kueny Architects, Bill Poetker

Motion by Skinner, Andres, Carried to approve the minutes of October 19, 2020 Regular Board Meeting.

APPROVAL OF VOUCHERS FOR PAYMENT: Motion by Skinner, Bower, Carried to approve the Corporate Checking (including General Fund, Sanitation, Capital Projects-E/M, Sewer Utility, Lake Rehab, Sewer Hook-Up, Sewer Replacement, and Tax Account): 33717-33778, (VOID 33762, 33763), Manual Check 225, 226, Payroll Related Checking and State/Federal Tax Wires: 18114-18122, Expenses -\$328,228.87

PUBLIC COMMENTS AND QUESTIONS: The Village Board will receive comments on all agenda items only. None.

OMNIBUS AGENDA:

Motion by Skinner, Bower, Carried, to Approve:

- A. **Motion to approve an agreement with the Twin Lakes Volunteer Fire and Rescue Department for Fire Services.**
- B. **Motion to approve an agreement with the Twin Lakes Volunteer Fire and Rescue Department for Rescue and Emergency Medical Services.**

PRESIDENT AND TRUSTEE REPORTS

TRUSTEE SHARON BOWER - ADMINISTRATION, FINANCE, JUDICIARY, LICENSING

Motion to approve an Employment Contract with Laura Roesslein.

Motion by Bower, Fitzgerald, Carried, to Approve an Employment Contract with Laura Roesslein.

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

TRUSTEE KEVIN FITZGERALD - STREETS & ROADS, EQUIPMENT, STREET LIGHTS, WEEDS, LAKE PLANNING AND PROTECTION

Motion to approve Resolution R2020-11-1 Declaring Certain Personal Property of the Village as Surplus.

Motion by Fitzgerald, Knoll, Carried to Approve Resolution R2020-11-1 Declaring Certain Personal Property of the Village as Surplus. This is an old Public Works partner saw that keeps needing repair. It is being replaced by the same item.

TRUSTEE BILL KASKIN - CEMETERY, SANITATION, RECYCLING, SENIORS

None.

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

October 2020 Building Permits: 53; Valuation: \$3,837,202; Fees Collected: \$91,776.69.

Discussion and possible action regarding a requested building permit credit.

President Skinner noted the item has been tabled to allow the applicant to attend the next meeting.

Motion to award a contract to Scherrer Construction Company Inc. in an amount not to exceed \$2,900,486 for the new Village Hall.

Motion by Karow, Skinner, to award a contract to Scherrer Construction Company Inc. in an amount not to exceed \$2,900,486 for the new Village Hall.

This amount includes all 3 alternatives. Removal of the village hall and garage will not start until the new village hall is 100% complete. The alternatives do not need to be completed in a specific order and can be discussed at a later time. Trustee Fitzgerald questioned enclosing the main level south east corner deck area. Jon Wallenkamp stated that would contractually be a change order. Jon explained the contract with Scherrer is the building project number, which is the bid that is being presented. There is also a soft costs project number that includes the furnishing and hardware.

The board held the item open to discuss the total project numbers related to the GO Refunding Bonds.

Motion to approve Resolution R2020-11-2 Providing for the Sale of approximately \$1,315,000 General Obligation Refunding Bonds.

Motion by Karow, Bower, to approve Resolution R2020-11-2 Providing for the Sale of approximately \$1,315,000 General Obligation Refunding Bonds.

Jonathan Schatz of Ehlers presented to the board. The village currently has 2 debt issues with the State Trust Fund Loan program that will be refinanced as refunding bonds through an open market competitive sale. This will be an open market sale of bonds where they take bids and pick the one with the lowest interest rate. Final numbers are brought back to the board in December to choose to award the sale. The refunding bonds would close in January. These are tax exempt; all gains to the investor are exempt from federal taxes, and if they are a Wisconsin resident, they are exempt from Wisconsin taxes.

Jonathan explained the GO refunding bond savings; stating these are the lowest interest rates the village could see for a 20-year bond issue at just over 2.2%. Ehlers estimates taxpayers will see an additional increase of \$16 per year for the 10-year option. A 20-year option would more than double the interest costs. With the 10-year option there is a jump in debt payments in years 2021 through 2023. Then it drops off from there. Ehlers said the advantage of a 10-year GO note is that unspent construction funds can be used on other capital projects or put in the debt service fund until the bonds are callable. 20-year bonds are very specific on how the village can use the unspent funds. If the board bases their decision on the lowest interest rate, the 10-year is the best. However, cash flow will be tight on an annual basis for 10 years. Trustee Fitzgerald noted as the village continues to grow the percentage of debt will be lower. Motion carried unanimously.

The board moved back to the prior agenda item at 7:18 p.m., discussing a bid award to Scherrer Construction Company Inc. in an amount not to exceed \$2,900,486 for the new Village Hall.

Motion amended by Karow, Skinner to award a contract to Scherrer Construction Company Inc. in an amount not to exceed \$2,900,486 for the new Village Hall, which includes the base bid of \$2,514,006 and alternate bid #1 of \$152,037, alternate bid #2 of \$168,711, and alternate bid #3 of \$65,732.

Jon Wallenkamp explained the building project costs of \$2.9 million. The reserve fund of \$600,000 will be used for soft project costs such as furnishings, AV equipment, state permit fees, gas/electric service hookup, demolishing the existing village hall and constructing the north parking lot. There is a 10% contingency built into both projects. If the bid is awarded a contract will be drawn up that will come back to the board for approval. Financing will be discussed at that time. Motion carried unanimously.

TRUSTEE JEREMY KNOLL - POLICE, FIRE, LAKE CONTROL, PARKS AND BEACHES
Motion to appoint Stan Clause Jr. as Fire Chief for a three-year term.

Motion by Knoll, Skinner, Carried to appoint Stan Clause Jr. as Fire Chief for a three-year term.

Discussion regarding the number of boat slips at 2631 E. Lakeshore Drive.

In 2007 a 20-unit condo was proposed and approved with 20 boat slips. They would to reduce that number to 12. Received letter from neighbor who is in agreeance with 14 slips, which includes 2 transient slips. Discussion followed on the number of slips requested, 12 or 14. The board was in support of reducing the boat slips from 20 to 12.

Discussion and possible action regarding the concession stand lease at Lance Park.

Bob Koehler, President of the Aquanuts would love the opportunity to run the Lance Park Concession stand in 2021 during their shows on Wednesdays and Saturdays. They also will open the stand during the junior shows on Friday nights, Libertyfest, and a couple nights during the week for special event shows. They are not interested in running the stand during any other events such as movies in the park. They may partner with local restaurants to help promote other businesses in Twin Lakes. Bob stated running the stand is contingent on being able to run shows in 2021. The item will be brought back in late winter/early spring for discussion of a fee and to see how things are progressing with the pandemic.

Motion by Knoll, Andres, Carried to end the lease with Anchors on the Concession Stand in the park.

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

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

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

VILLAGE PRESIDENT HOWARD SKINNER

Consideration of a motion to approve various requests by the Twin Lakes Chamber & Business Association relating to Trees on Parade.

Motion by Skinner, Kaskin, Carried to approve various requests by the Twin Lakes Chamber & Business Association relating to Trees on Parade.

Discussion and possible action regarding a Christmas parade on December 4th.

The Chamber is not interested in conducting the Christmas parade this year. Laura Kaskin would like to coordinate the parade this year. They will start at Lance Park at 5:00 pm and end at the laundromat by 5:30 pm to watch the tree lighting ceremony. Throwing of candy is weather dependent. They currently have 30 participants. Police Chief Grosz noted liability insurance would need to be provided if they are closing down streets. Trustee Kaskin stated they can't afford insurance. The board discussed providing the insurance at a cost not to exceed \$500.

Motion by Skinner, Fitzgerald, Carried to approve the Christmas parade contingent upon the village acquiring the liability insurance.

Presentation and discussion regarding the 2021 Village Budget.

Administrator Roesslein presented the budget noting a \$150,000 gap between revenues and expenses. The board was not in favor of using the Thelen funds to bridge the gap. In the past we have relied heavily on the building permit revenue which will be ending. The village is giving Mills a \$215,000 credit which makes up more than half the permits. Consensus was to increase the building permit revenues to balance the budget. It is likely the building permits will still come in, unless there is a major downturn in the economy. For the last few years they have consistently come in under budget. These unspent funds have been put into a reserve account. The board was comfortable using these funds next year if they come in over budget versus increasing the mill rate.

OTHER COMMENTS FROM FLOOR: None.

Motion by Skinner, Bower, Carried to adjourn at 8:14 p.m.

Sabrina Waswo
Village Clerk

DISTRIBUTION
President/Trustees
Administrator