

VILLAGE OF TWIN LAKES
COMMITTEE OF THE WHOLE MEETING MINUTES
APRIL 5, 2021 – 6:30 PM
VILLAGE HALL, 108 E. MAIN ST, TWIN LAKES, WI

CALL TO ORDER AT 6:30 PM/PLEDGE OF ALLEGIANCE/ROLL CALL: Present: Trustees Barb Andres, Sharon Bower, Kevin Fitzgerald, Aaron Karow, Bill Kaskin, Jeremy Knoll, and President Howard Skinner. Also Present: Administrator Laura Roesslein, Clerk Sabrina Waswo, Police Chief Grosz, Kueny Architect Jon Wallenkamp, Bill Poetker, Police Officer Jeff Comp, Canine Police Officer Jaxx.

SWEARING IN OF K-9 OFFICER JAXX

PUBLIC COMMENTS AND QUESTIONS:

Scott Shulda, 129 Schoors Ln., was concerned with the large amount of construction traffic on Schoors Lane and the width of the road. He would like the board to do a weight limit on the road or no construction traffic.

PRESIDENT AND TRUSTEE REPORTS

TRUSTEE SHARON BOWER - ADMINISTRATION, FINANCE, JUDICIARY, LICENSING

Discussion regarding Amusement Device Licensing for Twin Lakes Citgo, 410 N. Lake Ave.

All amusement devices that payout are illegal. The board has only licensed amusement devices at “Class B” establishments as the Department of Revenue has sole authority of enforcement. This is a gas station that is applying for 2 amusement devices.

Discussion regarding changing Village meetings from 6:30pm to 6:00pm and Village Hall hours from 9am-5pm to 8:30am-4:30pm. Administrator Roesslein proposed changing Village Hall hours to better accommodate residents. Normally very few people come into Village Hall from 4:30 pm to 5:00 pm; however, we have received request to be open earlier in the morning. Changing the meeting times go hand in hand with this. Most municipalities hold meetings earlier than 6:30 pm. Trustee Fitzgerald feels the meeting time is fine. Trustee Andres said this would be very inconvenient to the residents.

Consideration of a motion to approve a proposal from US Bank for banking services.

This is only a change for payroll to allow more time to process payroll. With Chase we only have a day and a half. US Bank will allow us an extra day to process payroll thoroughly.

Discussion regarding short-term rentals.

Administrator Roesslein presented a draft ordinance for discussion. Trustee Andres feels it should be rented out for the entire year, not just 180 days. Trustee Fitzgerald said a lot of issues they discussed have been addressed in this draft. He was concerned with 2 occupants per bedroom. His bigger concern is using a room that doesn't meet code for a bedroom. For example, a basement room without an escape. Other parts of the ordinance address parking. Trustee Knoll suggested the language should be 2 occupants per bedroom plus 1. Consensus was to remove the language requiring proof of insurance. Trustee Andres thinks the \$150 application fee is too high. This fee would cover the Building Inspection, Fire Inspections, Police Department and Clerk time. This fee is the lowest in the state. There should also be a re-inspection fee if the building inspector and fire department would have to make multiple visits.

Liz Kenny, 1505 Richmond Road, provided information regarding her Vacation Rental By Owner property located in Door County. They required yearly well inspections. She had to post something inside the house on who to contact, and the # of rooms; similar to a hotel. She did carry insurance to cover herself but didn't have to provide it.

Quiet hours were discussed as current ordinance only states disturbing the peace. If this would change from 10:00 am to 7:00 pm, it needs to be amended in the rest of the ordinance. Karow does not want to penalize good behavior because of a couple bad apples. He would like to keep the quiet hours open and deal with the issues as they come up. Quiet hours would add another level of regulation. Our initial discussion was because we are not licensing short term rentals we have no recourse on the owner as they are not there doing the activities. The idea

behind an ordinance is now we have the ability to revoke the license if the property is not being managed or there is continued poor behavior. Karow felt well inspections are a good idea since we don't have a water system. This ordinance ensures that our community has a good short term rental program and the Village has documentation on the STRs. Managers should be provided the rules of the lake. If complaints, the police will send warning letters. If there is no change, a municipal citation will be issued.

Other - None

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

Consideration of a motion to approve a Municipal Agreement with WisDot to purchase salt for 2021-2022. This is the annual salt purchase agreement.

Discussion regarding parking in the downtown municipal lots during the winter.

This has gotten worse over the years with the number of renters that use the municipal parking lot as their parking lot. When it snows, Public Works has to spend more time plowing around these vehicles. Fitzgerald suggested notifying rental units that it won't be allowed. Our snow ordinance states they have a certain amount of time after it snows to move their vehicle. The ordinance would need to be amended as it pertains to roads, not parking lots.

Consideration of a motion to approve a resident planting a tree at Lance Park.

This replaces a tree that died, and is in memory of her mother, Kay Larson.

Consideration of a motion to approve a quote from Century Fence Company for striping centerlines in an amount not to exceed \$9,690.00. This was last done in 2018. There are certain streets we always strip.

Other - None

TRUSTEE BILL KASKIN - CEMETERY, SANITATION, RECYCLING, SENIORS

Other – The Yard Waste Recycling Center opened Saturday, April 3. The electronic recycling collection will be 2 times per year; first week of May and first week of September.

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

Presentation by Jon Wallenkamp of Kueny Architects on cost savings for the new Village Hall.

Jon presented items to cut costs totaling \$59,985. Items include obtaining a different elevator company, eliminating the deck area and railing, using a different supplier for glass and glazing, and switching to OSB instead of plywood. The OSB is only the sheathing on the roof. President Skinner and Trustee Karow would like to stick with the plywood. Jon noted the construction manager prefers OSB based on all the issues they have with the plywood laminating. President Skinner would like to discuss this with the Public Works before making the change.

Jon is working on pricing for inboard tubing for the sidewalk adjacent to the building, removing the driveway, office changes, adding transaction windows to Building Inspector and Court Clerk's office. These windows add about \$3,200. The overall construction schedule has not changed. There is another addition of an emergency exit door in the south west corner of the lower level, estimated to cost \$10,000. This second door is not a requirement but a good idea based on the amount of people that may be using the area for elections. Scherrer has taken the burden on a lot of material costs as prices have increased drastically. A small area was undercut 16 inches as they ran into a holding tank. The tank was crushed at no additional cost.

Discussion regarding Wood Burning Furnaces.

President Skinner would like to table the item until they deem it necessary to address. There is one in the village and he doesn't see a need for the ordinance. Trustee Karow did not want strict regulations. The prior discussion focused on keeping them a good distance from other houses in the residential areas. The likelihood of them

migrating into town is low; however, the Building Inspector wanted to get ahead of it. If it becomes an issue, we will deal with it.

Other - None

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

Consideration of a motion to approve six H2O Adaptive Sports events at Lance Park.

Laura verified these are different dates from the Aquanuts.

Discussion regarding code enforcement.

Trustee Knoll asked to have this on the agenda as he has had residents call him regarding properties in disarray.

Michael Fay, 195 Koch Ct, thanked the board for the many improvements over the 19 years they have lived in Village. He explained the Village is in dire need of a full time code enforcement officer. The current code enforcer is also in charge of Public Works and is the Fire Chief. It is unrealistic to ask that person to do a good job with code enforcement with all his other responsibilities. The system is reactive and the Village is asking citizens to be code enforcement officers. He suggested a full time code enforcement employee to find and address issues such as trash containers and residential junk yards. The Village has a responsibility to the citizens and the citizens have a responsibility to the Village. He asked the Trustees to drive around the community as there are at least 50 homes that are literal junk yards. There are unlicensed boats, junk cars, ice shanties, old appliances. He questioned how this is allowed to happen and not change. President Skinner stated it is getting worse as the Village is increasing in population. Trustee Knoll replied, we also don't do anything about it. Mr. Fay hopes he doesn't get the response of "we will take a look at it". That's unacceptable. There should be an action plan with a specific target date to bring on an experienced code enforcement officer to clean these up.

Bill Poetker, 1607 E Lakeshore Dr, felt the main issue is people who put garbage out on Sunday night; animals will get into it and then it sits there till Tuesday. The waste hauler will not pick it up as it's all over the ground.

Discussed changing the pickup date to help with cans tipping over. Daniella Knoll, 1201 Lance Drive, felt changing the date of pick up will not help as the cans themselves will still remain. She feels something needs to change with enforcement.

Carla Leonard, 1202 Chapel Hill Drive, questioned why garbage can removal is anyone else's responsibility but the homeowners. She felt parking in the municipal parking lot is the same. Enforcement is the problem.

Trustee Fitzgerald stated if you have a second home, you have someone who cuts your grass and do all these other things, why can't you find someone to pick up cans. We don't have this issue in other areas with full time residents.

President Skinner noted we already have an ordinance and will bring this back for discussion. Part of the issue is trying to find an employee for code enforcement. There was another Public Works employee hired last year. The thought was that Stan is driving around the Village anyway and he sees these properties. Chief Grosz explained Stan (Public Works) contacts Village Hall to send a letter stating property needs to be brought into compliance. If it's not in compliance after 30 days, a Police Officer will contact the homeowner and discuss why. A citation may be issued or they may be provided more time if it's a valid reason. Citations are given to the Judge and if the person appeals, the Judge may grant more time to clean it up. Trustee Karow would like to see a list of who has been sent letters, who received citations, and the status of these issues.

Staff will look into additional staff or contracting out the service.

Consideration of a motion to approve a 3-year lease extension with the State of Wisconsin at 920 Lance Drive. This is for probation and parole to use a jail cell in the Police Department.

Discussion regarding Police Department patrol boats and equipment for the 2021 boating season.

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Chief Grosz explained we ordered the new motor for the Lake Elizabeth boat. The soonest we can get a motor is middle to late July, which is 3 quarters away from when the season is over. President Skinner suggested getting the current motor running and still order the new engine.

Boats are tough to come by, especially with our unique style of boat. Skipper Buds in Antioch has a few boats coming in at the end of April 2021. The one we selected is a Bayliner with a center console, list price of \$58,000. They would give us \$14,000 for our current boat and discounts, for a purchase price of \$42,260. The DNR has approved this purchase on their 5-year replacement reimbursement program, which allows an annual reimbursement of \$6,000 for 5 years. Final cost to the Village is around \$10,000. Skinner recommends moving forward with both of these items. Fitzgerald is concerned with a Bayliner.

Richard Garnand, 1505 Richmond Rd, stated a Bayliner is a bad choice as the hauls don't hold up, there are blower and electrical issues. It's an entry level market boat and is not good for how you want to use it. He questioned if they checked the brokerage as it is nationwide and they move boats economically.

Trustee Knoll doesn't feel comfortable buying a used boat. Fitzgerald noted we are dealing with outboards, where a haul will last. We will just have to replace the motor.

Bill Poetker had a 2-hour meeting on Saturday morning to discuss these items. The Bayliner they selected is not their entry level boat. It is the trophy, which is the upgraded version. A 19 foot Boston Whaler cost roughly \$60,000 without a motor. This boat is 22 feet with a 200 hp motor. If we have a boater in distress, this boat could handle the weight and get people back to shore safely. We invested more in the motor for safety. After consultation with staff, a low free board boat is better as the sides of the boat are lower. The boat we are looking at has a higher free board in the front and lower in the back. Looked at 6 manufacturers and this was the compromise boat, not the most expensive and not the cheapest. This would function best for the officers at the most reasonable cost. Todd does not handle center console boats but could get a boat next year; he can't do it this year. We are accepted for the DNR program now; however, it is not guaranteed they will have the program next year. We don't want to get in a position like last year where we had 6 consecutive weeks with only one boat. We hired 7 new officers last year and had a fair amount leave as we couldn't give them hours.

Other – Bill Poetker brought up an issue with kids swimming at the boat launch. There is no restriction that kids can't swim off the piers or can't fish off the piers. He asked about adding signage for fishing. Last year a boater had a kid with a snorkel come up right next to where he was going to start his motor at pier. He suggested adding a pier to jump into the swim area versus into the boat launch area.

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

Other - None

VILLAGE PRESIDENT HOWARD SKINNER

Consideration of a motion to approve various permissions relating to the 2021 Memorial Day Parade request submitted by the American Legion. No discussion.

Consideration of a motion to approve various requests by the Twin Lakes Chamber related to a Village wide garage sale. No discussion.

Other - None

ADJOURN – *Motion by Skinner, Knoll, carried to adjourn at 8:25 pm.*

/s/Sabrina Waswo, Village Clerk