

VILLAGE OF TWIN LAKES VILLAGE BOARD MEETING MINUTES

August 16, 2021 – 6:30 p.m.

Village Hall, 108 E. Main Street, Twin Lakes, WI

CALL TO ORDER at 6:30 pm/PLEDGE OF ALLEGIANCE/ROLL CALL: Present: Trustees Barb Andres, Sharon Bower, Aaron Karow, Kevin Fitzgerald, Bill Kaskin, and President Howard Skinner. Absent: Trustee Jeremy Knoll. Also Present: Police Chief Grosz, Administrator Laura Roesslein, Clerk Sabrina Waswo, Village Engineer Greg Droessler, Lee Anderson Kueny Architects

APPROVAL OF MINUTES: Skinner/Andres motion to approve the July 19, 2021 Regular Board and August 2, 2021 Special Board minutes. Motion carried 6-0.

APPROVAL OF VOUCHERS FOR PAYMENT: Skinner/Bower motion 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): 34239-34295, Manual Check, Payroll Related Checking and State/Federal Tax Wires: 18201-18207. Expenses – \$363,060.81. Motion carried 6-0.

PUBLIC COMMENTS AND QUESTIONS: The Village Board will receive comments on all agenda items only.

Melissa Grochowske, 245 Jerome Dr, Whispering Oaks, requested a sign be posted on Jerome Drive stating no outlet as there are numerous cars that turn around at the dead end.

Mike Fay, 195 Koch Ct, requested an update on code violations. Chief Grosz replied many of the property maintenance issues have been resolved. Several are works in progress, 2 have been issued citations. They are educating residents on garbage cans and creating a warning tag for cans in violation. Chief is discussing ordinance language with Village Attorney as it states cans must be removed from curb within 24 hours; a lot of places don't have a curb so people think it does not apply to them.

Kim Morris, 3140 Sunnyside St, discussed her frustrations with people using her rented pier slip even after signage was installed. Chief is aware of the issue.

Richard Falls, 230 Jerome Drive, Whispering Oaks, commented on sidewalks.

OMNIBUS AGENDA

- A. Motion to approve a plaque at the Central Park flag pole for Carol Paus.
- B. Motion to approve issuing a temporary Class "B" (Beer) license to the Twin Lakes Chamber on August 20th at Lance Park from 11am to 9pm.
- C. Motion to approve agreements related to the Village's General Liability Insurance and other coverage with R & R insurance.
- D. Motion to approve Ordinance 2021-08-02 amending chapter 5.40 of the Twin Lakes Code of Ordinances pertaining to short term rentals.

Skinner/Bower motion to approve omnibus items as presented.

Trustee Fitzgerald questioned if short term rentals apply to commercial property owners. Staff will follow up with the attorney. Motion carried 6-0.

PRESIDENT AND TRUSTEE REPORTS

TRUSTEE SHARON BOWER - ADMINISTRATION, FINANCE, JUDICIARY, LICENSING

Bower/Skinner motion to approve William Glembocki as a successor agent for the "Class B"/Class "B" alcohol license for R & V Development (Beach Bar). Motion carried 6-0.

Discussion and possible action regarding selecting a furniture vendor for the new Village Hall.

Sent out proposals and received 3 responses with goal of picking a vendor. Budgeted amount is \$45,000 which did not include furnishing the basement. Furnishing the basement will put village over the amount
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budgeted. Lee from Kueny stated the full project contingency of \$210,000 has not been touched. The lowest proposal is Henricksen with EBI being the second lowest. Kueny has worked with both companies in the past and both do a fine job. EBI and Henricksen are very similar as the furniture quoted is the same brand (HON), same manufacturer, and similar warranties. The proposal went out to pick a vendor, but we are not locked into these numbers. Administrator Roesslein stated once a vendor is selected, staff can go through each individual item with the vendor and pick the best option. She feels we can come in below the low proposal of \$61,624. We are reusing all file cabinets and one desk. The other cubicles won't work as they are built into the wall.

Skinner/Andres motion to approve Henricksen as the furniture supplier. Motion carried 6-0.

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

Discussion and possible action regarding sidewalks in Whispering Oaks subdivision.

PW Superintendent brought to our attention numerous first homes that did not put in sidewalks in this subdivision. With the strict reading of the ordinance, these would have to be put in. However, in looking at the physical nature of what has happened, there are some issues that are much bigger than expected, such as severe slopes in the ditch line. Some homeowners would have to put in retaining walls. We came up with an alternative that would still give subdivision sidewalks but would change it quite a bit. Greg Droessler stated the biggest change is moving the sidewalk to the south side of Koch and eliminating sidewalks as they go nowhere. PW Superintendent Clause talked to the HOA President of the subdivision. The HOA President spoke with homeowners who all have differing opinions. Clause noted other areas that can be moved or eliminated to continue the loop so everything will connect except the dead end. He received an estimate of \$7,000 to complete some areas of the subdivision.

Melissa Grochowske, 245 Jerome Dr, Whispering Oaks, presented the original plans from KLM, noting KLM was aware that sidewalks should have been put in and did put them in on some houses. She feels the homeowners should not be responsible when the developer was aware of this.

Glen Coarson, 2122 Matthew Ave, provided areas of where sidewalks stop and start and one that was just built without a sidewalk.

Richard Falls, 230 Jerome Dr, just moved in and was never notified that he needed a sidewalk. There is a 63% slope on his front yard. He received an estimate of close to \$20,000 for a sidewalk and retention wall. He would like to propose to angle the sidewalk and put it closer to the road. Droessler noted there are restrictions to how close a sidewalk can be to the road.

Mary Brennan, Indian Point Rd, commented if you bought the house from the builder, the issue is with the builder not the village. That disclosure is a requirement during property transfers.

Glen Coarson commented that KLM took over the whole subdivision. The older homes should be a village discussion.

Trustee Karow understands the issue but if sidewalks were shown on the plans the village should push for getting them in to the full extent. The least amount of changes to the plan the better. There were also lot grades on the plans. The biggest grade problems are lots 52 and 53. President Skinner would like to contact the attorney to find out who is responsible for putting in the sidewalks. KLM is a lot owner, not the developer. Consensus was to obtain attorney opinion. Skinner requested the HOA meet and come up with options so they are all on the same page.

Discussion and possible action regarding a beach at 1116 Rosebud Ave.

The homeowner at 1116 Rosebud Ave put in a beach and is now asking the village to let him keep. He is saying there is a historical eliminate to it. DNR says if you have a pier, within 3 years it's considered

historical. Building Inspector gave notice he has to remove beach within 30 days. Letter from DNR does not give authority to keep the beach.

Keith Easter, 1116 Rosebud, stated he talked to the DNR and she doesn't have any issues with the beach. His house was built in 2013. The satellite picture shows sand in 2014 or 2015. The rock wall was installed in 2016. Fitzgerald disagrees as he spoke with previous homeowners, the Nortons, and they said they never had a beach and they owned it for about 20 years. The key point of the DNR letter is that it states the DNR does not have jurisdiction. They can provide their opinion but they don't have any authority on this issue. Keith Easter noted his neighbor, Jack Skya, used to play in the sand there and he has a picture from 50 plus years ago with him showing the sand in the background.

Skinner read the ordinance: "No new or additional sand may be added to a property to create, enhance or otherwise extend a beach or sand area within 15 feet of the OHWM. Filling of or creation of sand areas will be allowed more than 15 feet above the OHWM upon installation and maintenance of a buffer or barrier to prevent the travel of sand into the adjacent waterway." The way it reads now, the beach is not allowed and there is no provision to allow the village board to have approval over new or additions to a beach. The village would have to change the ordinance rather than giving out individual approvals.

Jamie Easter, 1115 Rosebud, said the original problem is they did work without a permit as they honestly did not know they needed one. She noted there have been exceptions made as there are new beaches within the last 5 years. President Skinner replied, they were not done by village board approval. The board has not approved anything of this nature at all and no permits have been issued to allow it.

Consensus was to reach out to the Building Inspector to find out the process to put the rock wall back in.

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

Consideration of a motion to approve pay application # 4 from Scherrer Construction.

No action taken as Scherrer did not send the pay application.

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

Andres/Skinner motion to approve quote from Lionheart for generator repair work in an amount not to exceed \$11,662.00. Motion carried 6-0.

VILLAGE PRESIDENT HOWARD SKINNER

Skinner/Andres motion to approve a Little Lending Library at Central Park. Motion carried 6-0.

Skinner/Bower motion to direct Village staff to get pricing on signage for slow-no-wake and burn bans at the entrances of town. Motion carried 6-0.

Discussion and possible action regarding the Village's stray animal procedure.

The ordinance addresses dogs and cats. Currently the kennels have been put back up at the sewer plant temporarily. A permanent area still needs to be addressed. Chief requested removing impounding cats from ordinance as most do not have a collar, are not microchipped and are strays. Discussed changing policy to hold animals to 1 day from 3 days. Discussion on where to place dog kennels, at the police department or sewer department. There is no kennel space on the plans for the new sewer upgrade. There will be an extra cost no matter where it's located. Currently the police are responsible for picking up stray animals and if not claimed in 3 days, they are transported to the humane society. This takes an officer out of the village for at least 2 hours. The reason for housing them at the sewer plant is because there are no residents anywhere near there. The police department is concerned with the noise of barking dogs to the residents across the street.

Consensus was to change housing of animals to 1 day, allow dogs to stay with willing participants and

remove impounding cats from the ordinance. Ordinance change will be on next meeting. With only housing animals for 1 day it may make it more viable to place the kennel at the police department. As of now, the animals are to be housed at the sewer department for the next 2 months and then temporarily at the police department. Item will be discussed again when sewer department is completed.

CLOSED SESSION

Notice is given that the Village Board may move to closed session for the following reason: pursuant to Wis. Stat. S. 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require closed session; specifically, a health care audit and possible implications regarding Village agreements. [Roll Call Vote]

Skinner/Fitzgerald motion to enter into closed session at 8:18 pm.

Roll Call: Barb Andres, Kevin Fitzgerald, Bill Kaskin, Aaron Karow, Sharon Bower, Howard Skinner voting "aye." Motion carried 6-0.

OPEN SESSION

The Village Board reserves the right to RECONVENE INTO OPEN SESSION to take possible action on the items discussed during the CLOSED SESSION.

Skinner/Karow motion to enter into open session at 8:24 pm.

Roll Call: Barb Andres, Kevin Fitzgerald, Bill Kaskin, Aaron Karow, Sharon Bower, Howard Skinner voting "aye." Motion carried 6-0.

Skinner/Bower motion to provide insurance coverage to only full time employees. Motion carried 6-0.

ADJOURN – Skinner/Bower motion to adjourn at 8:24 p.m. Motion carried 6-0.

/s/Sabrina Waswo, Village Clerk