

VILLAGE OF TWIN LAKES VILLAGE BOARD MEETING MINUTES

August 15, 2022 – 6:30 p.m.

Village Hall, 105 E. Main Street, Twin Lakes, WI

CALL TO ORDER AT 6:30 PM BY TRUSTEE AARON KAROW/PLEDGE OF ALLEGIANCE/ROLL CALL: Present: Trustees Aaron Karow, Barb Andres, Sharon Bower, Bill Kaskin, Ken Perl, Kevin Fitzgerald. Absent: President Howard Skinner. Also Present: Administrator Laura Roesslein, Village Engineer Greg Droessler, Chief Adam Grosz, Nancy Wuenne - Insurance Services, Inc.

APPROVAL OF MINUTES: Karow/Bower motion to approve the June 20, 2022 Regular Board Meeting; July 5, 2022 Special Board Meeting; July 18, 2022 Regular Board Meeting. Motion carried 6-0.

Discussion and possible action regarding agreements related to the Village's General Liability Insurance and other coverage with R & R Insurance. Nancy from R&R gave a presentation. Total premium increased by 32%, with the majority being workers comp.
Bower/Fitzgerald motion to approve the insurance renewal. Motion carried 6-0.

APPROVAL OF VOUCHERS FOR PAYMENT: Karow/Bower motion to approve Corporate Checking (including General Fund, Sanitation, Capital Projects-E/M, Sewer Utility, Lake Rehab, Sewer Hook-Up, Sewer Replacement, and Tax Account): 34991-35042 Manual Check #270-271 Payroll Related Checking and State/Federal Tax Wires: 18306-18307 Expenses – \$1,051,734.45. Motion carried 6-0.

PUBLIC COMMENTS & QUESTIONS: The Village Board will receive comments on agenda items. Mike Faye, 195 Koch Ct, provided his continued concerns on code enforcement and garbage cans. Feels the Village needs a code enforcement officer, it should not be the Police Chief's responsibility.

Bill Poetker, 1607 E Lakeshore Dr, counted 19 garbage cans within a 3 ½ mile stretch. This is an issue.

Sharon Opyrszk, 2909 Lakeshore Way, has a public safety concern that she will bring to the Committee of the Whole.

OMNIBUS AGENDA

B. Motion to approve Resolution R2022-8-1 Commencing Proceedings to Vacate a Portion of the Public Right of Way for Lake Drive.

C. Motion to approve an Event Permit from Christine Martin for a Fall Craft & Vendor Fair on September 24th from 10am to 3pm at 989 Legion Drive.

D. Motion to rescind the denial and approve the Alcohol Operators License for Drew Stanton.
Karow/Bower motion to approve the omnibus agenda items B, C, and D. Motion carried 6-0.

A. Motion to approve a Transfer of the Retail Class "B"/"Class B" Liquor and Fermented Malt Beverage Licenses filed by Cup O' Joe Coffeehouse LLC from 336 E. Main St. to 406 N. Lake Ave.
Clerk Waswo received an updated premise map for sales and consumption in the building and patio, and sales only in the drive through window parking lot area.
Karow/Andres motion to approve the transfer with the amended boundary of liquor license which included the patio and drive through window. Kim Hill, 2033 Matthew Ave, said they anticipate moving September 2nd. Motion carried 6-0.

PRESIDENT AND TRUSTEE REPORTS

TRUSTEE SHARON BOWER - ADMINISTRATION, FINANCE, JUDICIARY, LICENSING

Discussion and possible action regarding awarding a three-year Assessor Services contract.

Village went out for bid due to issues with our current assessor, Accurate Appraisal. Trustee Bower has received several complaints from residents on Accurate's customer service. Received 2 bids, Accurate Assessor for \$53,000/year and Associated Appraisal for \$56,000/year. Associated is being used by Bristol,
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Paddock Lake, Wheatland, and Genoa City. They have all had long term contracts and are happy with Associated.

Bower/Fitzgerald motion to accept Associated Appraisal for our assessors. Motion carried 6-0.

Bower/Andres motion to approve a Short-Term Rental Application received from James Hayes for 2314 Anna Ave contingent upon the approval of the health department. Motion carried 6-0.

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

Fitzgerald/Bower motion to approve Pay Request #1 from Asphalt Contractors Inc. for \$110,935.30. This is all for Pauley Road and underground work. Motion carried 6-0.

Discussion and possible action regarding quotes received for irrigation at the new Village Hall.

Received 2 proposals. Northern Mist did not include boring underneath the sidewalk in their quote. We'll table this for an updated quote. Trustees Fitzgerald, Andres, and Karow are all in agreeance that the irrigation is needed. Without sprinkling this site, it would just be brown grass as it's a hill of gravel.

Fitz/Bower motion to table item 8.B.2. regarding quotes received for irrigation at the new Village Hall. Motion carried 6-0.

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

July 2022 Building Permits: 9; Valuation: \$2,230,126; Fees Collected: \$38,159.77

Consideration of actions taken at the August 3, 2022 Plan Commission meeting:

- a. Karow/Bower motion to approve a conditional use permit for an accessory structure to exceed the 3,000 sq. ft. allowable for 2026 360th Ave. Parcel #86-4-119-273-3011.

Discussed at length over a couple different meetings, all Plan Commission members approved. This is a single parcel over 10 acres with an existing residential structure and an existing accessory structure. This will add another accessory structure and connect the 2, which will increase the square footage to larger than the allowable 3,000 square feet. Plan Commission approved the conditional use to exceed the 3,000 square foot allowable area for the building. Property owner has a desire to split the property into 2 parcels, 5 acres each. The setbacks would meet the appropriate setbacks so that when the property is split there will be an accessory structure on one 5-acre parcel. The walkway would then be disconnected. Sheri Moelter, 2026 360th Ave, once the property is split, the breezeway will be taken down. Both buildings would then be under the 3,000 square foot when they're not connected. Motion carried 6-0.

- b. Karow/Bower motion to approve a CSM for:
Lot 1: 469 Waldeck Dr. Parcel #86-4-119-282-2355 / 2353
Lot 2: 465 Waldeck Dr. Parcel #86-4-119-282-2351
Lot 3: 461 Waldeck Dr. Parcel #86-4-119-282-2345
Lot 4: 445 Waldeck Dr. Parcel #86-4-119-282-2330 / 2335 / 2340.

Jim Condon, owner of J Condon and Associations Civil Engineering firm, assisted with the subdivision of lots of existing parcels to allow for 4 configured lots. This CSM takes 7 lots and reconfigures them into 4 lots. Three of the 4 have existing houses, lot 4 only has an existing garage. Lot 1 has an existing main residence, lot 2 has an existing residence that will be modified, lot 3 proposing a new building, and lot 4 has nothing decided yet. Discussion followed on if it was allowable to approve as board would be creating a non-conforming lot with lot 4. It was determined the board can approve the CSM as lot 4 will have an existing structure. Property Owner, Ed Hines, agreed to remove the garage within 2 years if there is an issue. General discussion was to allow it to come forward with a contingency.

Other items of concern were the driveway easement having a maintenance agreement between lot 1 and lot 3, and obtaining an easement for the Village to maintain access to the sanitary sewer that runs across the property.

Mr. Hines has contacted his attorney to research existing Village easements or draw them up if needed, and will create an additional document for the driveway easement to detail the maintenance requirements. There is a dashed line on the northeast side of lot 4 that designates lake access for lot 2.

Karow stated the motion should be amended to include, 1. The removal/demolish of the garage on lot 2 with a 1-year timeframe from approval, 2. Include whatever the appropriate easement is for sanitary sewer as it exists today or created to what the Village requires, and 3. Create an appropriate driveway easement agreement for lot 3 across lot 1.

Karow/Bower motion an amendment to add the 3 contingencies to the original motion. Motion carried 6-0.

Karow/Bower motion to approve a CSM for: Lot 1: 469 Waldeck Dr. Parcel #86-4-119-282-2355 / 2353, Lot 2: 465 Waldeck Dr. Parcel #86-4-119-282-2351, Lot 3: 461 Waldeck Dr. Parcel #86-4-119-282-2345, Lot 4: 445 Waldeck Dr. Parcel #86-4-119-282-2330 / 2335 / 2340 including 1. The removal/demolish of the garage on lot 2 with a 1-year timeframe from approval, 2. Include whatever the appropriate easement is for sanitary sewer as it exists today or created to what the Village requires, and 3. Create an appropriate driveway easement agreement for lot 3 across lot 1. Motion carried 6-0.

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

Andres/Bower motion to approve Pay Request #13 from JJ Henderson for \$806,130.64.

Greg Droessler stated quality of work is good, timeliness is lagging, have stepped up their workforce and been more aggressive. There have been project and equipment delays. Everything is substantially complete except powering up the equipment as waiting on electrical equipment. Hoping to pave in October. Motion carried 6-0.

ADJOURN – Karow/Fitzgerald motion to adjourn at 8:03 p.m. Motion carried 6-0.

/s/Sabrina Waswo, Village Clerk