

## VILLAGE OF TWIN LAKES VILLAGE BOARD MEETING MINUTES

April 17, 2023 – 6:30 p.m.

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

**CALL TO ORDER AT 6:30 PM BY PRESIDENT HOWARD SKINNER/PLEDGE OF ALLEGIANCE/ROLL CALL:** Present: Trustees Barb Andres, Kevin Fitzgerald, Aaron Karow, Bill Kaskin, Ken Perl, President Howard Skinner. Absent: Trustee Sharon Bower. Also Present: Administrator Laura Roesslein, Village Engineer Greg Droessler, Police Chief Adam Grosz.

Swearing in of Newly Elected Trustees Kevin Fitzgerald, Aaron Karow and President Skinner.

Swearing in of Police Officer Carly Burns.

**APPROVAL OF MINUTES:** Karow/Fitzgerald motion to approve the March 20, 2023 Regular Board Meeting minutes. Motion carried 6-0.

**APPROVAL OF VOUCHERS FOR PAYMENT:** Skinner/Fitzgerald 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): 35487-35536 Manual Check #283-289 Payroll Related Checking and State/Federal Tax Wires: 18356-18361. Expenses – \$917,330.66. Motion carried 6-0.

**PUBLIC COMMENTS & QUESTIONS:** The Village Board will receive comments on agenda items. None.

### OMNIBUS AGENDA

- A. Motion to approve various requests by the Twin Lakes Sailing Club related to the 2023 season.
- B. Motion to approve an Event Permit for Rock the Lake on June 17, 2023 from 1:00 pm to 11:00 pm at Lance Park.
- C. Motion to approve a Temporary Class “B” Beer License to the Twin Lakes Area Chamber for Rock the Lake on June 18, 2023 from 10:00 am to 11:00 pm.
- D. Motion to approve an Event Permit for Business in the Park and Car Show on May 20, 2023 from 7:00 am to 3:00 pm.

Skinner/Andres motion to approve Omnibus items as presented. Motion carried 6-0.

### PRESIDENT AND TRUSTEE REPORTS

#### **TRUSTEE SHARON BOWER - ADMINISTRATION, FINANCE, JUDICIARY, LICENSING**

Skinner/Fitzgerald motion to approve an Event Permit for Knights of Columbus on May 6th from 9:00 am to 3:00 pm. Motion carried 6-0.

**Discussion and possible action regarding a possible exterior-only revaluation from Associated Appraisal.** Myles with Associated Appraisal explained the need for the revaluation. Our records are missing substantial information, along with sketches and photos. A lot of records that should have been reviewed in prior years were not updated. These need to be updated to be compliant with the Dept. of Revenue. In the 2021 revaluation the median assessed value was 82%. The assessment should be at or very close to 100%. We are out of compliance if not within 10%. If non-compliant for 5 years, Dept. of Revenue will step in and complete a revaluation. We are in year 2 of non-compliance.

Only 48% of properties were within 15% of median ratio. This means higher value properties are being under assessed. The disparity shifts the tax burden to lower assessed properties. New construction are at a 60% level of assessment, should be closer to 80% (assessed at \$280,000 and selling for \$440,000).

Myles is recommending the village choose the exterior revaluation with questionnaire. Questionnaire is optional but finds they get more response from these versus trying to do the full inspection revaluation with interior inspections. The exterior revaluation, maintenance, mailings, and questionnaire will cost around \$190,000. This can be split up between 2024 and 2025 budget years. The revaluation would be in 2024 with assessed values as of Jan. 1 2024. Item continued to next board meeting.

**Discussion and possible action regarding sidewalk sales on the Main St. sidewalk.**

Kim Adcock is requesting sidewalk sales on Sundays from May 28<sup>th</sup> – September 24<sup>th</sup>, 18 weekends, 9:00 am to 1:00 pm. Located on Main Street, lining the sidewalk from Fly Girl Fitness to Bodie’s Bake Shop. Board established no cooking on the sidewalk. This has not been allowed in past per the Fire Department. They must keep a path clear on sidewalk so people are not walking in the street.

Skinner/Andres motion to approve sidewalk sales. Motion carried 6-0.

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

March 2023 Building Permits: 25; Valuation: \$1,440,854.00; Fees Collected: \$33,690.87.

Consideration of actions taken at the April 12<sup>th</sup>, 2023 Plan Commission meeting:

Karow/Skinner motion to approve a CSM for parcel #85-4-119-211-3540. Motion carried 6-0.

Karow/Skinner motion to approve a CSM for parcels #85-4-119-211-4880 & #85-4-119-211-4890. Motion carried 6-0.

**TRUSTEE KEN PERL - POLICE, FIRE, LAKE CONTROL, PARKS AND BEACHES**

**Discussion and possible action regarding the wage scale for Dispatchers, and Discussion and possible action regarding a change in the Employee Handbook related to holiday pay for Public Safety employees.**

Chief Grosz presented the wage scale which is equitable to other area dispatchers. The Employee Handbook change matches what the Officers are paid on the holidays.

Skinner/Fitzgerald motion to approve the wage scale and Employee Handbook change. Motion carried 6-0.

**Discussion regarding purchasing launch kiosks for Lance Park and Lake Elizabeth Marina.**

Trustee Perl spoke with the company. They do have a lot in the area. Perl said this is Linn Township’s third year using this company and machine. They are pretty impressed with it and stated their revenue has gone up. Linn recommended a good internet connection, hook up to electric (not solar power), install bollards around the unit and a camera. Discussed allowing cash. Lynn Garnand, 1505 Richmond Road, said he saw no provision for integration with the new financial system. Item continued for further discussion.

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

Andres/Karow motion to approve Pay Request #21 from JJ Henderson for \$465,818.20. We are on track for the May 31<sup>st</sup> completion. Motion carried 6-0.

**VILLAGE PRESIDENT HOWARD SKINNER**

Skinner/Andres motion to approve Board and Commission Reappointments. Motion carried 6-0.

Skinner/Andres motion to approve Jeff Gross to the Board of Review for a 5-year term. Motion carried 6-0.

Skinner/Andres motion to approve Harry Peters to the Board of Review for a 5-year term. Motion carried 6-0.

**Discussion and possible action regarding planting a tree in Central Park to honor Randall Prudik.**

Randy was killed in a skid steer accident. He served for the Twin Lakes Police Department for 25 years and we would like to honor his memory. Fitzgerald suggested a landscape plan for the whole park and a policy

recognizing our employees. Board discussed planting the tree at the Police Department and developing a landscape plan for Central Park.

Skinner/Fitzgerald motion to approve a tree to be planted at the Police Department in an area that won't interfere with other plantings honoring Randy Prudik. Motion carried 6-0.

CLOSED SESSION

Motion to go into closed session for the following reason: pursuant to Wis. Stat. s. 19.85(1)(c) related to employment, compensation, promotion, or performance evaluation for the purposes of discussing an additional vacation benefit for a Village Employee [Roll Call Vote]

Board did not go into closed session as President Skinner stated the closed session is not necessary

Skinner/Andres motion to approve one additional week of vacation for Austin Sobczak. Motion carried 6-0.

**ADJOURN** – Skinner/Andres motion to adjourn at 7:39 p.m. Motion carried 6-0.

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/s/Sabrina Waswo, Village Clerk