

Minutes: May 10th, 2021 | 7:00 PM
Virtual VNB Board of Trustees Meeting



Due to the pandemic, the Village Board of Trustees (BOT) meeting convened virtually via Zoom immediately after the 2021 Virtual Board of Review First Meeting that went into recess at 7:10 PM.

Roll Call | Trustees: President Mark J. Schall, Trustee Paul Schroeder, Trustee Rick Cermak, Constable Kristin Wright, Treasurer Robert E. O'Brien, Clerk Dori A. Panthofer

Public Attendees:

Name	Address	Public Comment Topic
WP Police Chief Rick Von Drasek		N/A
Karen Rae Horwtiz	3733 and 3721 Lighthouse	N/A

Clerk Panthofer announced that BOT meetings are recorded for the sole purpose of preparing minutes.

Call to Order | President Schall called the May 10th, 2021 Board of Trustees Meeting to order at 7:11 PM.

Public Comment | President Schall opened Public Comment at 7:11 PM.

Constable Wright | Public Comment should be presented orally at the meeting, as noted in the published guidelines, and not by way of an email or conversation with a Board Member. Trustee Schroeder agreed.

With no further comments being presented, Public Comment closed at 7:13 PM.

Approval of Board of Trustees (BOT) Meeting & Stand Up Meeting (SOM) Minutes |

Motion to approve the April 12th, 2021 BOT Minutes made by Constable Wright and seconded by Trustee Schroeder. All in favor, none opposed. Motion passed at 7:14 PM.

Motion to approve the April 16th, 2021 SOM Minutes made by Constable Wright and seconded by Trustee Cermak. All in favor, none opposed. Motion passed at 7:15 PM

Motion to approve the April 30th, 2021 SOM Minutes made by Trustee Cermak and seconded by Trustee Schroeder. All in favor, none opposed. Motion passed at 7:16 PM

Motion to approve the May 3rd, 2021 SOM Minutes made by Trustee Cermak, seconded by Constable Wright. All in favor, none opposed. Motion passed at 7:16 PM.

Trustee's Report (1) | Paul Schroeder

- Parkland grass restoration | Reliable did not provide the requested restoration plan and timeline. Weather delayed germination and restoration.
- Village streets | Trustee Schroeder will obtain bids for recommended patching to extend the life of deteriorating areas including Hennepin Place, patching around metal grates, and potholes and any other areas in need of repair.

Trustee's Report (2) | Rick Cermak

- Vincennes Bridge | As of May 7th, 2021, Todd Knop did not review the 2020 Ayres P-51-700 Inspection Report.
- Infrastructure Money | Trustee Cermak will research the most urgent needs.

Constable's Report | Kristin Wright

- **Guest Speaker Wind Point Police Chief Rick Von Drasek** | A recent virtual Wind Point Public Safety Meeting allowed residents to voice concerns. WPPD is considering adjusting and/or adding hours to effectively, actively and visibly patrol the communities, especially on the borders. Hours are subject to the current budget. Patrol hour changes may impact North Bay.
 - WPPD will be using a portable Speed Radar sign that will be used to collect data and flash when speeding.
- **WIND POINT POLICE REPORT FOR APRIL**
 - Citations – 125 (traffic stops)
 - Case Reports – 8
 - Police Activity – 113 (56 traffic related)
 - Presentation by Police Chief Von Drasek
- **Animal welfare** - No incidents
- **Central Racine County Health Department**
 - Next meeting is May 20, 2021 at 5:30 pm.
 - COVID19 | Cases are dropping, vaccines are going well.
 - The merger of CRCHD with the Racine County Health Department will not occur until January 1, 2022. The agreement is not completely finalized. Known facts as of this date are as follows:
 - Board will be 9 members (we may not have direct representation). Meetings are open to the public even if we don't have a seat, someone can attend.
 - Health department will be under control of Racine County Board of Supervisors and be part of annual budget process starting in 2022
 - Jan. 1, 2022, County will provide funding via tax levy. On that date, municipalities will transfer tax levy for 2021 to the County.
 - CRCHD fund balance at the end of 2021 will be placed into a restricted fund to be utilized by the Health Department to make up any potential funding shortfalls in the future.
 - Actual cost to municipalities not yet determined.
 - US Bank Building has been sold. CRCHD may need to move.

Treasurer's Report | Robert E. O'Brien

- CliftonLarsonAllen LLC | The monthly financial report is delayed due to the resignation of the accountant assigned to VNB.
- VNB Stimulus Infrastructure allocation is \$11,565.51 in 2021 & 2022 | Expenditures are limited due to VNB's small size. Sewer may be VNB's only eligible expenditure. Funds must be spent within 2 years. VNB could start a project and self-fund it in anticipation of being reimbursed. A stand-alone checking account for the Stimulus Funds is recommended to track funds for Treasury reporting.
- TransTech Property Tax Payment Proposal (WebEx call) | Providers of Racine County's property tax system promoted an online payment processing. The fees are high and most VNB residents would not utilize this system. Trustee O'Brien will monitor usage by other municipalities.

President's Report | Mark J. Schall

- Post-Election Comments | Public acknowledgement of President Mellem's Service. Due to an extended family issue, former President Mellem was unable to attend.
- Building Ordinance | During a conversation with President Schall, resident C. Rocco Castellano agreed to research options related to construction limitations. The newest ordinance added limits. Variance applications are available. President Schall suggested pausing consultation with legal counsel pending additional information from Mr. Castellano.
- Memorandum of Understanding (MOU) Village of Wind Point - Public Works | President Schall was asked to sign an MOU prepared by WP Clerk Casey Griffiths to continue the agreement.

Clerk's Report | Dori Panthofer

- General Election Records Request | The requestor failed to submit prepayment.
- Building Permits | Form updates are pending Board decisions on Zoning changes and whether or not to create permit applications for ROW/Driveway/Culvert, Demolition, and/or Grading projects.
- Building Permits
 - New Fence Permit | Pending receipt of documents to complete a fence permit application, a new permit application will be forwarded to the Board for review/approval.
 - Closed permits appear on the accounts payable.
 - Open: 9 open permits, some are expiring soon.
- Resident Communication | 3 emails received. Messages related to respective Trustees or appointed officials were forwarded accordingly. Residents were invited to attend the meeting to present Public Comment.
- Village Document Retention
- Trustee Terms of Office | Ordinances stipulate that Terms of Office begin the third Tuesday of April for Offices elected in the Spring Election. State statutes are May 1st, unless otherwise designated by local Ordinance. Oath of Office MUST occur BEFORE the official first day.
- The annual recycling report was filed.

Accounts Payable

- April 2021 - Amended \$2,0910.51 | Motion to accept the amended April 2021 Accounts Payable made by Constable Wright, seconded by Trustee Schroeder. All in favor, none opposed. Motion passed at 8:11 PM.
- May 2021 \$26,013.83 | Motion to approve the May 2021 Accounts Payable made by Constable Wright, seconded by Trustee Schroeder. All in favor, none opposed. Motion passed at 8:13 PM.

Old Business

- **Village Hall Sign** | Trustee Schroeder assumed oversight of the Village Hall sign production and installation. Resident Joe Marshall will prep the pole. Final measurements will occur after pole prep is complete.

New Business

- **Lakefront Erosion** | Treasurer O'Brien reported new hazards at North Bay's beach/park. The area is compromised due to the severity and frequency of storms. Per Treasurer O'Brien, the owners of 35 Shore Acres (Jim & Ann Toniolo) are planning rock placement and the owners of 55 Shore Acres (Fred & Lorraine Brewer) are tossing concrete down the lakefront. Per the Toniolo's, armourstone is currently not available so they may use limestone.

Trustee Schroeder inquired if the Racine resident south of 55 Shore Acres, Henry Jung (262) 681-3137 who had contacted North Bay in March 2021 submitted a proposal for using North Bay's beach as a staging area for revetment on his shoreline in exchange for providing North Bay beach revetment. Clerk Panthofer will follow up. For now, the Village will monitor the lakefront.

- **AT&T Cable Replacement** | Per Trustee Schroeder, where current wires are located, AT&T will run new wire. Contractors are insured and bonded. Individual homeowners will be notified if/when workers will be near each property. All workers are in uniform with an ID. One crew will complete the project from start to finish.

Clerk Panthofer requested Proof of Insurance (COI) & proof of Bond at least 5 days prior to the start of work.

- **DNR Drainage & Waterflow Concern - Ravine adjacent to 400 South Creek** | Treasurer O'Brien reported concern that drainage and waterflow may be compromised by fencing installed by the owner of 400 South Creek. This impacts drainage for the entire west side of the Village.

Per Constable Wright, Caledonia deeded the Creek to the Village of North Bay (VNB) with the stipulation that VNB is bound in perpetuity to maintain the creek and flow to the culvert. Per Trustee Cermak, the fence could cause backup issues upstream of the fence. Impeding waterways is against the Department of Natural Resources (DNR) laws.

At President Schall's request, Trustee Cermak will contact the DNR. Trustee Schroeder offered to assist. President Schall would like to be present for site visits.

Adjourn | Motion to adjourn by Constable Wright, seconded by Trustee Cermak. All in favor, none opposed. Meeting adjourned at 8:48 PM.