



**Board of Trustees Meeting Minutes
September 13th, 2021 | 7:00 PM**

Roll Call | 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	PC Topic, if presenting
Chief Rick VonDrasek	Wind Point Police Dept.	N/A
Richard Schmitt	3740 Lighthouse Dr	N/A

President Schall called the meeting to order at 7:00 PM

Public Comment | President Schall opened Public Comment. With none presented, public comment closed at 7:01 PM.

Approval of Meeting Minutes | Motion to approve the August 9th, 2021 BOT Meeting & September 2nd, 2021 Stand Up Meeting minutes by Constable Wright and seconded by Trustee Schroeder. Motion passed at 7:01 PM.

Trustee's Report (1) – Paul Schroeder

- Status updates were provided for Board approved tree removal & public road/curb repair and Village landscape management.
- Dead Village Tree in ravine adjacent to: 3637 Hennepin Place (Joe Marshall/Dr. Sarah Mornar).
Motion to approve Affordable Tree Service estimate in the amount of \$2,200 for tree removal only, with stump removal (\$200) at the property owner's expense made by Constable Wright and seconded by Trustee Cermak. All in favor, none opposed. Motion passed at 7:14 PM.
- The Village will begin seeking bids for 2022 Village Landscape Management and 2021-2022 Snow Removal.

Trustee's Report (2) – Rick Cermak

- Stimulus Funds Projected: Sewer Manhole Cover #13 & #14 and Underground Water & Sewer lines at/adjacent to 3517 N Bay Drive. Two companies were contacted to submit bids:
 - 1) The Reesman Company(<https://reesmans.com/>) - Did not respond.
 - 2) The Wanasek Corporation (<https://wanasek.com/>) Contact: Justin Russell. Once received, the estimate will be shared with the Board.

Constable's Report – Kristin Wright

- Citations 91, Case reports 3, Police Activity 65 (2 suspicious person reports)
- Animal Welfare - Zero incidents.
- Health Department meets September 16th, 2021.
- Fire Services: Construction of a new Fire House off of Chester Avenue is scheduled to begin in 2022 with occupancy in 2023.

Treasurer's Report – Bob O'Brien

- A summary of July financials presented.
- August financials are delayed due to a staffing shortage at CLA.
- Delinquent Water Bill procedures were reviewed.

President's Report – Mark J. Schall

- Zoning Board Training Webinar | UW Madison - September 29th, 2021. Planning Commission members Mark Schall & Richard Schmitt plan to attend the online webinar.
- Proposed zoning changes to restrict obstructive rebuilds. Based on other Wisconsin municipalities and guidelines referenced by Claire Silverman, a lawyer from the League of Wisconsin Municipalities, North Bay may be within its right to add a Building & Zoning Ordinance that very specifically states the limits for rebuilds and explains the rationale and derived benefits, such as: To preserve the character of the Village and to protect the following: property values, current geography, lake views, trees, etc. Building & Zoning changes require a Public Hearing with proper notice.
- Village Hall Sign installed | A commemorative plaque will be installed. The flagpole mount needs relocation to the back of the post.

Clerk's Report – Dori A. Panthofer

- **Recycling Grant Filed.**
- **2021 VNB Population 236** | Source: 1/1/2021 Demographic Services Center's preliminary estimate.
- **Municipal Insurance Renewal Forms submitted by email on 9/7/2021 to R&R Insurance.**
- **Rental Permits** | 1 Long Term Rental permit issued.
- **Building Permits - Monthly Update**
 - **2 closed**
 - **4 Expired in July/August** - Per inspectors, inquiries to contractors/owners have been unanswered. Earlier this year, Chris Geary stated Inspectors may issue and post a Stop Work Order until current permits are obtained. Per Wind Point Chief Von Drasek, if necessary, an Officer can accompany inspectors to inspect and if necessary, citations can be issued.
 - **6 New Building Permit Applications since July BOT meeting.**
 - **2 Incomplete** - Per the owner, the project is on hold until 2022.
 - **9 Open Permits**

- **Fall Newsletter | Release in late September or early October.** Topics: Letter from President, Trick or Treat Hours, Trustee Reports, upcoming Village Board Meetings through January 2022.

Accounts Payable | Motion to: 1) Accept the amended August Amended 2021 in the amount of \$13,924.24 to withhold payment to Reliable for bills related to incomplete work and 2) To approve the September 2021 in the amount of \$72,638.60, of which, \$50,000 is a cash transfer to the local government investment pool, made by Trustee Cermak and seconded by Trustee Schroeder. All in favor, none opposed. Motion passed at 8:04 PM.

Old Business

- **Revised HVAC & Fence Permit Apps |** Updates to align data and fees with other recently updated construction permit forms.

Motion to accept the revised HVAC & Fence permit applications made by Trustee Schroeder and seconded by Constable Wright. All in favor, none opposed. Motion passed 8:05 PM.

- **Fire & EMS Services |** The Board reviewed both the Racine Fire Department and Caledonia Fire Department proposals forwarded by Cassey Griffiths, Wind Point Village Administrator. Based on the approved construction of a new firehouse (expected to open in 2023) and rate freeze, and flexible payment options, the following motion was made:

Motion to enter into the 5 year agreement made by Constable Wright and seconded by Trustee Cermak. All in favor, none opposed. Motion passed at 8:07 PM.

New Business

- 2022 Waste Management by Johns Disposal
 - 2022 Recycling Collection rates remain the same.
 - 2022 Garbage Collection rates for manual collection | \$1 increase per address from \$10.95 to \$11.95. No action, pending response to rate impact for automated trash collection.
 - 2022 Yard Waste proposal to either change fees or collection frequency.

Motion to accept Johns Disposal proposal to change 2022 Yard Waste collection to every other week that holds fees at \$1 per sticker made by Trustee Schroeder and seconded by Constable Wright. All in favor, none opposed. Motion passed at 8:17 PM

- Legal Representation | Discussion about service provider options, no action.
- Schedule of Fees | To mirror Wind Point, consider using a Fee Schedule for cursory fees to streamline fee updates. Further review is required, no action at this time.
- Electronic Document Security. Discussion, no action.

Adjourn | Motion to adjourn made by Trustee Schroeder and seconded by Constable Wright. All in favor, none opposed. Meeting adjourned at 8:36 PM.