

Minutes | September 12th, 2022 | 7:00 PM
Board of Trustees (BOT) Meeting | Village Hall



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

Public Attendees | Connie Mellem (116 S Vincennes Cir)

Call to Order | President Schall called the meeting to order at 7:01 PM.

Public Comment | None presented.

Approval of Board of Trustees (BOT) Meeting Minutes | Constable Wright revisited Public Comment procedures. Public Comment is to be presented at the start of the meeting and discussions or decisions related to said public comment are to occur at a later date.

Motion to approve the August 15th, 2022 BOT minutes made by Trustee Schmitt & seconded by Constable Wright. All in favor, none opposed. Motion carried at 7:04PM.

Trustee's Report (1) – Rich Schmitt

● **Fall Leaf Pick Up & Snow Removal**

- Snow Removal | Full Blown Smith LLC bid for 2022-2023 includes a 10% increase (\$10 per hour).
- 2022 Leaf Removal | 2 bids received; Reliable Property Management & Full Blown Smith, LLC.

Motion to accept the bid from Full Blown Smith for both 2022 Fall Leaf pick up and 2022-2023 made by Constable Wright and seconded by Trustee Cermak. All in favor, none opposed. Motion carried at 7:27 PM.

● **Public Landscaping & Maintenance**

- Landscape maintenance is needed for the following areas: Area 1 Tree Services at 3615 Hennepin Place (Village Hall), public land adjacent to 3620 North Bay Drive and public land west of the Nicolet St bridge; Area 2 North Bay lakeshore park bluff overgrowth, juniper bushes and Village Hall garden beds; Area 3 North Street.

Area 3 North Street | The public land map denoting the service area that was provided to Aspen Property Care LLC in early 2022 omitted North Street from the service area and was added to the service area in August.

Motion to grant Trustee Schmitt the authority to enter a contract for Area 2 (North Bay lakeshore park and Village Hall garden beds) not to exceed \$700 made by Trustee Cermak and seconded by Constable Wright. All in favor, none opposed. Motion passed at 7:44 PM.

Motion to accept Area 1 tree services bid by Affordable Tree Care bid dated 8/31/2022 for work designated as “Miscellaneous” in the amount of \$2,525, trimming the Willow tree instead of removing and add the removal of downed apple tree in the parkway from 9/11/2022 storm made by Constable Wright and seconded by Trustee Cermak. All in favor, none opposed. Motion carried at 7:57 PM.

- WISLR packet received and in process. Trustee Schmitt is researching with WISLR for best process and if the Village qualifies for any reimbursement due to recent resurfacing.
- Wind Point MOU | President Schall will contact Wind Point Administrator Brian Graziano to request updating the MOU to include language related to emergency tree removal from Village streets; specifically that only a North Bay Board Trustee can dispatch tree removal.

June 16th, 2022 South Creek unpaid tree limb removal bill. | Jacob Smetana (468 Dena Cir, Racine, WI 53402) failed to respond to the August 9th, 2022 invoice to pay the bill for a tree limb that fell from his tree that blocked 520 (and 540) South Creek. Mr. Smetana contacted the Wind Point Public Works directly to remove a tree limb. The owner of 520 South Creek was notified that South Creek is a private drive and the Village was not financially responsible to remove the limb.

Action: A certified return receipt letter of final notice from President Schall will be issued that states if the bill is unpaid, legal action may be pursued. If still unpaid, bill owner of 520 South Creek.

Trustee’s Report (2) – Rick Cermak

- Village Hall pit maintenance will be scheduled as soon as possible.
 - During the 9/11/2022 storm, one pump was functioning at 60% capacity and one was making a loud sound; action taken to restore capacity..
- Lighthouse Drive pump station; additional maintenance is pending. .

Constable’s Report – Kristin Wright

- August 2022 Wind Point Police Report | 63 Citations (19 speeding of which 4 was 15 mph over the limit and 1 was 34 mph over); 74 Police Activity/incidents (one stolen car)

President Schall suggested gifting funds to the Wind Point Police Department for use towards a rifle or other safety equipment. The Board noted that Chapter 2 Section 10 Ethical Standards prohibits gifts.

Action | Constable Wright plans to personally deliver home baked cookies and a letter of appreciation from the Village Board for a job well done

Constable's Report – Kristin Wright (continued from previous page)

- Fire Service | 13 rescue calls (average response 8:57)
- Animal Welfare | Nothing at this time.
- Health Department | Nothing to report.

Treasurer's Report – Bob O'Brien

- Financials - Nothing to report.

President's Report – Mark Schall

- Attorney Bjelajac letter to Attorney Larson
- Update Lighthouse Drive Lawsuit

Clerk's Report – Dori Panthofer

- Ash Borer Program | 9 resident bills are past due; suggest adding a \$25 late fee.
- Elections - General Election is November 8th; Racine County Type E Notice is being coordinated by Clerk Jill Firkus of Mt. Pleasant (combined notice saves the Village money), absentee ballot mailing begins September 22nd.
- Permits - Inspector Greivell approved issuing 4 new permits, closed 1 and is working to close 23 permits.
- Newsletter | Articles due
- G-Suite is now Google Workspace | Workspace plans changed that impact file retention and recovery. North Bay has Google Workspace Standard. If the Village wants to maintain email and document recovery capability beyond the 30 days from user deletion, the Board would need to upgrade to Google Workspace Business and fees would increase \$5 per user per month. Board opted to stay with Google Workspace Standard.

Accounts Payable | Motion to accept the amended August 2022 Accounts Payable in the amount of \$26,834.10 and the September 2022 Accounts Payable in the amount of \$9,536.66 made by Constable Wright and seconded by Trustee Schmitt. All in favor, none opposed. Motion carried 8:49 PM

Old Business

- 2022 Fall Leaf Pick Up | See Public Works report.
- 2022-2023 Snow Removal | See Public Works report.
- Public Landscaping & Maintenance | See Public Works report
 - President Schall deferred ravine discussion until next month.
- Yard Waste Stickers | Order 1,000
- Public Works Protocol | See Public Works report.
- Reminder | November meeting moved to October 31st; December meeting moved to

November 28, 2022

- Unpaid invoice | Tree removal on South Creek - See Public Works report.
- Noise | President Schall stated that the July newsletter Letter from the President had no impact. Per President Schall, the suggested start time was 8 AM but there was nothing for end time. President Schall sought feedback about end times, possibly 6 PM or 7 PM. Clerk Panthofer noted that there is a difference between construction crews and residents mowing their own lawn. Trustee Schmitt noted that ideal times differ by job (roofers prefer to start early during the summer). Board members disagreed about suggesting start and end times. The Board was in agreement to not propose a noise ordinance.
- Google Workspace Update | See Clerk Report
- Village Insurance Renewal Proposal 11/1/2022-11/1/2023 | Deferred, proposal not received.
 - Cyber Insurance | The Board maintains its decision to decline Cyber Crime Insurance and President Schall will sign the declination of coverage notice.

New Business

- Road Pavement Report | See Public Works Report (WISLR)
- Public Trash Receptacle | Deferred.
- Wind Point DPW Memorandum of Understanding | See Public Works report.
- Recent Court of Appeals Decision Koch v. Village of Hartland - Impact on North Bay | Deferred.
- Resolution 2022-2 | To honor League of Wisconsin Municipalities Deputy Director Curt Witynski and Communications Director Gail Sumi, both of whom are retiring this year. Motion to approve Resolution 2022-2 made by Constable Wright and seconded by Trustee Cermak. All in favor, none opposed. Motion carried at 9:06 PM.
- Parliamentary procedure
 - Motion to approve Resolution 2022-1 related to Water & Wastewater Trustee filing the 2022 CMAR made by Constable Wright and seconded by Trustee Schmitt. All in favor, none opposed. Motion carried at 9:10 PM.
- Recycling Grant | Clerk Panthofer electronically submitted the application.
- Newsletter | See Clerk report.

Adjourn | Motion to adjourn made by Constable Wright and seconded by Trustee Schmitt. All in favor, none opposed. Meeting adjourned at 9:11 PM.