

Minutes | October 10th, 2022 | 7:00 PM
Board of Trustees Meeting | Village Hall



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

Public Attendees: Wind Point Police Chief Rick Von Drasek, Debbie Mack (306 S Vincennes Cir), Connie Mellem (116 S Vincennes Cir)

President Schall called to order at 7:04 PM.

Public Comment | President Schall reviewed Public Comment Guidelines. Debbie Mack presented public comment related to a noise ordinance and construction vehicles parked facing the wrong direction and/or blocking mailboxes.

Approval of Board of Trustees Meeting Minutes | Motion to approve the September 12th, 2022 BOT meeting minutes made by Constable Wright and seconded by Trustee Schmitt. All in favor, none opposed. Motion carried at 7:08 PM.

Trustee's Report (1) – Rich Schmitt

- The 2022-2024 Fall Leaf & Snow Removal 2 year contract was executed by Trustee Schmitt with Curt Smith, Full Blown Smith, LLC. Fall leaf collection is scheduled to begin October 17th, 2022.
- Village Hall clean up | Trustee Schmitt volunteered to perform fall clean up around Village Hall. In Spring of 2023, clean up will be included in the landscape maintenance scope of work for both seasons.
- The Village should expect an invoice from Mueller Tree & Sawmill Service LLC for \$100 for removal of the storm downed apple tree at the lakeshore park.
- Intersection vegetation obstruction | Corner residents will be notified by Trustee Schmitt to restore and maintain the line of sight at intersections.

Trustee's Report (2) – Rick Cermak | Lift station pit maintenance was completed. Trustee Cermak plans to coordinate a directed letter to Lighthouse Drive residents. One of two pumps at the Village Hall lift station has a faulty valve. The replacement pump is on order with an estimated 20 week delivery date.

Constable's Report – Kristin Wright

- September 2022 Wind Point Police Report | 85 citations (11 speeding with 2 exceeding 15 mph above limit), 78 police activity/incidents
- Police Chief Rick Von Drasek provided an update on the recent car theft. Wind Point Police Department received a personal donation from Mark J. Schall; funds are earmarked for the purchase of an evidence kit.
- Fire Service | 2 rescue calls (average response 7:59)
- Animal Welfare | Nothing at this time.

Treasurer's Report – Bob O'Brien | September financials distributed to Trustees. Preparation of the preliminary 2023 Budget has begun.

President's Report – Mark Schall | To date, the RCICC (Racine County Intergovernmental Cooperation Council) met twice; both meetings were organizational.

Clerk's Report – Dori Panthofer | At Inspector Lee Greivell's request to expedite closing permits, the Board approved closing out permits via email only (no text messages) in lieu of signing and scanning to email a copy of the permit application with the stipulation that Inspector Greivell notes the date(s) and type of inspections performed (site or photo), including the date of the final.

Accounts Payable | Upon the return of check # 13484 that was made payable to Greater Lakes Corporation instead of Cleaner Lakes Corporation, a replacement check will be mailed. Said check was voided on the September 2022 Accounts Payable amended 10/10/2022. The preliminary October 2022 Accounts Payable includes replacement check #13504 to replace check #13484. Per President Schall, the resident contested the penalties.

President Schall called for a motion to waive the penalty and refund the full cash bond less the \$65 fee for use the Right of Way (street dump). Constable Wright motioned to issue a refund of \$2500 less the \$65 Use of Right of Way for a total refund of \$2,435.00 made by Constable Wright and seconded by Trustee Schmitt. All in favor, none opposed. Motion carried at 7:43 PM.

Motion to accept the amended AP September 2022 amended on 10/10/2022 in the amount of \$7,731.66 and the AP October 2022 Preliminary in the amount of \$17,747.97, granting the Treasurer and Clerk permission to add the WE Energies EFT (electronic funds transfer) to the October AP and to pay Mueller Tree Service and US Treasury to maintain accounts in good standing made by Constable Wright and seconded by Trustee Schmitt. All in favor, none opposed. Motion carried at 7:44 PM

New Business

- Halloween Trick or Treat | Board set VNB trick or treat hours for 10/31/2022 from 5PM - 7PM
- Resident request to build over a sewer line | President Schall notified the owner by email that a Planning Commission Application is required and that the Village is expecting an accredited, licensed and bonded proposal from an Engineering firm and that they will be responsible for everything for the Village to consider the addition. Trustee Cermak asked if the tentative plan is to move the sewer line so it's not under the house. Per President Schall, TBD, we don't know what the plan is.
- Non-voting elected officials | The current Village administration structure may not be sustainable due to the residency requirement. To expand the talent pool beyond the current resident base, Constable Wright suggests the Village consider updating Village Ordinances to allow the hiring/appointing the Clerk and/or Treasurer positions who possess the required skills. Other municipalities have changed to appoint instead of elect. Changes to Village of North Bay code would be required; including Chapter 2.01(6) and Chapter 2.09(4). Appointment will lead to an increase in the budget, and payroll changes from quarterly to more frequent pay periods. Property taxes will increase. Offices on the April 2023 ballot include: President, Constable and Clerk.

Items to consider for contracted service:

- Statutory requirements of Clerk
 - Elections (Seek guidance from County Clerk Wendy Christensen)
 - WI DOR filings and reports
 - Recycling Grants
- Duties - Prioritize tasks, estimate time requirements.
- Updating Ordinances with the Village Attorney Larson
- Legal Notice / Notify residents

- Outsource options such as GovTemps; Per President Schall, the estimated cost is \$63 per hour for an experienced person who can work autonomously. At 5 hours per week, the cost would be \$12,000. If 10 hours per week, that's \$24,000.
- Constable Wright asked to schedule time with President Schall.
- Per Treasurer O'Brien, Attorney Larsen should be consulted immediately to begin drafting changes.

Old Business

- Public Trash Receptacle | Historically, the Board opted not to place a public trash can to prevent dumping and minimize rodent issues.
- South Creek tree limb removal unpaid bill | Either pursue small claims court or bill the property owner of 520 South Creek.
- Wind Point DPW Memorandum of Understanding | President Schall deferred until he contacts the Wind Point Administrator/Clerk, Brian Graziano.
- Update Lighthouse Drive Lawsuit | On September 16th, changes or amendments were filed; the next key date is October 14th, 2022.
- Recent Court of Appeals Decision Koch v. Village of Hartland - Impact on North Bay | Deferred.
- Elections | The November 8th General Election Inspector Schedule sign up will begin this week; the Type E notice was published; to date, 12 absentee ballots were issued; April 2023 VNB Officials up for election are President, Constable & Clerk. Current officials are asked to consider their intent to seek reelection to allow the Board time to find candidates.
- Village Insurance Renewal Proposal 11/1/2022-11/1/2023 Motion to accept the renewal proposal made by Constable Wright and seconded by Trustee Schmitt. All in favor, none opposed. Motion carried at 8:22 PM.
- Newsletter | October newsletter to include Trick or Treat, Fall Leaf Collection, Sewer System & Pumping Station, and General Election.
- The November meeting that includes the preliminary 2023 Village Budget was moved up to October 31st; the Board moved up the time to 4 PM and the Clerk will post a Notice of Meeting Change
- The December meeting was moved to November 28, 2022 at 7 PM.

Adjourn | Motion to adjourn made by Constable Wright and seconded by Trustee Schmitt. All in favor, none opposed. Meeting adjourned at 8:27 PM.