

## VILLAGE OF TWIN LAKES VILLAGE BOARD MEETING MINUTES

October 16, 2023 – 6:30 p.m.

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

### CALL TO ORDER AT 6:30 PM BY PRESIDENT SKINNER/PLEDGE OF ALLEGIANCE/ ROLL CALL:

Present: Trustees Barb Andres, Kevin Fitzgerald, Sharon Bower, Ken Perl, Bill Kaskin, President Howard Skinner.  
Absent: Aaron Karow. Also Present: Administrator Laura Roesslein, Interim Police Chief Katie Hall, Village Engineer Greg Droessler, Clerk Sabrina Waswo.

**APPROVAL OF MINUTES:** Skinner/Bower motion to approve the September 18, 2023 Regular Board Meeting Minutes. Motion carried 6-0.

**APPROVAL OF VOUCHERS FOR PAYMENT:** Skinner/Bower 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): 35779-35812 Payroll Related Checking and State/Federal Tax Wires: 18393-18398 Expenses – \$240,559.80. Motion carried 6-0.

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

### OMNIBUS AGENDA

- A. Motion to approve updates to the Village’s Public Records Request Release Policy.
- B. Motion to approve an amendment to the Village Contract with Groot Waste Management for curbside recycling and refuse collection.
- C. Motion to approve an Event Permit submitted by the Twin Lakes Chamber for Trees on Parade on December 1<sup>st</sup> and 2<sup>nd</sup>.

Skinner/Fitzgerald motion to approve the Omnibus Agenda as presented. Motion carried 6-0.

### PRESIDENT AND TRUSTEE REPORTS

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

September 2023 Building Permits: 30; Valuation: \$1,417,413.00; Fees Collected: \$23,093.18.

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

Perl/Skinner motion to approve a request by Twin Lakes Fire & Rescue to cover the costs of the Annual Fire Department Turkey Dinner. Motion carried 6-0.

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

Andres/Fitzgerald motion to approve a quote from Sabel Mechanical for a pump hoist in the amount of \$24,693.44. This hoist is a fixed structure with a concrete base designed to lift a full ton out of the main lift station. Motion carried 6-0.

### **VILLAGE PRESIDENT HOWARD SKINNER**

**Discussion and possible action regarding a Special Event Permit for a Kris Kringle Market hosted by Birch on Main.** Board had additional questions on permit. Item continued to Committee of the Whole to address questions.

**Consideration of a motion to approve a Special Event Permit from the Twin Lakes Chamber for the Trees on Parade & Village Tree Lighting event on December 1st and 2nd.**

This item was already approved under the Omnibus Agenda.

**Trick or Treat is scheduled for 4:00pm to 7:00pm on Halloween, Tuesday, October 31, 2023.**

### **BUDGET WORKSHOP: 2024 Proposed Budget Review**

Kim Lewis and Wayne Trongere presented on behalf of the Chamber. They requested increased financial support from the Village to help cover increasing costs. The Caboose needs significant work with an estimate of \$7,100, fireworks increased to \$13,000, along with other expenses. Village currently donates \$6,500 to the Chamber. The Chamber puts on events and acts as the economic development committee for the Village. No dollar amount was requested, but would appreciate any extra help.

Administrator Roeslein presented a preliminary budget on select Departments. This year's increase to the levy is \$58,883 with net new construction of 1.58%.

Board discussed:

- Increasing Short Term Rental fees from \$150 to \$250. Item will need to be approved by ordinance.
- Reducing Building Permit Revenue to \$80,000 due to a decrease in new home construction.
- Assessment fee has increased by \$80,000 as we will be conducting a reassessment in 2024. Funds to pay for this increase will be from the interest account. In the future, Board would like to spread out these costs among multiple years.
- Public Works increased by \$11,000 for maintenance on large equipment (frontend loader brakes and backhoe hydraulic ram).
- Fire Department requested capital items of Hose Testing \$4,000, Portable Radios, truck lights, and thermal imaging camera \$20,000. These will be in the draft budget.
- Clerk is requesting \$5,000 for an additional Express Vote (touch screen) election equipment. There may also be a grant available for a portion of this expense.
- Movies in the Park
- Approval of Creative Edge in-ground plantings for \$3,000.
- Police Department is requesting \$48,000 for a new squad. Squads are rotated out every 5 years.
- Public Works Sidewalk program will continue with a budget of \$10,000.

Board discussed EMS Staffing with the consensus that the Village will need to go to referendum. Looking to schedule another meeting with both communities on October 30<sup>th</sup>. President Skinner stated Randall and Wheatland are planning on a referendum.

The boat slip fees will be reviewed. Discussed an annual increase.

### **CLOSED SESSION MINUTES**

Skinner/Fitzgerald motion to go into closed session pursuant to §19.85(1)(c) related to employment, compensation, promotion, or performance evaluation for the purposes of discussing compensation for the Police Chief and pursuant to Wis. §19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session regarding Public Works and Sewer collective bargaining agreements expiring on December 31, 2023.

Roll Call: Trustees Barb Andres, Kevin Fitzgerald, Sharon Bower, Ken Perl, Bill Kaskin, President Howard Skinner voting "aye". Motion carried 6-0 to go into closed session at 7:32 p.m.

### **OPEN SESSION**

Skinner/Bower motion to return to open session pursuant to Wis. Stat. 19.85(2) and take action on any items discussed in closed session. Motion carried 6-0 to go into open session at 8:31 p.m.

ADJOURN – Skinner/Bower motion to adjourn at 832 p.m. Motion carried 6-0.

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/s/Sabrina Waswo, Village Clerk

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