

VILLAGE OF TWIN LAKES VILLAGE BOARD MEETING MINUTES

April 21, 2025 – 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 Kevin Fitzgerald, Bill Kaskin, Barb Andres, Ken Perl, Jim Baxa, President Howard Skinner.

Arrived Late: Trustee Aaron Karow. Also Present: Administrator Laura Jager, Police Chief Katie Hall, Engineer Greg Droessler.

APPROVAL OF VOUCHERS FOR PAYMENT: *Skinner/Andres Corporate Checking (including General Fund, Sanitation, Capital Projects-E/M, Sewer Utility, Lake Rehab, Sewer Hook-Up, Sewer Replacement, and Tax Account): 36810-36887, 603-633, Expenses – \$582,093.85. Motion carried 7-0.*

PUBLIC COMMENTS & QUESTIONS:

Lisa Wallerich, 2332 Anna Ave, asked how many Short Term Rentals we have approved. Clerk Waswo stated 24. She questioned if there was a committee that oversees this or a limit that are given out. Administrator Jager stated the village board oversees the Short Term Rentals and currently there is no limit. She stated there seems to be a lot more Airbnb's in our area and she wants to make sure they're licensed and following the rules.

Bryan Neal, 142 South Lakeshore Drive, offered his thoughts on the resolution declaring the official intent to reimburse expenditures from the proceeds of borrowing, specifically the resolution aimed at complying with Treasury Regulation, which governs reimbursement resolutions for tax-exempt bonds. He explained that the resolution outlines a plan to use future bond proceeds to repay the Village for previously incurred expenses—a process he noted is the reverse of how most bond offerings typically occur. While adopting such a resolution does not commit the Village to issue bonds, it does preserve the option to do so in the future.

Neal raised several concerns about compliance:

- The resolution lacks a description of the project for which reimbursement is sought, a key requirement under Treasury regulations.
- There must be a reasonable expectation—at the time of adoption—that reimbursement will occur through bond proceeds.
- Trustees should have supporting documentation showing the feasibility of issuing such a bond in order to demonstrate that reasonable expectation.

Without these elements, Neal cautioned that the Village may appear to be playing fast and loose with Treasury regulations.

Trustee Karow arrived.

Clerk Waswo swore in President Howard Skinner, Trustee Aaron Karow, Trustee Kevin Fitzgerald and Trustee Jim Baxa.

OMNIBUS AGENDA

1. Motion to approve an Event Permit for a Tootsie Roll Drive hosted by the Knights of Columbus on May 10, 2025.
2. Motion to approve an Event Permit for H2O Adaptive Sports at Lance Park on June 16th, June 30th, July 7th, July 21st, July 31st, and August 4, 2025.
3. Motion to approve multiple requests from the Twin Lakes Sailing Club for the 2025 season.

Skinner/Fitzgerald motion to approve omnibus agenda as presented. Motion carried 7-0.

PRESIDENT AND TRUSTEE REPORTS

TRUSTEE ANDRES - ADMINISTRATION, FINANCE, JUDICIARY, LICENSING

Discussion and possible action regarding Resolution R2025-4-2 Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing.

This item will be continued to a future Board meeting. Administrator Jager and Trustee Fitzgerald are currently researching borrowing options for the Village. The resolution will need to be passed in conjunction with that borrowing. For example, if the Police Department purchases software before the actual bond or loan is secured, the resolution would allow the Village to designate that software purchase as part of the reimbursable expenses. Trustee Fitzgerald noted that the borrowing is likely to be through a bank rather than a bond, but the resolution will be drafted to allow for either option.

Skinner/Fitzgerald motion to approve new Short-Term Rental Applications for:

1. 707 Lake Street, Ryan Root
2. 620 Highland Dr, David Moss (Vacations Del Lago)
3. 960 Rhyners Lane, James & KC Hester

Trustee Kaskin asked about the parking plan for 707 Lake Street. Ryan Root stated there is a 2 ½ vehicle wide driveway, room for approximately 4 cars. Motion carried 7-0.

TRUSTEE KEVIN FITZGERALD - STREETS & ROADS, EQUIPMENT, STREET LIGHTS, WEEDS, LAKE PLANNING AND PROTECTION

Fitzgerald/Andres motion to approve the road closure of a portion of Legion Drive for culvert work being done on 98th Street by the Town of Randall. The closure is scheduled for next week. Motion carried 7-0.

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

March 2025 Building Permits: 18; Valuation: \$797,029.00, Fees Collected: \$13,198.74.

Motion to approve a CSM for parcel 85-4-119-214-4015, 703 Wilmot Ave, Jet Chicago Investments.

Trustee Fitzgerald raised concerns about the wording on Lot 1, which states: “*Riparian Ingress & Egress for the Exclusive Use of the Owners of Lot #2.*” He explained that the term "riparian" implies ownership of waterfront property. Since Lot #2 does not own the waterfront portion, it cannot legally claim riparian rights.

Attorney David Smith clarified that you must be the riparian owner to exercise such rights. Simply using the term "riparian" does not confer ownership. Statutes specify that only the riparian owner is permitted to construct a pier, meaning Lot #2 cannot legally build one at that location. This has been illegal since 1986. He added that Lot #2 may use the easement to carry a kayak or swim, but not to build a pier. While access easements can be granted, the right to construct a pier is reserved solely for the owner of Lot 1, which has 118 feet of frontage. Lot 2 may walk down to the water, but cannot build on it.

President Skinner suggested the language would be cleaner if the word “riparian” were removed.

Fitzgerald then asked whether the original four lots were still in effect today. Smith responded that the lots were part of the original plat, but it’s unclear when they were combined. Fitzgerald noted that the parcel has essentially been a single, unified lot for decades. The applicant had contacted the Wywood Subdivision and received approval for the proposed project.

Fitzgerald referenced Village Code 17.70.020, which requires that lots or parcels be no less than 8,000 square feet and have a minimum width of 80 feet at the setback line, with a minimum depth of 100 feet. He said he does not see how the proposed Certified Survey Map meets these requirements.

Smith responded that the proposal was reviewed by the Zoning Administrator on four occasions and was approved by the Plan Commission, so he did not anticipate any issues. President Skinner read from the Zoning Administrator’s staff report, which stated that the parcel is zoned residential and that the proposed lots conform to

the minimum requirements of Section 17.20.060. That section states that single-family dwellings must be on lots of not less than 8,000 square feet and not less than 60 feet in width, and must provide adequate off-street parking.

Fitzgerald expressed concern, stating, the Village Code does not allow the creation of a new nonconforming lot. He hoped he was mistaken but, based on his experience in the construction field, he did not believe the lot met the necessary criteria. He noted confusion around the 60-foot requirement mentioned in village code 17.20.060, explaining that it refers to lot area per family. He cited 16.24.070, which defines the required width of a residential lot, and 17.70.020, which outlines the standards for approving a Certified Survey Map—both requiring 80 feet at the setback line. A plain reading of the code suggests the lot does not comply.

President Skinner stated that the Village Attorney should review the matter.

Smith suggested tabling the item and holding a pre-board meeting where all parties could clarify the issues and align on next steps.

Skinner agreed, expressing hope that historical records might support recognizing the original lot configuration. The item will be brought next month for further discussion.

Fitzgerald/Andres motion to table item. Motion carried 7-0.

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

March 2025 Code Enforcement: Active Cases: 9, Closed Cases: 1

Skinner/Karow motion to approve Ordinance 2025-4-1 Amending Section 8.36.050 of the Village Code Pertaining to Boating. Motion carried 7-0.

Discussion and possible action regarding Resolution 2025-4-1 approving an updated bond schedule for the Village of Twin Lakes Municipal Court.

Resolution 2025-4-1 updates the Village of Twin Lakes Municipal Court bond schedule to include fines for two specific erosion control violations in Chapter 14. The update would allow the Police Department to enforce these violations by issuing citations with a \$150 deposit per day, per violation. Administrator Jager clarified the resolution adds these violations to the bond schedule to allow citation enforcement, which previously was not possible.

Skinner/Karow motion to approve Resolution 2025-4-1 approving an updated bond schedule for the Village of Twin Lakes Municipal Court.

Trustee Karow asked for clarification on the bond schedule update and how the process works. Chief Hall explained that the enforcement process includes an initial letter notifying the property owner of the violation and providing a deadline to correct it. If the issue remains unresolved, a second warning letter is sent. If the property is still noncompliant, the Village issues citations, supported by documentation such as letters and photos.

Karow asked whether violations could result in daily citations. Chief Hall confirmed they could, though this is not typically done. Perl asked who determines the appropriate timing for citation issuance, and it was explained that the Police Department uses discretion, depending on the severity and complexity of the situation.

Karow/Skinner motion to amend the resolution 2025-4-1 changing the language in the second to last whereas to "WHEREAS, the fine amount for violations of Sections 14.21 and 14.22 of the Village Code, the deposit amount shall be set at \$150 per day, per violation;". Motion carried 7-0.

Skinner/Karow motion to approve the resolution as amended. Motion carried 7-0.

TRUSTEE BILL KASKIN - SEWER, HEALTH AND ENVIRONMENT, YOUTH, LIBRARY

Kaskin/Skinner motion to approve a proposal from Lionheart for Generator Services.

This is the annual maintenance for the 12 lift station generators. The cost is consistent with previous years. *Motion carried 7-0.*

VILLAGE PRESIDENT HOWARD SKINNER

President Skinner announced the following appointments:

- Barb Andres to the Finance Committee
- Bill Kaskin to the Sewer Committee
- Jim Baxa to the Cemetery, Sanitation, Recycling, and Seniors Committee

Additional committee and board appointments are as follows:

Plan Commission

- Ken Perl
- Bran Richter

Board of Appeals

- Tom Kuhlmeier
- Joe Rhamey
- Bill Busse
- *One vacancy remains*

Police Commission

- Tim Infusino

Board of Review

- Jeff Gross

Twin Lakes Library Board

- Kevin Fitzgerald

Skinner/Fitzgerald motion to approve board and commission appointments. Motion carried 7-0.

ADJOURN – *Skinner/Andres motion to adjourn at 7:28 p.m. Motion carried 7-0.*

/s/Sabrina Waswo, Village Clerk