



Minutes | June 12th, 2023 | 7:00 PM Board of Trustees (BOT) Meeting | Village Hall

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

Roll Call: President Mark Schall, Trustee Rich Schmitt, Trustee Rick Cermak, Treasurer Robert O'Brien, Clerk Dori Panthofer, Zoom Attendee Constable Kristin Wright

Public: None

Due to exigent circumstances that prevent Constable Kristin Wright from attending in person, a motion to suspend Robert's Rules of Order and allow Constable Wright to attend via Zoom with participation to include discussion and voting was made by Trustee Schmitt and seconded by Trustee Cermak.

Roll call vote: President Schall AYE; Trustee Schmitt AYE; Trustee Cermak AYE; Constable Wright AYE. Motion carried at 7:00 PM.

Public Comment | None

Approval of the 2023 Board of Review (BOR) May 8th, 2023 First Meeting Minutes and May 8th, 2023 BOT Meeting Minutes | Motion to approve both aforementioned minutes made by Trustee Schmitt and seconded by Trustee Cermak.

Roll call vote: President Schall AYE; Trustee Schmitt AYE; Trustee Cermak AYE; Constable Wright AYE. Motion carried at 7:01PM

Trustee's Report (1) – Rich Schmitt

- Public land landscape maintenance
 - Trustees Schmitt & Cermak cleared overgrowth along the stairs from North Bay park to the beach and surrounding area.
 - Mulchrite Droprite picked up vegetation debris at the Lighthouse Drive lift station and at North Bay park.
 - Trustee Schmitt began weeding Village Hall garden beds and trimming shrubs.
- Pavement Rationer Report bid Ayres | Trustee Schmitt is awaiting a bid to prepare the 2023 WISDOT Pavement Rating Report that is due to be filed in late December. With the extensive street repairs following the water main project, a professional evaluation will provide the most accurate report.
 - President Schall | Trustee Schroeder was working with a consultant to give an appraisal and create a baseline for a strategic plan. The last time Trustee Schroeder did the report, he showed what he was going through. The bid was \$1,500.
 - Trustee Schmitt | Do we have the report?
 - President Schall | No, he (Trustee Schroeder) proposed it but it was not approved. I see value to it, if the report is filled out correctly, and we get input on projects to consider down the road.
 - Trustee Cermak | Baxter Woodman also does those reports, too.
 - Trustee Schmitt | Ayres was awarded the bridge contract. Ayres said as we work with them, there can be economies of scale. Does it make sense to have different

- companies?
- Constable Wright | I agree with Trustee Schmitt to go with Ayres. They'll see a bigger picture of what we're dealing with. We've been happy with Ayres, there is a 20 year relationship.
 - Treasurer O'Brien | There has to be a file on when we did the roads.
 - Clerk Panthofer | Road files are in cabinet number 3.
 - Factor in phase 2 and 3 of Racine Water Utility water main phases 2, 3 and 4 which are anticipated in 2023, 2024 and 2025 when considering future road work. It doesn't make sense to do major work before the water main work is done.
 - President Schall stated that per the City of Racine, it is anticipated that the water main utility work will be approved in the upcoming budget meetings.
 - Vincennes Bridge | President Schall asked if WPPD Brian Beiley Public Works provided information about cosmetic repairs of the railings on the bridge. Trustee Schmitt stated he is awaiting a response.
 - President Schall | Roley Behm, Racine County Director of Public Works & Development Services, spoke at the last RCCIC meeting. Racine may take on additional work and suggested that Trustee Schmitt contact him. Racine does snow removal for Raymond. There is a process to subcontract work. President Schall isn't sure about pricing, but if it's a case of not getting something done, that could be an option to get it done. It (the bridge) looks bad and it's only getting worse with the continued exposure to the elements. Should we put a priority on getting the sides of the bridge(s) fixed? President Schall asked Constable Wright for opinion.
 - Constable Wright | We've done repairs in the past. It wouldn't hurt, it may help. The reports tell us this is cosmetic but I have a hard time believing it's only cosmetic.
 - Trustee Cermak | Over the years, cracks have been filled. I thought the Board was considering letting it deteriorate faster (for funding). Cermak also stated he had some leftover mortar from his wall project and put some on one of the uprights where the rebar was exposed. It isn't pretty, but it covered some of it.
 - President Schall | It looks worse now than it did 5 years ago. Where the rebar is exposed and rusting, deterioration will accelerate. If the sides go away, it's going to cost more later. Let's get a price and consider it.
 - Trustee Schmitt | Schmitt has previously been advised that unless there is an immediate hazard (such as tripping), the Village should not do anything to the bridge, in order to get funding. Trustee Schmitt will follow up with Brian Beiley regarding cosmetic repairs.
 - Treasurer O'Brien | Two issues - as it deteriorates, can it be a bridge for traffic? If the bridge fail, what will the Village do then, put up boards?
 - Trustee Schmitt | The little cracks, I've been filling to keep the water and weeds out of there. The big cracks are beyond what I can do.
 - President Schall | We want to prolong the life of the bridge and have it look a little better. Get a bid for cosmetic repairs (to fill in where the area that rebar is exposed).

Trustee's Report (2) – Rick Cermak

- The City of Racine is monitoring E.coli levels at the beach and he will post signs when levels require it.
- C-MAR report is due soon and requires a resolution number to file. The report isn't ready yet. Clerk Panthofer checked out the 2022 WE Energy Bills to Trustee Cermak so he can prepare the report that is due by the end of the month.

Motion to assign Resolution # 2023-1 to allow Trustee Cermak to prepare and file the 2023 C-MAR report made by Constable Wright and Seconded by Trustee Schmitt.

Roll call vote: President Schall AYE; Trustee Schmitt AYE; Trustee Cermak AYE; Constable Wright AYE. Motion carried at 7:26PM.

Constable's Report – Kristin Wright

- Wind Point Police Activity | May 2023: 76 citations (many at higher speed); 89 incidents. Drugs are on the rise.
- CFD - 2 calls; 7:58 response time, turn around
- Animal Welfare - zero, only 1 for 2023 for 4 delays.

Treasurer's Report – Bob O'Brien

- April 30th, 2023 financials were presented. May 2023 financials are pending.
- Update: PCB Class Action Settlement Payments (Monsanto) | Checks received almost 2 months ago. Treasurer O'Brien contacted League of Wisconsin Municipalities Executive Director Jerry Deschane, who stated O'Brien is wise to defer cashing the checks to determine the ramifications of accepting the funds until the League provides a response. Treasurer O'Brien can hold the checks until October 13th, 2023.

President's Report – Mark Schall

- RCICC Meeting | Folks from Racine County offices were introduced. A Microsoft representative attended virtually. A Cyber Security joint program for municipalities may be available; details to follow. With the exception of the Village Clerk, VNB elected officials use their own private laptops. Is there virus or malware at a cost break for projection on that equipment?

Clerk's Report – Dori Panthofer

- The YMCA Lighthouse Run is this weekend. A notice appeared in the most recent newsletter regarding impeded access Saturday morning.
- The WEC notified the Village that North Bay is eligible to apply for a \$23.16 grant towards the purchase of the new absentee ballot inner & outer envelopes required in 2024.

Accounts Payable

- Amended April 2023 – \$28,814.17 (amended due to City returning a check, total lowered).
- Amended May 2023 – \$22,913.92 (WE Energies bill came in after the May meeting)
- Preliminary June 2023 – \$14,847.46 (still awaiting bills due this month).

Motion to accept the 2023 April amended AP in the amount of \$28,814.17 and 2023 May amended AP in the amount of \$22,913.92 and approve the preliminary 2023 June AP in the amount of \$14,847.46 made by Trustee Schmitt and seconded by Trustee Cermak.

Roll call vote: President Schall AYE; Trustee Schmitt AYE; Trustee Cermak AYE; Constable Wright AYE. Motion carried at 7:43 PM.

Old Business

- 2023 Board of Review (BOR) reconvenes at 5 PM on July 10th, 2023 at Village Hall. Per Assessor Henke, Open Book meetings are going well. To date, no objections have been filed.
- Racine Water Main project | President Schall retrospective.
 - The water is flowing, the streets are done, grass is planted.
 - The City of Racine asked the Village to collect the fees from the two residents who didn't hire their own contractor for the lateral hook up (Pepich/Englander 3621 North Bay Dr and Harden 3612 Hennepin Pl)
 - Said residents asked for documentation from the Village beyond what the City has already provided.
 - Said residents asked the Village to add the lateral bill to their property tax bill to defer payment. Per Treasurer O'Brien, the Village should not agree to this request.
 - The City of Racine is the service provider, not the Village.
 - President Schall & Treasurer O'Brien are scheduled to meet with Attorney Eric Larson on June 13th, 2023 to discuss the lateral bill as well as this and future phases.
 - President Schall and Treasurer O'Brien will meet with said residents.
 - President Schall's recommendations for future phases are as follows:
 - Involve the Village Attorney immediately to ensure the Village is on solid ground.
 - Issue weekly updates as provided by the City of Racine, even if the updates state that there is nothing new to report.
 - The Village owns the roads and thus sets the start date, not a resident.
 - The next Water Main Committee should include a resident. Clerk Panthofer added that Trustee Schmitt should be part of the future committee with the understanding that Open Meeting Laws must be followed.
 - The City of Racine will provide their customers with a list of reputable plumbers and the residents will be responsible for contracting their own lateral hook up.
 - Future start dates to avoid Monday (garbage day) or Tuesday (street sweeping day).
- Outstanding MOU (with the Village of Wind Point) | Clerk Panthofer followed up with Wind Point President Alison McCulloch regarding the outstanding updated MOU between the two villages.

New Business

- Planning Commission | Motion for the Board of Trustees to accept the Planning Commission's June 12th 2023 approval of application # PCRA2023-1 (Freidel 216 N Vincennes) to add a parking pad and extend the driveway to the east side of the garage made by Trustee Cermak and seconded by Trustee Schmitt. Trustee Schmitt will follow up with Mr. Freidel to submit a Driveway Permit application and fees.

Roll call vote: President Schall AYE, Trustee Schmitt AYE, Trustee Cermak AYE,

Constable Wright AYE. Motion carried at 8:16 PM

- **2023 Pavement Rating Report** - See Trustee #1 report.
- **Dead trees in ravine north of 3620 North Bay Drive (Steve & Judy Myers)** | Steve Myers asked President Schall if it was possible to remove a dead tree in the ravine.

Per Trustee Cermak and Constable Wright, if the dead tree is not at risk of hitting a structure or bridge, or blocking water flow, the policy is to leave it.

Trustee Schmitt will investigate the situation. If anything needs attention, Trustee Schmitt will call a contractor.

- **Yard waste in gutters** | President Schall reported observing yard waste blown into the streets and gutters on Nicolet, South Vincennes and North Bay Drive and he suggested including an article in a newsletter or email blast.
 - Clerk Panthofer | A reminder was already issued this season.
 - Constable Wright | On Nicolet, a service (Mario's) doesn't pick up the yard waste.
 - President Schall | Isn't it the resident's responsibility to tell the contractor of their duty?
 - Trustee Schmitt | Yes, it's the resident's responsibility. Articles routinely remind residents that it's their responsibility to notify their contractor. What enforcement does the Village want to take?
 - Treasurer O'Brien | Enforcement would be a fine against the homeowner who hired the contractor.
 - Clerk Panthofer | Has anyone called or contacted the residents in question?
 - Constable Wright | Contacting residents is what we need to do. It's the same service. First a phone call, and if it continues, a written warning.
 - President Schall stated Sanchez on North Bay and Hamilton on S. Vincennes Cir).
 - Constable Wright will call Julie Anastasia and Autumn Latimore Schienke.
 - President Schall will call Jerry Sanchez.
 - Trustee Schmitt will contact Susan Hamilton.
- **June 8th, 2023 City of Racine Dept. of Public Works letter regarding North Bay Storm Sewer Ownership** |
 - Trustee Cermak | The City of Racine claims that North Bay is responsible for a segment of storm sewer located under Erie Street at the end of private drives (Cross Creek and South Creek). This is news to me. I'll look into this to find out more. I know John Rooney and will call him. North Bay doesn't really have any storm sewers except on North Bay Drive. It crosses Erie. One of the domed grates in the curblin of Erie. The City is saying the Village owns the storm sewer to the center of Erie.

Adjourn | Motion to adjourn made by Trustee Schmitt and seconded by Trustee Cermak.

Roll call vote: President Schall AYE, Trustee Schmitt AYE, Trustee Cermak AYE, Constable Wright AYE. Meeting adjourned 8:28 PM.