

Minutes | October 28th, 2024 | 7:00 PM

Board of Trustees (BOT) Meeting



1. Call to Order | President Schall called the meeting to order at 7:00 PM.
2. Roll Call | President Mark J. Schall, Trustee #1 Paul Schroeder, Trustee #2 Rick Cermak, Constable Kristin Wright, Treasurer Robert E. O'Brien, Clerk Dori Panthofer

Public Attendees | Thomas Kalina, 118 N Vincennes Cir, entered at 7:04PM, after Public Comment was closed.
3. Approval of the October 14th, 2024 BOT Meeting Minutes and October 24th, 2024 Board of Appeals Minutes

The October 24th, 2024 Board of Appeals Public Hearing was indefinitely postponed, thus, there are no minutes to approve.

Motion to correct the page numbers page number and count in the footer and approve the October 14th, 2024 BOT Meeting Minutes as written made by Constable Wright and seconded by Trustee Cermak. All in favor, none opposed. Motion arrived at 7:01 PM.
4. Trustee's Report (1) – Paul Schroeder
 - a. Yard waste co-mingled with leaf piles
 - b. Wind Point Department of Public Works (DPW) will replace 4 faded speed limit signs with new reflective signs and invoice North Bay.
 - c. Untrimmed trees, bushes, vegetation & low hanging branches over and adjacent to public roads | Wind Point DPW is scheduled to return later this year.
5. Public Comment presented at 7:05 PM.

Mr Kalina presented comments related to fall leaf pick up protocol (yard waste co-mingled with leaves vs. leaves only) and a request to expand fall service to collect co-mingled yardwaste.
6. Trustee's Report (2) – Rick Cermak
 - a. Village Hall pump rebuild - delayed, new target date is mid-November. Consider talking to Rick Hennig to make one.
7. Constable's Report – Kristin Wright
 - a. Wind Point Police Department | Report pending.
 - i. Report of ATV on the beach, warning issued.
 - ii. Vacation rental establishment operating without a license, owner notified.
 - iii. Multiple coyote sighting reports.
 - b. Caledonia Fire Department | Report pending.
 - c. Wisconsin Humane Society animal sheltering statistics | Report pending.
8. Treasurer's Report – Bob O'Brien
 - a. Financial Reports
 - b. 2025 Preliminary Budget and budget assumptions distributed; anticipated increase is 4.7%. The legal notice is scheduled to appear in the Journal Times on November 1st, 2024.

Motion to approve the 2025 Preliminary Budget made by Trustee Cermak and seconded by Constable Wright. All in favor, none opposed. Motion carried at 7:34 PM.

9. President's Report – Mark Schall - No report.
10. Clerk's Report – Dori Panthofer
 - a. Elections
 - i. General Election: November 5th, 2024
 - ii. County Executive Special Election: Special Primary is Thursday, November 21st, 2024; Special Election is Thursday, December 19th, 2024
 - iii. Spring Primary, if needed: February 18th, 2025
 - iv. Spring Election: April 1st, 2025 | President, Constable & Village Clerk. President Schall and Clerk Panthofer intend to seek re-election. Constable Wright does not intend to seek re-election.
 - b. Building Permits
 - i. 400 Cross Creek addition | Planning Commission, Board of Appeals and Board of Trustees may be required.
 - c. November Newsletter Topics | Motorized vehicles are prohibited on public parkland, including the beach, elections, budget, winter snow removal, etc.
 - i. Stand alone email blasts: Fall leaf & final yard waste collection; Coyote alert.
 - ii. Future topic: Possible tree subsidy program.
 - d. Upcoming Village meetings
 - i. 5:30 PM, Tuesday, October 29th, 2024 Erosion Control/Greenspace Committee Meeting
 - ii. 7:00 PM Monday, November 25th, 2024 Budget Hearing
 - iii. 7:05 PM Monday, November 25th, 2024 Trustees Meeting (December)
 - iv. 7:00 PM January 13th, 2025 Village Caucus: 3 Board Positions up for Nomination; President, Constable, Clerk
 - v. 7:10 PM January 13th, 2025 Trustees Meeting
11. Accounts Payable
 - a. AP October 2024 10/25/2024 amended total \$43,451.03, 10/28/2024 amended total **\$47,994.15** (added Full Blown Smith LLC and Caledonia Fire Department 2024 Fire Dues)
 - b. AP November 2024 | Awaiting bills

Motion to approve the AP October 2024 report in the amount of \$47,995.15 and grant authority for Treasurer O'Brien and Clerk Panthofer to pay routine invoices received after today's meeting to maintain current accounts made by Trustee Schroeder and seconded by Constable Wright. All in favor, none opposed. Motion carried at 7:43 PM.
12. Old Business
 - a. 2025 Emerald Ash Borer coordinated treatment program | Submit list of participating residents to Affordable by November 8th, 2024.
 - b. New tree subsidy | Discussion deferred.
 - c. Additional maintenance work on bridges | Discussion deferred until February 2025.
 - d. Source of 4" pipe flowing into the Lighthouse Dr lift station | Trustee Cermak is awaiting a response from a resident.
 - e. Update | Fence Permit application 111 Shore Acres Drive fence permit application. The application remains pending receipt of the new plat of survey and an updated fence location. Drainage issues must be resolved before the fence can be installed.
 - f. 2025 LWM Safety Grant - Review Bohm Election bid dated 10/17/2024 in the amount of

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\$1,150 to furnish and install 1 motion sensor by outside door and 1 motion sensor by stairway door to turn existing lights on.

Motion to accept the 10/17/2024 bid in the amount of \$1,150 bid made by Trustee Schroeder and seconded by Constable Wright. All in favor, none opposed. Motion carried at 7:55PM.

13. New Business

- a. 2025 Preliminary Budget (Resolution required for the November 25th Budget Hearing) | Legal notice will appear in Journal Times on November 1st, 2024. *See Treasurer's report.*
- b. BOA2024-1 Horwitz Trust/Posnanski | 3721 Lighthouse Dr | Variance application for a proposed 200 square foot boathouse/shed, the second shed on the property. At the owner's request, the application for a variance is indefinitely postponed.
 - i. Variance procedures - deferred.
- c. Reflectivity of speed limit sign on South Vincennes | *See Trustee #2 Public Works report.*
- d. Unlicensed vacation rental establishment 220 S Vincennes | *See Constable's report.*
- e. Inspector Greivell compensation protocol | Inspector Greivell informed North Bay that payment after the final is no longer acceptable. Terms of payment at final are written into the current agreement.

Discussion: Prepayment presents a financial risk to the Village. Language could be added to the new agreement that unearned fees would need to be returned.

President Schall will contact Elmwood Park to identify their payment terms. Clerk Panthofer will contact Wind Point Clerk/Administrator Travis Wells to identify their payment terms.

- f. Racine County Hazardous Mitigation Plan Update - *added 10/26/2024* | A draft of the resolution will be presented at the 11/25/2024 BOT meeting.

14. Adjourn | Motion to adjourn made by Constable Wright and seconded by Trustee Schroeder. All in favor, none opposed. Meeting adjourned at 8:05 PM.