

**PUBLIC WORKS COMMITTEE
MEETING MINUTES
APRIL 8, 2026**

1. CALL TO ORDER, ROLL CALL, AND AGENDA APPROVAL:

Mary Knipper called the meeting to order at 1:15 pm. Other members present: Mary O'Connor, Mike Flitcroft, Tom Thiele, and John Olson. Jim Wolfgram was excused. Motion by Thiele and seconded by O'Connor to approve the agenda. All ayes, motion carried 5-0.

2. APPROVAL OF THE MARCH 4, 2026 MINUTES:

Motion by Thiele and seconded by Flitcroft to approve the minutes. All ayes, motion carried 5-0.

3. COMMUNICATIONS:

Tom Amann, Asphalt Contractors, was present and explained their history working for the Town. They had some problems with quality control and project completion back in 2019, but since then have expanded their municipal work experience and have several favorable references. He stated they had successful projects with the City of Delavan, and Towns of Lafayette & Burlington in 2025.

Knipper communicated a request by Thummel for the lighting of the Village Supper Club sign to be added to future Public Works agendas.

4. COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT REGARDING ITEMS ON THE AGENDA:

None

5. OLD BUSINESS:

6. NEW BUSINESS:

A. 2026 Road Improvements Bid Recommendation:

The Base Bid includes Fox Lane & Delavan Highlands and the Alternate Bids of Ash St., Central Blvd., Poplar Dr., Sweet Rd., and Country View Dr. 3 Bids were received: Payne & Dolan - \$417,632.75, Wolf Paving - \$403,032.83, and Asphalt Contractors - \$396,209.50.

Motion by Thiele and seconded by O'Connor to recommend approval of the bid from Asphalt Contractors for \$396,209.50. All ayes, motion carried 5-0.

B. 2026 Bid Chip Seal Bid Recommendation:

This project includes Chip Sealing of Linn Rd., Borg Rd., and Theatre Rd. 2 Bids were received: Scot Construction - \$61,997, and Fahrner Asphalt - \$60,676.13.

Motion by Thiele and seconded by O'Connor to recommend approval of the bid from Fahrner Asphalt for \$60,676.13, with \$15,892.16 invoiced to the Village of Williams Bay. All ayes, motion carried 5-0.

C. Community Park Waters Edge Parking Lot Drainage Improvements:

Bret Biwer, Baxter & Woodman, was present to present 2 options for substantial drainage improvements to the WE Parking Lot area. 1 option included a drainage pipe and parking lot raising and improvements for an estimated cost of \$198,500. The other option was the same project without the drainage pipe for an estimated cost of \$187,700.

Motion by Knipper and seconded by O'Connor to recommend Option #1 to not exceed \$198,500. Motion carried 4-1 with Flitcroft opposed. This project will need to be publicly bid before final costs are known.

D. Slow-No-Wake Buoys Process & Ordinance:

Knipper updated the committee on the new permitting process and ordinance update.

E. Private Road Maintenance:

Knipper is keeping this as an ongoing agenda item for future meetings for discussion and ideas for when the Town informs the property owners of the service options for future private road snow plowing and maintenance. Knipper has placed this as agenda item for the April Board Meeting for more information and discussion.

F. Mechanic Job Description & Ad:

This position is being held open until further discussion and confirmation of Private Road Maintenance. There could be a substantial decrease in revenue if the board decides to stop maintaining private roads.

G. Budget & Capital Budget Planning:

None

H. Public Works Manager Report: Thiele updated the committee with his monthly report.

I. Mechanic's Report: Thiele updated the committee with the monthly report.

J. Approval of monthly bills for payment: Motion by Knipper and seconded by O'Connor to approve the submitted bills for payment. All ayes, motion carried 5-0.

7. COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT:

None

8. ADJOURNMENT:

Motion by Knipper and seconded by O'Connor to adjourn at 2:55pm. All ayes, motion carried 5-0.