



# VILLAGE OF WILLIAMS BAY

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## BUILDING, ZONING & ORDINANCE COMMITTEE

WEDNESDAY, APRIL 10, 2019 AT 6:30 PM

VILLAGE HALL COUNCIL ROOM

### OFFICIAL MINUTES

#### Call to Order

Meeting was called to order by Chairman Killian at 8:02PM.

#### Roll Call

Trustees Killian, D'Alessandro, and Parker.

Also Present: Clerk Dykstra, Administrator Weiss, Engineer Snyder, Library Director Schnupp, Rec Director Rowland, Rec Specialist Jenski, DPW Director Edwards, Chief Severt, and Lt. Timm.

#### Meeting Minutes of March 13, 2019

Parker/D'Alessandro motion to approve. Unanimously carried.

#### **Recommendation on an Ordinance to Repealing and Recreating Section 9.03 of the Code of Ordinances of the Village of Williams Bay regulating cross connections.**

Chair Killian requested DPW Director Edwards review what a cross connection is. Edwards explained cross connection is most commonly described by a laundry sink and a hose that might be hanging into a that sink where water can be sucked back into that line. Engineer Snyder explained a hose will create a suction and it can go back into the water system. The DNR requires this as a permittee to enforce cross connections and conduct periodic inspections.

Chair Killian noted this had not been routinely reviewed. This ordinance is to repeal the current ordinance and replace with the new required statutory language to bring us up to date.

Parker/D'Alessandro motion to approve sending to the Board an Ordinance to Repeal and Recreate Section 9.03 of the Code of Ordinances of the Village of Williams Bay regulating cross connections. Unanimously carried.

#### **Update from village staff on the implementation of the short-term rental process with Host Compliance.**

Administrator Weiss noted that Host Compliance is actively running, however not live yet. They have actively identified 21 rentals in addition to the 7 tourist rooming houses, plus motel. There is a press release that is ready. Following an ordinance change for quarterly reporting they will be able to register online or in the office. They will be sending out the first letter and have 21 days to comply. The second letter will be a reminder and following a third will be phone calls.

**Recommendation on an Ordinance amending Section 2.11 (4) (a) of the Code of Ordinances of the Village of Williams Bay to require room tax returns to be filed quarterly.**

D'Alessandro/Parker motion to approve. Trustee Killian noted this ordinance was approved last year, but we had adopted the County sample which called for monthly room tax reports, and the Village wishes for it to be quarterly. Trustee D'Alessandro stated the State collects this quarterly and it makes it easier. Unanimously carried.

**Adjourn**

D'Alessandro/Parker motion to Adjourn at 8:53pm. Unanimously carried.

/s/ Diana Dykstra, Village Clerk