



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | vi.williamsbay.wi.gov

Phone: 262-245-2700

OFFICIAL MINUTES VILLAGE BOARD MEETING 5/1/2023 MEETING MONDAY, MAY 1, 2023 AT 6:30 PM

I. Call to Order

President William Duncan called the meeting to order at 06:30pm.

II. Roll Call

Present: President Bill Duncan, Trustee George Vlach, Trustee Jim D'Alessandro, Trustee Lowell Wright, Trustee Robert Umans, Trustee Adam Jaramillo, Trustee Steven Russell

Also Present: Administrator David Lothspeich, Clerk Tina Kolls, Chief Justin Timm, Director of Public Works Wayne Edwards

III. Pledge of Allegiance

The Pledge of Allegiance was recited by all.

IV. Minutes

A. Village Board Meeting Minutes of 4/17/2023

The motion to approve the Village Board Meeting Minutes of 4/17/2023 was initiated by Trustee Umans and seconded by Trustee Vlach. Unanimously carried.

V. Consent Agenda

A. None

VI. Presentation of accounts and petitions

A. Payroll ending 04-21-2023 in the amount of \$45,295.27

The motion to approve the Payroll ending 04-21-2023 in the amount of \$45,295.27 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

B. Accounts Payable Unpaid dated 04-28-2023 in the amount of \$175,112.27

The motion to approve the Accounts Payable Unpaid dated 04-28-2023 in the amount of \$175,112.27 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

C. Library Accounts Payable dated 04-17-2023 in the amount of \$4,911.70

The motion to approve the Library Accounts Payable dated 04-17-2023 in the amount of \$4,911.70 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

VII. Plan Commission

A. None

VIII. Joint Extraterritorial Zoning Committee: pursuant to section 18.171F(A)

- A. None

IX. PUBLIC COMMENTS

Laverne Duncan (341 Pierce Dr.) expressed her thanks to the Public Works Department for their hard work on the sign for Baywood Heights. Ms. Duncan stated how great the sign looked.

X. President's Remarks

President Duncan had no remarks.

XI. Ordinances and Resolutions

A. Second Reading - Ordinance 2023-03 Curfew hours on Friday and Saturday nights

The motion to clarify the amendment to the verbiage "in the village that was to be removed was only the "in the village proceeding "that this section shall not apply to minors while they are returning home from functions authorized by the governing body of any public or parochial school or church" to Ordinance 2023-03 Curfew hours on Friday and Saturday nights was initiated by Trustee Jaramillo and seconded by Trustee Wright. Unanimously carried.

The motion to approve the Second Reading of Ordinance 2023-03 Curfew hours on Friday and Saturday nights was initiated by Trustee Jaramillo and seconded by Trustee Wright. Unanimously carried.

The motion to adopt Ordinance 2023-03 Curfew hours on Friday and Saturday nights was initiated by Trustee Jaramillo and seconded by Trustee Wright. Unanimously carried.

B. Resolution R-13-23 Authorizing Village Engineer, Baxter Woodman, to prepare a bid package for dredging of Geneva Lake at Southwick Creek

The motion to approve Resolution R-13-23 Authorizing Village Engineer, Baxter Woodman, to prepare a bid package for dredging of Geneva Lake at Southwick Creek with the amendment of it being financed from the relocation of Southwick Creek was initiated by Trustee Wright and seconded by Trustee Vlach. Unanimously carried.

XII. Committee Reports

A. Finance & Personnel

- 1. No Report

B. Protective Services

- 1. Original, Renewal, or Temporary Operator License Applications

The motion to approve the Original, Renewal, or Temporary Operator License Applications was initiated by Trustee Vlach and seconded by Trustee Wright. Unanimously carried.

C. Parks & Lakefront

- 1. No Report

D. Building, Zoning, & Ordinance

- 1. No Report

E. Water & Sewer

- 1. No Report

F. Streets & Highways

- 1. No Report

XIII. Public Comments

There were no Public Comments.

XIV. Other Items for Discussion, Consideration, or Action

A. Committee Appointments

The Motion to approve the appointment of Tina Kolls as Village Clerk for a one-year term was initiated by President Duncan and seconded by Trustee Wright. Unanimously carried.

The Motion to approve the appointment of Lori Peternell as Village Treasurer for a one-year term was initiated by President Duncan and seconded by Trustee Wright. Unanimously carried.

The Motion to approve the appointment of SAFEbuilt as Building Inspector for a one-year term was initiated by President Duncan and seconded by Trustee Umans. Unanimously carried.

The Motion to approve the appointment of Schaeffer Municipal Services as Zoning Administrator for a one-year term was initiated by President Duncan and seconded by Trustee Umans. Unanimously carried.

The Motion to approve the appointment of Baker Tilly Virchow Krause, LLP as Village Auditor for a one-year term was initiated by President Duncan and seconded by Trustee Vlach. Unanimously carried.

The Motion to approve the appointment of Baxter & Woodman as Village Engineer for a one-year term was initiated by President Duncan and seconded by Trustee Umans. Unanimously carried.

The Motion to approve the appointment of Consigny Law Firm, S.C. as Village Attorney for a one-year term was initiated by President Duncan and seconded by Trustee Wright. Unanimously carried.

The Motion to approve the appointment of Municipal Code Enforcement as Weed and Tree Commissioner for a one-year term was initiated by President Duncan and seconded by Trustee Umans. Unanimously carried.

The Motion to approve the appointment of the Police Chief as Civil Defence Commissioner for a one-year term was initiated by President Duncan and seconded by Trustee Jaramillo. Unanimously carried.

The Motion to approve the appointment of Lake Geneva Regional News and Kenosha News as the Official Newspaper Designations for a one-year term was initiated by President Duncan and seconded by Trustee Vlach. Unanimously carried.

The Motion to approve the appointment of LaMarr Lundberg as Citizen Representative to the Geneva Lake Environmental Agency was initiated by President Duncan and seconded by Trustee Vlach. Unanimously carried.

The Motion to approve the appointment of Rob Umans as the Village Board Representative to the Geneva Lake Environmental Agency was initiated by President Duncan and seconded by Trustee Wright. Unanimously carried.

The Motion to approve the appointment of Jay Blincoe as Citizen Representative to the Geneva Lake Use Committee was initiated by President Duncan and seconded by Trustee Vlach. Unanimously carried.

The Motion to approve the appointment of Jim D'Alessandro as the Village Board representative to the Geneva Lake Use Committee was initiated by President Duncan and seconded by Trustee Wright. Unanimously carried.

The Motion to approve the appointment of the standing committees as presented below for a one-year term was initiated by President Duncan and seconded by Trustee Vlach. Trustee D'Alessandro was a No. Motion Passes.

Building , Zoning & Ordinances Committee

Adam Jaramillo, Chair

Lowell Wright

Jim D'Alessandro

Finance & Personnel Committee

Lowell Wright, Chair

Rob Umans

Jim D'Alessandro

Parks & Lakefront Committee

Steve Russell, Chair

Lowell Wright

Rob Umans

Protective Services Committee

George Vlach, Chair

Steve Russell

Adam Jaramillo

Water & Sewer Committee

Rob Umans, Chair

Adam Jaramillo

George Vlach

Streets & Highways Committee

Jim D'Alessandro, Chair

Steve Russell

George Vlach

The Motion to approve the Appointment of the Civil Defense Commission as presented below for a one-year term was initiated by President Duncan and seconded by Trustee Wright. Unanimously carried.

Police Chief	Police Chief, Chair
David H. Burrough	Citizen Member
Rich Gluth	Rescue Squad Captain/Citizen
Paul Nicholson	Citizen Member
Doug Smith	Fire Chief/Citizen
Dale Vavra	Citizen Member
George Vlach	Village Board Member/Citizen

The Motion to approve the appointment of John P Marra as a Member to the Ethics Board for a three-year term was initiated by President Duncan and seconded by Trustee Vlach. Unanimously carried.

The Motion to approve the appointment of Tom Lothian as Chair of the Harbor Commission for a three-year term was initiated by President Duncan and seconded by Trustee Vlach. Unanimously carried.

The Motion to approve the appointment of Lowell Wright as Village Trustee Representative to the Harbor Commission for a one-year term was initiated by President Duncan and seconded by Trustee Vlach. Unanimously carried.

The Motion to approve the appointment of Richard Lamkey as a Member of the Harbor Commission for a three-year term was initiated by President Duncan and seconded by Trustee Vlach. Unanimously carried.

The Motion to approve the appointment of Matt Robbins as Member of the Harbor Commission for a three-year term was initiated by President Duncan and seconded by Trustee Vlach. Unanimously carried.

The Motion to approve the appointment of Frank Bonifacic to the Law Enforcement Committee for a three-year term was initiated by President Duncan and seconded by Trustee Vlach. Unanimously carried.

The Motion to approve the appointment of Michael Fieweger as a Citizen Member of the Parks and Memorial Advisory Committee for a three-year term was initiated by President Duncan and seconded by Trustee Umans. Unanimously carried.

The Motion to approve the appointment of Lowell Wright as the Village Board Member to the Plan Commission for a one-year term was initiated by President Duncan and seconded by Trustee Vlach. Unanimously carried.

The Motion to approve the appointment of Lowell Wright as the Village Board Member to the Plan Commission for a one-year term was initiated by President Duncan and seconded by Trustee Vlach. Unanimously carried.

The Motion to approve the appointment of Patt Watts as the Parks & Memorial Board Member to the Plan Commission for a one-year term was initiated by President Duncan and seconded by Trustee Vlach. Unanimously carried.

The Motion to approve the appointment of Marianne Klemke as a Citizen Member to the Plan Commission for a three-year term was initiated by President Duncan and seconded by Trustee Vlach. Unanimously carried.

The Motion to approve the appointment of Adam Jaramillo as the Village Board Representative to the Library Board for a one-year term was initiated by President Duncan and seconded by Trustee Vlach. Unanimously carried.

The Motion to approve the appointment of George Vlach as Chair of the Zoning Board of Appeals for a one-year term was initiated by President Duncan and seconded by Trustee Umans. Unanimously carried.

The Motion to approve the appointment of Rob Umans as the Village Trustee to the Zoning Board of Appeals for a one-year term was initiated by President Duncan and seconded by Trustee Umans. Unanimously carried.

The Motion to approve the appointment of Matt Robbins as the Plan Member to the Zoning Board of Appeals for a three-year term was initiated by President Duncan and seconded by Trustee Umans. Unanimously carried.

The Motion to approve the appointment of Mike Fieweger as the First Alternate to the Zoning Board of Appeals for a three-year term was initiated by President Duncan and seconded by Trustee Umans. Unanimously carried.

The Motion to approve the appointment of the Enhancement Committee as presented below for a one-year term was initiated by President Duncan and seconded by Trustee Vlach. Unanimously carried.

Halina Marra	President
Julie Ann Poplar	Vice President
Rita Pilarski	Treasurer

Connie Gluth	Member
Sharon VanDenBroucke	Member
Mary Jo Petullo	Member
Pat Grove	Member
Sandy Carlson	Member

The Motion to approve the appointment of Maggie Gage to the Joint Extraterritorial Zoning Committee for a three-year term was initiated by President Duncan and seconded by Trustee Wright. Unanimously carried.

The Motion to approve the appointment of Michael O'Brien as Member to the Extraterritorial Zoning Board of Appeals for a three-year term was initiated by President Duncan and seconded by Trustee Vlach. Unanimously carried.

The Motion to approve the appointment of Dennis Costello as a First Alternate to the Extraterritorial Zoning Board of Appeals for a three-year term was initiated by President Duncan and seconded by Trustee Vlach. Unanimously carried.

The Motion to approve the appointment of Spencer Weber as a Second Alternate to the Extraterritorial Zoning Board of Appeals for a three-year term was initiated by President Duncan and seconded by Trustee Vlach. Unanimously carried.

B. Discussion of Village Board and Committee Meetings

Trustee D'Alessandro explained that he would like the Board to consider holding two meetings a month. Trustee D'Alessandro explained that the first Village Board meeting of the month is really just invoices and not really a good use of the board's time. Trustee D'Alessandro explained action items that are on committee agendas should be pulled off and put on a separate committee meeting for discussion and fact-finding reasons.

Trustee Vlach agreed that this could definitely work and the Board could always call a special meeting if needed.

Trustee Wright would like to have the Committee Meeting moved from Wednesdays to the first Monday of the month, being held as the first immediately after the first Village Board meeting. Trustee Wright explained that he feels there is a lot of discussion that happens in committee and that is still going to happen whether it is a committee meeting or a board meeting.

Trustee Umans asked if we could possibly implement time limits as he feels sometimes the Committee chairs are not great at keeping things moving.

Trustee D'Alessandro stated that the Committees have been acting as a Committee of the Whole.

Administrator Lothspeich explained the meeting as a whole and the legal line between the committee and board.

Administrator Lothspeich explained that, with a committee of a whole, everyone votes and there is no action, just a discussion.

Trustee Umans explained that at the Committee meetings only the committee members should vote and discuss.

Administrator Lothspeich explained that as far as time limits go on committee meetings, he feels that after several hours, our minds are no longer clear.

President Duncan explained that he agreed with only the three committee members voting and discussing. President Duncan explained that he had concerns about moving committee meeting to Monday as it may create extra meetings. President Duncan also had concerns about bill paying issues.

Trustee Wright explained that they could hold the meetings two Mondays a month as required by ordinance, the first would be Village Board followed directly by Committee Meetings and the third would be Village Board only. Trustee Wright had questions on the proposed agenda timeframe. Trustee Wright explained that the agenda should be set by Trustees or Chair not by Department Heads.

Administrator Lothspeich explained that it was his intent to give the trustees more time to review and add to the agenda if needed.

C. Clerks Week Proclamation 2023

President Duncan read a Proclamation and proclaimed the week of April 30 - May 6, 2023 as Professional Municipal Clerk's Week.

D. Police Appreciation Proclamation 2023

President Duncan read a Proclamation and proclaimed May 15, 2023 as Peace Officer's Memorial Day and May 15 - May 21, 2023, as Police Appreciation Week.

E. Public Service Recognition Week Proclamation 2023

President Duncan read a Proclamation and proclaimed April 30- May 6, 2023, as Public Service Recognition Week.

XV. Adjournment

The motion to adjourn was initiated by Trustee Vlach and seconded by Trustee D'Alessandro at 07:44pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

These are not official Minutes until approved by the Governing Body.