



# VILLAGE OF WILLIAMS BAY

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## OFFICIAL MINUTES JOINT MEETING OF THE VILLAGE BOARD COMMITTEE OF THE WHOLE & COMMITTEES

**TUESDAY, SEPTEMBER 3, 2024 AT 6:45 PM**  
**VILLAGE HALL COUNCIL ROOM**  
**250 WILLIAMS STREET**  
**WILLIAMS BAY, WI 53191**

### **I. Village Board Committee of the Whole (2 min.)**

#### **a. Call to Order**

President Duncan called the meeting to order at 06:45pm.

#### **b. Roll Call**

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

Also Present: Administrator David Lothspeich, Police Lieutenant Will Kostock, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Treasurer Jennifer Wiese, Clerk Tina Kolls

#### **c. Village Board Committee of the Whole & Committees Meeting Minutes of August 5, 2024**

The motion to approve the Village Board Committee of the Whole & Committees Meeting Minutes of August 5, 2024 as corrected was initiated by Trustee Umans and seconded by Trustee Vlach. Unanimously carried.

### **II. Ad-hoc Tree Preservation Committee Report - Umans, Jaramillo (10 min.)**

#### **a. Request for Two (2) Additional "Trees Fundraiser" Banner Signs and Posting on Village Property**

The motion to recommend Parks & Lakefront Committee approval of Two (2) Additional "Trees Fundraiser" Banner Signs and Posting on Village Property was made by Committee, no second required. Unanimously carried.

### **III. Protective Services Committee – Vlach, Russell, Jaramillo (15 min.)**

#### **a. Call to Order**

Chairman Trustee Vlach called the meeting to order at 06:50pm.

#### **b. Roll Call**

Present: Trustees George Vlach, Steven Russell and Adam Jaramillo

Also Present: President Bill Duncan, Trustees Jim D'Alessandro, Lowell Wright, and Robert Umans, Administrator David Lothspeich, Lieutenant Will Kostock, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Treasurer Jennifer Wiese, Clerk Tina Kolls

#### **c. Fontana Emergency Medical Services (EMS) Monthly Numbers**

The Committee reviewed the Fontana Emergency Medical Services (EMS) Monthly Numbers.

#### **d. Police Departments Monthly Numbers**

The Committee reviewed the Police Departments Monthly Numbers.

**e. Police Chief's Monthly Report**

Police Lieutenant Kostock gave the Police Chief's Monthly Report on the Police Chief's behalf. The highlights were:

- The Williams Bay Lions Club Corn & Brat had a great event with beautiful weather.
- Walworth County's National Night Out which occurred the first Tuesday of the Month was a fun event for all.
- The auction on Wisconsin Surplus has closed; the Police Department was able to sell the old squad and other equipment.
- The Police Department is preparing for the Triathlon which is coming up

**f. Adjourn**

The motion to adjourn was initiated by Trustee Jaramillo and seconded by Trustee Russell at 06:54pm. Unanimously carried.

**IV. Water & Sewer Committee – Umans, Jaramillo, Vlach (25 min.)**

**a. Call to Order**

Chairman Trustee Umans called the meeting to order at 06:54pm.

**b. Roll Call**

Present: Trustees Robert Umans, Adam Jaramillo, and George Vlach

Also Present: President Bill Duncan, Trustees Jim D'Alessandro, Lowell Wright, and Steven Russell, Administrator David Lothspeich, Lieutenant Will Kostock, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Treasurer Jennifer Wiese, Clerk Tina Kolls

**c. Monthly Village Engineers Report**

Village Engineer Snyder gave the Engineer's Report. The highlights included brief updates on:

- STH 67 Reconstruction: East - West Section
- Women's Leadership Center
- Corrosion Control Study
- Willabay Meadows Development
- Antenna Structure on Parcel WWUP 00021A - West of Village Hall
- Street Rehabilitation Program
- Theatre Road Restroom Remodel
- Water Plant Letter Flood Map Revision (LOMR) Assistance
- Harris Road Lift Station (LS 3) Replacement
- Tennis and Basketball at Theatre Road Park
- Well 2 Pump Replacement
- Well 3 Maintenance Inspection
- Geneva Lake Dredging at Southwick Creek
- Building Permit Issue - 178 Clover Street

**d. Well #2 - Change Order and Well Modifications**

The motion to recommend Finance & Personnel Committee approval of the Well #2 - Change Order and Well Modifications was initiated by Trustee Umans and seconded by Trustee Vlach. Unanimously carried.

**e. Well #3 - Pulling and Inspecting**

The motion to recommend Finance & Personnel approval of the Well #3 - Pulling and Replacement not to exceed \$125,000 was initiated by Trustee Umans and seconded by Trustee Vlach. Unanimously carried.

**f. Lift Station #3 - Change Order Re: Exterior Modifications Matching Beach House Design**

The motion to recommend Finance & Personnel approval of the Lift Station #3 - Change Order Re: Exterior Modifications Matching Beach House Design was initiated by Trustee Umans and seconded by Trustee Vlach.

Unanimously carried.

**g. Adjourn**

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Vlach at 07:17pm. Unanimously carried.

**V. Streets & Highways Committee – D'Alessandro, Russell, Vlach (25 min.)**

**a. Call to Order**

Chairman Trustee D'Alessandro called the meeting to order at 07:17pm.

**b. Roll Call**

Present: Trustees Jim D'Alessandro, Steven Russell, and George Vlach

Also Present: President Bill Duncan, Trustees Adam Jaramillo, Lowell Wright, and Rob Umans, Administrator David Lothspeich, Lieutenant Will Kostock, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Treasurer Jennifer Wiese, Clerk Tina Kolls

**c. Discussion and Possible Action on Request From the Property Owner for the Village to Replace Sidewalk on 105 N. Walworth Avenue (WOP 00005).**

The Committee directed Public Works Director Edwards to work with Mike Condron, 105 Walworth, to get quotes to get the sidewalk section repaired.

**d. Discussion and Possible Action on the Temporary Closure of N. Lakeshore at 67 to Thru Traffic for the Fontana Triathlon - Saturday, Sept. 14, 2024**

The motion to recommend Village Board approval of the Temporary Closure of N. Lakeshore at 67 to Thru Traffic for the Fontana Triathlon - Saturday, Sept. 14, 2024 from 7:00am to 12:30pm was initiated by Trustee Vlach and seconded by Trustee Russell. Unanimously carried.

**e. Discussion and Possible Action on a Request by the Baily Estates Homeowners Association for Approval to Temporarily Close Bailey Estates Streets for a Block Party on September 14, 2024.**

The motion to recommend Village Board approval of a request by the Baily Estates Homeowners for Approval to Temporarily Close Bailey Estates Streets Cambridge at Sussex Dr South for a Block Party on September 14, 2024 from 5:00pm to 10:00pm was initiated by Trustee Russell and seconded by Trustee Vlach. Unanimously carried.

**f. Discussion and Possible Action on State of Wisconsin/Municipal Financial Agreement For A State-Let Highway Project Re: STH 67 (Theatre Road to W. Geneva Street - 1.05 miles)**

The motion to recommend Finance & Personnel Committee approval of a State of Wisconsin/Municipal Financial Agreement For A State-Let Highway Project Re: STH 67 (Theatre Road to W. Geneva Street - 1.05 miles) was initiated by Trustee Russell and seconded by Trustee Vlach. Unanimously carried.

**g. Discussion and Possible Action on State of Wisconsin/Municipal Maintenance Agreement For A State-Let Highway Project Re: STH 67 (Theatre Road to W. Geneva Street - 1.05 miles)**

The motion to recommend Finance & Personnel Committee approval of a State of Wisconsin/Municipal Maintenance Agreement For A State-Let Highway Project Re: STH 67 (Theatre Road to W. Geneva Street - 1.05 miles) was initiated by Trustee Russell and seconded by Trustee Vlach. Unanimously carried.

**h. Discussion and Possible Action on Bid(s) Results for Village 2024 Street Paving Program**

The motion to recommend to Finance & Personnel Committee approval of following the Village Engineers recommendation of Rock Road Companies Bid for the Village 2024 Street Paving Program including the 2 alternates and the \$4188 for Geotechnical Testing to be completed by ECS Midwest was initiated by Trustee D'Alessandro and seconded by Trustee Vlach. Unanimously carried.

**i. Discussion and Possible Action on Village Yardwaste Composte Operations**

The Committee directed Public Works Director Edwards to gather options for Village Yardwaste Composte Operations with costs.

**j. Adjourn**

The motion to adjourn was initiated by Trustee Vlach and seconded by Trustee Russell at 08:14pm. Unanimously carried.

## **VI. Parks & Lakefront Committee – Russell, Wright, Umans (30 min.)**

### **a. Call to Order**

Chairman Trustee Russell called the meeting to order at 08:14pm.

### **b. Roll Call**

Present: Trustees Steven Russell, Lowell Wright, and Robert Umans

Also Present: President Bill Duncan, Trustees Adam Jaramillo, Jim D'Alessandro, and George Vlach, Administrator David Lothspeich, Lieutenant Will Kostock, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Treasurer Jennifer Wiese, Clerk Tina Kolls

### **c. Discussion and Possible Action on Yoga Lake Geneva Edgewater Park Use and Policy Contract for Community Yoga Practice in Remembrance of Bill Madlener on September 7, 2024**

The motion to recommend Village Board Approval of the Yoga Lake Geneva Edgewater Park Use and Policy Contract for Community Yoga Practice in Remembrance of Bill Madlener on September 7, 2024 with the fees waived was initiated by Trustee Umans and seconded by Trustee Wright. Unanimously carried.

### **d. Discussion and Possible Action on WBBA Edgewater Park Use and Policy Contract for 3 Day Cultural Event on June 19, 2025 - June 21, 2025**

The motion to recommend Village Board approval of the WBBA Edgewater Park Use and Policy Contract for 3 Day Cultural Event on June 19, 2025 - June 21, 2025 was initiated by Trustee Umans and seconded by Trustee Wright. Unanimously carried.

### **e. Discussion and Possible Action on Additional Banner Signs for the Replacement of Trees Fundraiser**

The motion to recommend Village Board approval of Additional Banner Signs for the Replacement of Trees Fundraiser was initiated by Trustee Umans and seconded by Trustee Wright. Unanimously carried.

### **f. Discussion and Possible Action on Bid(s) for Theatre Road Bathrooms**

The motion to recommend Finance & Personnel Committee approval of the Bid(s) for Theatre Road Bathrooms was initiated by Trustee Russell and seconded by Trustee Wright. Unanimously carried.

### **g. Discussion and Possible Action on Quote(s) to Remove the Village Tennis Courts & Basketball Court Located Immediately North of Stark Street (WWUP 0002)**

The motion to recommend Finance & Personnel Committee approval of the Quote from Odling to Remove the Village Tennis Courts & Basketball Court Located Immediately North of Stark Street (WWUP 0002) not to exceed \$13,250 was initiated by Trustee Russell and seconded by Trustee Umans. Unanimously carried.

### **h. Discussion and Possible Action on Direction to Prepare Request for Proposals (RFP) for Village Piers Installation, Removal and Maintenance**

This item was tabled by the Committee.

### **i. Discussion and Possible Action on Pier Barges Use of Village Lakefront Property**

The Committee directed staff to create a policy and send a letter to both Gage Marine and Austin Pier Services.

### **j. Adjourn**

The motion to adjourn was initiated by Trustee Russell and seconded by Trustee Umans at 08:39pm. Unanimously carried.

## **VII. Finance & Personnel Committee – Wright, D'Alessandro, Umans (20 min.)**

### **a. Call to Order**

Chairman Trustee Lowell Wright called the meeting to order at 08:39pm.

### **b. Roll Call**

Present: Trustees Lowell Wright, Jim D'Alessandro, Robert Umans

Also Present: President Bill Duncan, Trustees Adam Jaramillo, George Vlach, and Steven Russell, Administrator David Lothspeich, Lieutenant Will Kostock, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Treasurer Jennifer Wiese, Clerk Tina Kolls

### **c. Discussion and Possible Action on State of Wisconsin/Municipal Financial Agreement For A State-Let**

Highway Project Re: STH 67 (Theatre Road to W. Geneva Street - 1.05 miles)

The motion to recommend Village Board approval of a State of Wisconsin/Municipal Financial Agreement For A State-Let Highway Project Re: STH 67 (Theatre Road to W. Geneva Street - 1.05 miles) was initiated by Trustee D'Alessandro and seconded by Trustee Umans. Unanimously carried.

- d. Discussion and Possible Action on State of Wisconsin/Municipal Maintenance Agreement For A State-Let Highway Project Re: STH 67 (Theatre Road to W. Geneva Street - 1.05 miles)

The motion to recommend Village Board approval of a State of Wisconsin/Municipal Maintenance Agreement For A State-Let Highway Project Re: STH 67 (Theatre Road to W. Geneva Street - 1.05 miles) was initiated by Trustee Umans and seconded by Trustee D'Alessandro. Unanimously carried.

- e. Discussion and Possible Action on Quote(s) to Remove the Village Tennis Courts & Basketball Court Located Immediately North of Stark Street (WWUP 0002)

The motion to recommend Village Board approval of the Quote from Odling to Remove the Village Tennis Courts & Basketball Court Located Immediately North of Stark Street (WWUP 0002) not to exceed \$13,250 to be funded from Borrowed Funds was initiated by Trustee Umans and seconded by Trustee D'Alessandro. Unanimously carried.

- f. Discussion and Possible Action on Bid(s) Results for Village 2024 Street Paving Program

The motion to recommend Village Board approval of following the Village Engineers recommendation of Rock Road Companies Bid for the Village 2024 Street Paving Program including the 2 alternates and the \$4188 for Geotechnical Testing to be completed by ECS Midwest to be funded from Borrowed Funds was initiated by Trustee D'Alessandro and seconded by Trustee Umans. Unanimously carried.

- g. Discussion and Possible Action on Bid(s) for Theatre Road Bathrooms

The motion to recommend Village Board approval of the Bid for Theatre Road Bathrooms to be funded from the ARPA funds with the remaining \$39,000 to be funded from Borrowed Funds was initiated by Trustee D'Alessandro and seconded by Trustee Umans. Unanimously carried.

- h. Well #2 - Change Order and Well Modifications

The motion to recommend Village Board approval of Well #2 - Change Order and Well Modifications with the funds to be reallocated at a later meeting was initiated by Trustee Umans and seconded by Trustee D'Alessandro. Unanimously carried.

- i. Well #3 - Pulling and Inspecting

The motion to recommend Village Board approval of Well #3 - Pulling and replacement not to exceed \$120,000 with the funds to be reallocated at a later meeting was initiated by Trustee Umans and seconded by Trustee D'Alessandro. Unanimously carried.

- j. Lift Station #3 - Change Order Re: Exterior Modifications Matching Beach House Design

The motion to recommend Village Board approval of the Lift Station #3 - Change Order Re: Exterior Modifications Matching Beach House Design to be funded from borrowed funds was initiated by Trustee Umans and seconded by Trustee D'Alessandro. Unanimously carried.

- k. Discussion and Possible Action Re: Village Board Handbook

The motion to recommend Village Board Approval of a Village Board Handbook was initiated by Trustee D'Alessandro and seconded by Trustee Umans. Unanimously carried.

- l. Monthly Borrowings Status Report

The Committee reviewed the Monthly Borrowing Status Report.

- m. Adjourn

The motion to adjourn was initiated by Trustee D'Alessandro and seconded by Trustee Umans at 08:49pm. Unanimously carried.

## **VIII. Building, Zoning & Ordinance Committee – Jaramillo, Wright, D'Alessandro (20 min.)**

- a. Call to Order

Chairman Trustee Adam Jaramillo called the meeting to order at 08:49pm.

**b. Roll Call**

Present: Trustees Adam Jaramillo, Lowell Wright, and Jim D'Alessandro

Also Present: President Bill Duncan, Trustees Robert Umans, George Vlach, and Steven Russell, Administrator David Lothspeich, Lieutenant Will Kostock, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Treasurer Jennifer Wiese, Clerk Tina Kolls

**c. Discussion and Possible Action on An Ordinance Creating Section 46-15 and Amending Section 128-4 of the Code of Ordinances of the Village of Williams Bay Regarding Payment of Delinquent Financial Obligations as Related to Village Liquor Licenses**

The motion to recommend Village Board approval of an Ordinance Creating Section 46-15 and Amending Section 128-4 of the Code of Ordinances of the Village of Williams Bay Regarding Payment of Delinquent Financial Obligations as Related to Village Liquor Licenses was initiated by Trustee Wright and seconded by Trustee Jaramillo.

The motion to table an Ordinance Creating Section 46-15 and Amending Section 128-4 of the Code of Ordinances of the Village of Williams Bay Regarding Payment of Delinquent Financial Obligations as Related to Village Liquor Licenses was initiated by Trustee D'Alessandro and seconded by Trustee Wright. Trustee Jaramillo, No. Motion carries.

**d. Discussion and Possible Action on An Ordinance Amending the Village Code of Ordinances Re: Procedures for Placing Items on Village Board Agendas**

The motion to recommend Village Board approval of An Ordinance Amending the Village Code of Ordinances Re: Procedures for Placing Items on Village Board Agendas was initiated by Trustee Jaramillo and seconded by None. Motion Failed.

**e. Adjourn**

The motion to adjourn was initiated by Trustee D'Alessandro and seconded by Trustee Wright at 09:16pm. Unanimously carried.

**IX. Village Board Committee of the Whole (15 min.)**

**a. Possible Action on Matters Discussed in Committee (Village Board Committee of the Whole)**

**1. Approval of Yoga Lake Geneva Edgewater Park Use and Policy Contract for Community Yoga Practice in Remembrance of Bill Madlener on September 7, 2024**

The motion to approve the Yoga Lake Geneva Edgewater Park Use and Policy Contract for Community Yoga Practice in Remembrance of Bill Madlener on September 7, 2024 was made by Committee, no second required. Unanimously carried.

**2. Approval of the Temporary Closure of N. Lakeshore at 67 to Thru Traffic for the Fontana Triathlon - Saturday, Sept. 14, 2024**

The motion to approve the Temporary Closure of N. Lakeshore at 67 to Thru Traffic for the Fontana Triathlon - Saturday, Sept. 14, 2024 was made by Committee, no second required. Unanimously carried.

**3. Approval of a Request by the Baily Estates Homeowners Association to Temporarily Close Bailey Estates Streets for a Block Party on September 14, 2024.**

The motion to approve the request by the Baily Estates Homeowners Association to Temporarily Close Bailey Estates Streets for a Block Party on September 14, 2024 was made by Committee, no second required. Unanimously carried.

**4. Approval of Two (2) Additional "Trees Fundraiser" Banner Signs and Posting on Village Property**

The motion to approve Two (2) Additional "Trees Fundraiser" Banner Signs and Posting on Village Property was made by Committee, no second required. Unanimously carried.

**b. Adjournment**

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Wright at 09:17pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk