



VILLAGE OF WILLIAMS BAY

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

MONDAY, OCTOBER 7, 2024 AT 6:45 PM
VILLAGE HALL COUNCIL ROOM
250 WILLIAMS STREET
WILLIAMS BAY, WI 53191

I. Village Board Committee of the Whole

a. Call to Order

President Duncan called the meeting to order at 06:43pm.

b. Roll Call

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

Also Present: Administrator David Lothspeich, Village Attorney Mark Schroeder, Police Chief Justin Timm, Fire Chief Doug Smith, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Recreation Director Ryan Knop, Library Director Joy Schnupp, Clerk Tina Kolls

c. Village Board Committee of the Whole & Committee Meeting Minutes of September 3, 2024

The motion to approve the Village Board Committee of the Whole & Committee Meeting Minutes of September 3, 2024 was initiated by Trustee Umans and seconded by Trustee Wright. Unanimously carried.

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

a. Discussion and Possible Action on the Planting of Trees on Village Property on October 11, 2024

Don Skalla gave an explanation of the location and types of trees that have been selected to be planted on October 11, 2024.

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

a. Call to Order

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

b. Roll Call

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

Also Present: Administrator David Lothspeich, President Bill Duncan, Trustees Rob Umans, George Vlach, and Steve Russell, Village Attorney Mark Schroeder, Police Chief Justin Timm, Fire Chief Doug Smith, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Recreation Director Ryan Knop, Library Director Joy Schnupp, Clerk Tina Kolls

c. Building, Zoning & Ordinances Committee Meeting Minutes of September 25, 2024

The motion to approve the Building, Zoning & Ordinances Committee Meeting Minutes of September 25, 2024 was

initiated by Trustee Wright and seconded by Trustee D'Alessandro. Unanimously carried.

- d. 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 D'Alessandro. Unanimously Carried.

- e. Discussion and Possible Action to Amend the Village Code 253-3 (F) Public Nuisances Affecting Health to Allow Naturalized Areas in Similarly Zoned Public and Institutional Districts

The motion to directed Village Staff to research ways to Amend the Village Code 253-3 (F) Public Nuisances Affecting Health to Allow Naturalized Areas in Similarly Zoned Public and Institutional Districts was initiated by Trustee Jaramillo and seconded by Trustee D'Alessandro. Unanimously Carried.

- f. Discussion and Possible action on Ordinance #2024-04 Creating Section 331-1D. (3) Concerning Variance to The Permitted Trees Requirement

The motion to recommend Village Board approval of Ordinance #2024-04 Creating Section 331-1D. (3) Concerning Variance to The Permitted Trees Requirement was initiated by Trustee D'Alessandro and seconded by Trustee Wright. Unanimously carried.

- g. Adjourn

The motion to adjourn was initiated by Trustee Jaramillo and seconded by Trustee Wright at 07:20pm. Unanimously carried.

IV. Parks & Lakefront Committee – Russell, Wright, Umans (20 min.)

- a. Call to Order

Chairman Trustee Steve Russell called the meeting to order at 07:20pm.

- b. Roll Call

Present: Trustees Steve Russell, Lowell Wright, and Rob Umans

Also Present: Administrator David Lothspeich, President Bill Duncan, Trustees Adam Jaramillo, George Vlach, and Jim D'Alessandro, Village Attorney Mark Schroeder, Police Chief Justin Timm, Fire Chief Doug Smith, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Recreation Director Ryan Knop, Library Director Joy Schnupp, Clerk Tina Kolls

- c. Parks & Lakefront Committee Meeting Minutes of September 16, 2024

The motion to approve the Parks & Lakefront Committee Meeting Minutes of September 16, 2024 was initiated by Trustee Umans and seconded by Trustee Wright. Unanimously carried.

- d. Discussion and Possible Action on the Planting of Trees on Village Property on October 11, 2024

The motion to recommend Village Board Approval of the Planting of Trees on Village Property on October 11, 2024 was initiated by Trustee Umans and seconded by Trustee Wright. Unanimously carried.

- e. Discussion and Possible Action on a Variance Request Regarding Size and Type of Trees to be Planted on Village Land

The motion to recommend Village Board approval of a Variance Request Regarding Size and Type of Trees to be Planted on Village Land was initiated by Trustee Umans and seconded by Trustee Wright. Unanimously carried.

- f. Discussion and Possible Action on Williams Bay Lions Club Request to Install Commemorative Plaque on Edgewater Park Restroom Exterior Wall

The motion to recommend Village Board approval of Williams Bay Lions Club Request to Install Commemorative Plaque on Edgewater Park Restroom Exterior Wall was initiated by Trustee Wright and seconded by Trustee Russell. Unanimously carried.

- g. Discussion and Possible Action on the Addition of A Life Jacket Loaner Board at the Lakefront

The motion to recommend Village Board approval of a Life Jacket Loaner Board at the Lakefront was initiated by Trustee

Wright and seconded by Trustee Umans. Unanimously carried.

h. Adjourn

The motion to adjourn was initiated by Trustee Wright and seconded by Trustee Umans at 07:31pm. Unanimously carried.

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

a. Call to Order

Chairman Trustee Rob Umans called the meeting to order at 07:31pm.

b. Roll Call

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

Also Present: Administrator David Lothspeich, President Bill Duncan, Trustees Jim D'Alessandro, Lowell Wright and Steve Russell, Village Attorney Mark Schroeder, Police Chief Justin Timm, Fire Chief Doug Smith, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Recreation Director Ryan Knop, Library Director Joy Schnupp, Clerk Tina Kolls

c. Discussion and Possible Action on the Replacement of Lead Water Pipes in (3) Homes

The Committee directed Village Engineer Doug Snyder to get estimates on the cost for the replacement of Lead Water Pipes in (3) homes.

d. Discussion and Possible Action on the Purchase of a New Water/Sewer Utility Truck

The Committee directed Public Works Director Edwards to get pricing for a new Water/Sewer Truck.

e. Committee Update on Upper and Lower Loch Vista Watermain Project

The Committee requested the Upper and Lower Loch Vista Watermain Project be moved to 2028.

f. 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 - Improvements to Water Plant
- Willabay Meadows Development
- Antenna Structure on Parcel WWUP 00021A
- Street Rehabilitation Program
- Theatre Road Restroom Remodel
- Water Plant Letter Flood Map Revision
- 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
- Preserve Development - Former GW College
- Bailey Estates Phase 5

g. Adjourn

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Vlach at 07:48pm. Unanimously carried.

VI. Streets & Highways Committee – D'Alessandro, Russell, Vlach (10 min.)

a. Call to Order

Chairman Trustee Jim D'Alessandro called the meeting to order at 07:49pm.

b. Roll Call

Present: Trustees Jim D'Alessandro, Steve Russell, George Vlach

Also Present: Administrator David Lothspeich, President Bill Duncan, Trustees Rob Umans, Adam Jaramillo, and Lowell Wright, Village Attorney Mark Schroeder, Police Chief Justin Timm, Fire Chief Doug Smith, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Recreation Director Ryan Knop, Library Director Joy Schnupp, Clerk Tina Kolls

c. Discussion and Possible Action on STH 67 Storm Drainage Improvements and Additional Survey Request

The motion to recommend Village Board approval of the STH 67 Storm Drainage Improvements and Additional Survey Request was initiated by Trustee D'Alessandro and seconded by Trustee Russell. Unanimously carried.

d. Adjourn

The motion to adjourn was initiated by Trustee Vlach and seconded by Trustee Russell at 07:52pm. Unanimously carried.

VII. Protective Services Committee – Vlach, Russell, Jaramillo (30 min.)

a. Call to Order

Chairman Trustee George Vlach called the meeting to order at 07:52pm.

b. Roll Call

Present: Trustees George Vlach, Steve Russell, and Adam Jaramillo

Also Present: Administrator David Lothspeich, President Bill Duncan, Trustees Rob Umans, George Vlach, and Steve Russell, Village Attorney Mark Schroeder, Police Chief Justin Timm, Fire Chief Doug Smith, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Recreation Director Ryan Knop, Library Director Joy Schnupp, Clerk Tina Kolls

c. Protective Services Committee Meeting Minutes of September 16, 2024

The motion to approve the Protective Services Committee Meeting Minutes of September 16, 2024 was initiated by Trustee Jaramillo and seconded by Trustee Russell. Unanimously carried.

d. Consideration and Possible action on Mack Glass Community DBA World's Tallest Glass Tree Temporary Class "B" and "Class B" Retailer's License Application for the World's Tallest Glass Tree December 6-8, 2024 and December 12-15, 2024

The motion to recommend Village Board approval of the Mack Glass Community DBA World's Tallest Glass Tree Temporary Class "B" and "Class B" Retailer's License Application for the World's Tallest Glass Tree December 6-8, 2024 and December 12-15, 2024 from 11:00am to 8:00pm contingent upon the approval of temporary operators was initiated by Trustee Russell and seconded by Trustee Jaramillo. Unanimously carried.

e. Discussion and Possible Action on a Class C Liquor (Wine Only) Liquor License Application for Clear Water Salon & Day Spa Inc. DBA, Clear Waters Salon Spa

The motion to recommend Village Board approval of a Class C Liquor (Wine Only) Liquor License Application for Clear Water Salon & Day Spa Inc. DBA, Clear Waters Salon Spa was initiated by Trustee Jaramillo and seconded by Trustee Russell. Unanimously carried.

f. Discussion and Possible Action on the Approval of the Annual Update of the Child Safety Zone Map as Required by Ordinance 299

The motion to recommend Village Board approval of the Annual Update of the Child Safety Zone Map as Required by Ordinance 299 was initiated by Trustee Russell and seconded by Trustee Vlach. Trustee Jaramillo abstained Motion carries.

g. Fontana Emergency Medical Services (EMS) Monthly Numbers

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

h. Discussion on a Possible Referendum for Additional Williams Bay Police Department Resources

The motion to recommend Village Board approval of a Referendum for Additional Williams Bay Police Department Resources was initiated by Trustee Vlach and seconded by Trustee Russell. Unanimously carried.

i. Police Department Monthly Numbers

The Committee reviewed the Police Departments Monthly Numbers.

j. Police Chief's Report

Police Chief Timm gave the Police Chief's Monthly Report. The highlights were:

- Williams Bay High Schools Homecoming was successful and Officer Borgan, the School Resource officer, participated.
- The Triathlon went well.
- Trunk or Treat is coming up, and the Police Department will be partnering with the Recreation Department, the Library and the School for that event.
- The Police Department is looking forward to getting out into the public during the Nick Casselli Car show which is coming up.

k. Adjourn

The motion to adjourn was initiated by Trustee Jaramillo and seconded by Trustee Russell at 08:25pm. Unanimously carried.

VIII. Finance & Personnel Committee – Wright, D'Alessandro, Umans (20 mins.)

a. Call to Order

Chairman Trustee Lowell Wright called the meeting to order at 08:25pm.

b. Roll Call

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

Also Present: Administrator David Lothspeich, President Bill Duncan, Trustees George Vlach, Adam Jaramillo, and Steve Russell, Village Attorney Mark Schroeder, Police Chief Justin Timm, Fire Chief Doug Smith, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Recreation Director Ryan Knop, Library Director Joy Schnupp, Clerk Tina Kolls

c. Draft Village Budgets and Capital Improvement Plan (CIP) 2025 - Status Update

The Committee reviewed the 2025 Draft Village Budgets and the 2025 Draft Capital Improvement Plan (CIP).

d. Discussion and Possible Action on a Quote for the Possible Purchase of Badger Books for the 2025 Election Year

The motion to recommend Village Board approval of the Purchase of Badger Books for the 2025 Election Year was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

e. Discussion and Possible Action on the Sewer Lift Station #5 Conference Point Replacement Project

The motion to authorize Doug Snyder to prepare a proposal for the Sewer Lift Station #5 Conference Point Replacement Project was initiated by Trustee Umans and seconded by Trustee Wright. Unanimously carried.

f. Adjourn

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

IX. Village Board Committee of the Whole

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

1. Discussion and Possible action on Ordinance #2024-04 Creating Section 331-1D. (3) Concerning Variance to The Permitted Trees Requirement

The motion to approve the first reading of Ordinance #2024-04 Creating Section 331-1D. (3) Concerning Variance to The Permitted Trees Requirement was made by Committee, no second required. Unanimously carried.

The motion to approve waiving the second reading of Ordinance #2024-04 Creating Section 331-1D. (3) Concerning Variance to The Permitted Trees Requirement was initiated by Trustee Jaramillo and seconded by Trustee Umans. Unanimously carried.

The motion to adopt Ordinance #2024-04 Creating Section 331-1D. (3) Concerning Variance to The Permitted Trees Requirement was initiated by Trustee Jaramillo and seconded by Trustee Umans. Unanimously carried.

2. Discussion and Possible Action on a Variance Request Regarding Size and Type of Trees to be Planted on

Village Land

The motion to approve the Variance Request Regarding Size and Type of Trees to be Planted on Village Land was made by Committee, no second required. Unanimously carried.

3. Discussion and Possible Action on the Planting of Trees on Village Property on October 11, 2024

The motion to approve the Planting of Trees on Village Property on October 11, 2024 was made by Committee, no second required. Unanimously carried.

4. Discussion and Possible Action on the Sewer Lift Station #5 Conference Point Replacement Project

The motion to authorize Doug Snyder to prepare a proposal for the Sewer Lift Station #5 Conference Point Replacement Project was made by Committee, no second required. Unanimously carried.

5. Closed session pursuant to Wis. Stat. Sec. 19.85 (1) (g) conferring with legal counsel for the Village Board who is rendering oral or written advice concerning strategy to be adopted by the Village Board with respect to litigation in which it is or is likely to become involved.

The motion to enter into Closed session pursuant to Wis. Stat. Sec. 19.85 (1) (g) conferring with legal counsel for the Village Board who is rendering oral or written advice concerning strategy to be adopted by the Village Board with respect to litigation in which it is or is likely to become involved was initiated by Trustee Wright and seconded by Trustee Russell at 08:47pm.

The motion to enter into Closed session pursuant to Wis. Stat. Sec. 19.85 (1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: Topography Hospitality, LLC Development Agreement commonly known as *The Preserve Project* was initiated by Trustee Wright and seconded by Trustee Russell at 08:47pm.

Votes:

Yes: President Duncan, Trustees Jaramillo, D'Alessandro, Wright, Umans, Vlach, Russell

No: None

Abstain: None

Result: Passes

The motion to come out of Closed session pursuant to Wis. Stat. Sec. 19.85 (1) (g) conferring with legal counsel for the Village Board who is rendering oral or written advice concerning strategy to be adopted by the Village Board with respect to litigation in which it is or is likely to become involved was initiated by Trustee Vlach and seconded by Trustee Umans at 09:53pm. Unanimously carried.

The motion to come out of Closed session pursuant to Wis. Stat. Sec. 19.85 (1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: Topography Hospitality, LLC Development Agreement commonly known as *The Preserve Project* was initiated by Trustee Vlach and seconded by Trustee Umans at 09:53pm.

6. Closed session pursuant to Wis. Stat. Sec. 19.85 (1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: Topography Hospitality, LLC Development Agreement commonly known as *The Preserve Project*

b. Adjournment

The motion to adjourn was initiated by Trustee D'Alessandro and seconded by Trustee Vlach at 09:54pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk