



VILLAGE OF WILLIAMS BAY

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

Phone: 262-245-2700

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

**MONDAY, MARCH 3, 2025 AT 6:45 PM
WILLIAMS BAY SCHOOL
500 WEST GENEVA STREET (HWY 67)
WILLIAMS BAY, WI 53191**

I. Village Board Committee of the Whole

a. Call to Order

President Duncan called the meeting to order at 08:03pm.

b. Roll Call

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

Present Remotely: Trustees Lowell Wright and Steven Russell

Also Present: Administrator David Lothspeich, Attorney Mark Schroeder, Police Chief Justin Timm, Police Lieutenant Will Kostock, Fontana Fire Chief Richard Manthy Jr., Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Recreation Director Ryan Knop, Library Director Joy Schnupp, Assistant Library Director Emily Sanders, Treasure Jennifer Wiese, Clerk Tina Kolls

- c. Meeting Decorum.** *According to Robert's Rules of Order, meeting decorum means maintaining respectful and orderly behavior during a discussion, including addressing the chair to speak, staying relevant to the topic at hand, avoiding personal attacks, and generally adhering to courteous conduct while debating issues; essentially, ensuring that discussions are focused and civil, with only one person speaking at a time when recognized by the chair. Violators of meeting decorum will be excused from the meeting.*

d. Joint Village Board Committee of the Whole & Committee Meeting Minutes of February 3, 2025

The motion to approve the Joint Village Board Committee of the Whole & Committee Meeting Minutes of February 3, 2025 was initiated by Trustee Umans and seconded by Trustee Vlach. Unanimously carried.

II. Ad-hoc Tree Preservation Committee Report - Umans, Jaramillo (5 min.)

Trustee Umans gave an update on the Tree Enhancement Committee.

III. Streets & Highways Committee – D'Alessandro, Russell, Vlach (15 Min.)

a. Call to Order

Chairman Trustee D'Alessandro called the meeting to order at 08:09pm.

b. Roll Call

Present: Trustees D'Alessandro, Vlach and Russell (remotely)

Also Present: President Duncan, Trustees Wright (remotely), Umans, and Jaramillo, Administrator David Lothspeich, Attorney Mark Schroeder, Police Chief Justin Timm, Police Lieutenant Will Kostock, Fontana Fire Chief Richard Manthy

Jr., Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Recreation Director Ryan Knop, Library Director Joy Schnupp, Assistant Library Director Emily Sanders, Treasure Jennifer Wiese, Clerk Tina Kolls

c. Update on Highway 67 Reconstruction

Village Engineer Doug Snyder gave a brief update on the Highway 67 reconstruction which is estimated to begin 2030-2031.

d. Update on Downtown Master Plan

Trustee D'Alessandro gave a brief recap on the steps that have been taken so far to update the Downtown Master Plan.

e. Adjourn

The motion to adjourn was initiated by Trustee Vlach and seconded by Trustee D'Alessandro at 08:19pm. Unanimously carried.

IV. Protective Services Committee – Vlach, Russell, Jaramillo (15 min.)

a. Call to Order

Chairman Trustee Vlach called the meeting to order at 08:19pm.

b. Roll Call

Present: Trustees Vlach, Jaramillo and Russell (remotely)

Also Present: President Duncan, Trustees Wright (remotely), Umans, and D'Alessandro, Administrator David Lothspeich, Attorney Mark Schroeder, Police Chief Justin Timm, Police Lieutenant Will Kostock, Fontana Fire Chief Richard Manthy Jr., Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Recreation Director Ryan Knop, Library Director Joy Schnupp, Assistant Library Director Emily Sanders, Treasure 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. Williams Bay Police Department Monthly Numbers

The Committee reviewed the Williams Bay Police Department's monthly numbers.

e. Williams Bay Police Chief's Report - Including Police Department Referendum Update

Police Chief Timm gave the Police Chief's Monthly Report as well as his 2024 Annual Report. The highlights were:

- The Police Department has taken on the new radios as of 3/3/2025 and has an expected start date of 5/1/2025.
- There will be a mailer coming out regarding the Public Safety Referendum next week.
- There was a public meeting regarding the referendum at the Barrett Memorial Library on March 4, 2025.
- There are several more public meetings scheduled in the near future, including the Lions Field House and Sherwood Lodge.
- The Police Department had several squads down last week due to unforeseen issues and were down to one squad, but they are back to full capacity now.

f. Adjourn

The motion to adjourn was initiated by Trustee Jaramillo and seconded by Trustee Vlach at 08:26pm. Unanimously carried.

V. Water & Sewer Committee – Umans, Jaramillo, Vlach (10 min.)

a. Call to Order

Chairman Trustee Umans called the meeting to order at 08:26pm.

b. Roll Call

Present: Trustees Umans, Jaramillo and Vlach

Also Present: President Duncan, Trustees Wright, Russell (remotely), and D'Alessandro, Administrator David Lothspeich, Attorney Mark Schroeder, Police Chief Justin Timm, Police Lieutenant Will Kostock, Fontana Fire Chief Richard Manthy Jr., Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Recreation Director Ryan Knop, Library Director Joy Schnupp, Assistant Library Director Emily Sanders, Treasure Jennifer Wiese, Clerk Tina Kolls

- c. Consideration and Possible Action on a Quote From Northland Equipment Company for the New Public Works Water & Sewer Truck

The motion to recommend Finance & Personnel Committee approval on a Quote From Northland Equipment Company for the New Public Works Water & Sewer Truck was initiated by Trustee Jaramillo and seconded by Trustee Vlach. Unanimously carried.

- d. Consideration and Possible Action on Hydrocorp Residential and Non-residential Cross Connection Program Renewal Proposals

The motion to recommend Finance & Personnel Committee approval on Hydrocorp Residential and Non-residential Cross Connection Program Renewal Proposals was initiated by Trustee Vlach and seconded by Trustee Jaramillo. Unanimously carried.

- e. 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 - Improvements to Water Plant
- Theatre Road Restroom Remodel
- Water Plant Letter Flood Map Revision (LOMR) Assistance
- Street Rehabilitation Program
- Harris Road Lift Station (LS 3) Replacement
- Well 2 Pump Replacement
- Well 3 Maintenance Inspection
- Preserve Development - Former GW College
- Park Place CSM
- East Geneva Street Canyon Development - Former Levar
- Nomad Inc. Development on Collie Street

- f. Adjourn

The motion to adjourn was initiated by Trustee Vlach and seconded by Trustee Jaramillo at 08:35pm. Unanimously carried.

VI. Parks & Lakefront Committee – Russell, Wright, Umans (15 min.)

- a. Call to Order

Chairman Russell (remotely) called the meeting to order at 08:35pm.

- b. Roll Call

Present: Trustees Russell, Wright (remotely) and Umans

Also Present: President Duncan, Trustees Vlach, D'Alessandro and Jaramillo, Administrator David Lothspeich, Attorney Mark Schroeder, Police Chief Justin Timm, Police Lieutenant Will Kostock, Fontana Fire Chief Richard Manthy Jr., Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Recreation Director Ryan Knop, Library Director Joy Schnupp, Assistant Library Director Emily Sanders, Treasure Jennifer Wiese, Clerk Tina Kolls

- c. Discussion and Possible Action on Edgewater Park Use and Policy Contract for Williams Bay Lioness Lions Club for Williams Bay Lioness Lions Club Holiday Craft Market on August 30, 2025

The motion to recommend Village Board approval on Edgewater Park Use and Policy Contract for Williams Bay Lioness Lions Club for Williams Bay Lioness Lions Club Holiday Craft Market on August 30, 2025 was initiated by Trustee Russell and seconded by Trustee Wright. Unanimously carried.

- d. Consideration and Possible Action on Change Order # 1 for Theatre Road Restroom Building Remodel

The motion to recommend Finance & Personnel Committee approval on Change Order # 1 for Theatre Road Restroom Building Remodel was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

- e. Discussion and Possible Action on Lions Field Repairs and Improvements Proposal

The motion to recommend Finance & Personnel Committee approval of the Lions Field Repairs and Improvements Proposal not to exceed \$29,830 was initiated by Trustee Russell and seconded by Trustee Umans. Unanimously carried.

f. Adjourn

The motion to adjourn was initiated by Trustee Wright and seconded by Trustee Umans at 08:48pm. Unanimously carried.

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

a. Call to Order

Chairman Trustee Wright (remotely) called the meeting to order at 08:48pm.

b. Roll Call

Present: Trustees Wright (remotely), D'Alessandro, and Umans

Also Present: President Duncan, Trustees Russell (remotely), Vlach, and Jaramillo, Administrator David Lothspeich, Attorney Mark Schroeder, Police Chief Justin Timm, Police Lieutenant Will Kostock, Fontana Fire Chief Richard Manthy Jr., Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Recreation Director Ryan Knop, Library Director Joy Schnupp, Assistant Library Director Emily Sanders, Treasure Jennifer Wiese, Clerk Tina Kolls

c. Consideration and Possible Action on a Quote From Northland Equipment Company for the New Public Works Water & Sewer Truck

The motion to recommend Village Board approval on a Quote From Northland Equipment Company for the New Public Works Water & Sewer Truck was initiated by Trustee D'Alessandro and seconded by Trustee Umans. Unanimously carried.

d. Consideration and Possible Action on Hydrocorp Residential and Non-residential Cross Connection Program Renewal Proposals

The motion to recommend Village Board approval on Hydrocorp Residential and Non-residential Cross Connection Program Renewal Proposals was initiated by Trustee Umans and seconded by Trustee D'Alessandro. Unanimously carried.

e. Consideration and Possible Action on Change Order # 1 for Theatre Road Restroom Building Remodel

The motion to recommend Village Board approval on Change Order # 1 for Theatre Road Restroom Building Remodel was initiated by Trustee Umans and seconded by Trustee D'Alessandro. Unanimously carried.

f. Discussion and Possible Action on Lions Field Repairs and Improvements Proposal

The motion to recommend Village Board Approval on Lions Field Repairs and Improvements Proposal was initiated by Trustee D'Alessandro and seconded by Trustee Umans. Unanimously carried.

g. Adjourn

The motion to adjourn was initiated by Trustee D'Alessandro and seconded by Trustee Umans at 08:57pm. Unanimously carried.

VIII. Village Board Committee of the Whole

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

b. Adjournment

The motion to adjourn was initiated by Trustee Vlach and seconded by Trustee D'Alessandro at 08:58pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk