



VILLAGE OF WILLIAMS BAY

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

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

MONDAY, APRIL 7, 2025 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 06:48pm.

b. Roll Call

Present: President Bill Duncan, Trustees George Vlach, Lowell Wright, Adam Jaramillo, Steven Russell

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

Excused: Trustees Robert Umans & Jim D'Alessandro

- #### 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 March 3, 2025

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

II. Ad-hoc Tree Preservation Committee - Member Trustee Jaramillo

a. Ad-hoc Tree Committee Recommended Tree Plantings for Lions Park

Trustee Jaramillo provided an update on the Tree Planting for the Lions Park.

III. Water & Sewer Committee – Umans, Jaramillo, Vlach

a. Call to Order

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

b. Roll Call

Present: Trustees Jaramillo & Vlach

Also Present: President Duncan, Trustees Wright & Russell, Administrator Lothspeich, Police Chief Timm, Police

Lieutenant Kostock, Fire Chief Smith, Public Works Director Edwards, Library Director Schnupp, Assistant Library Director Sanders, Recreation Director Knop, Village Engineer Snyder, Fontana Fire Chief Manthy Jr, Treasurer Wiese, Clerk Kolls

Excused: Trustees Umans & D'Alessandro

c. 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
- Nomad Inc. Development on Collie Street
- East Geneva Street Canyon Development - Former Levar

d. Adjourn

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

IV. Streets & Highways Committee – D'Alessandro, Russell, Vlach

a. Call to Order

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

b. Roll Call

Present: Trustees Vlach & Russell

Also Present: President Duncan, Trustees Jaramillo & Wright, Administrator Lothspeich, Police Chief Timm, Police Lieutenant Kostock, Fire Chief Smith, Public Works Director Edwards, Library Director Schnupp, Assistant Library Director Sanders, Recreation Director Knop, Village Engineer Snyder, Fontana Fire Chief Manthy Jr, Treasurer Wiese, Clerk Kolls

Excused: Trustees Umans & D'Alessandro

c. Discussion and Possible Action of a Quote from Sherwin Industries, Inc. for a New Graco Traffic Paint Line Striper for the Amount of \$8,598.00

The motion to recommend Village Board approval of the Quote from Sherwin Industries, Inc. for a New Graco Traffic Paint Line Striper for the Amount of \$8,598.00 was initiated by Trustee Russell and seconded by Trustee Vlach. Unanimously carried.

d. Discussion and Possible Action on a Quote from Mid-State Equipment for the Purchase of a Used 2023 RD12L-90 Asphalt Roller in the amount of \$17,900.00

The motion to recommend Village Board approval of the Quote from Mid-State Equipment for the Purchase of a Used 2023 RD12L-90 Asphalt Roller in the amount of \$17,900.00 was initiated by Trustee Russell and seconded by Trustee Vlach. Unanimously carried.

e. Adjourn

The motion to adjourn was initiated by Trustee Vlach and seconded by Trustee Russell at 06:57pm. Unanimously carried.

V. Protective Services Committee – Vlach, Russell, Jaramillo

a. Call to Order

Chairman Trustee Vlach called the meeting to order at 06:57pm.

b. Roll Call

Present: Trustees Vlach, Russell & Jaramillo

Also Present: President Duncan, Trustee Wright, Administrator Lothspeich, Police Chief Timm, Police Lieutenant Kostock, Fire Chief Smith, Public Works Director Edwards, Library Director Schnupp, Assistant Library Director Sanders, Recreation Director Knop, Village Engineer Snyder, Fontana Fire Chief Manthy Jr, Treasurer Wiese, Clerk Kolls

Excused: Trustees Umans & D'Alessandro

c. Fontana Emergency Medical (EMS) Monthly Numbers

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

d. Williams Bay Police Department Monthly Numbers

The Committee reviewed the Williams Bay Police Department Monthly Numbers.

e. Williams Bay Police Chief's Monthly Report

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

- Thank you for the passing of the Public Safety Referendum
- The Police Department is getting ready for Truck-a-polluza
- There will no longer be a court in Williams Bay. It will all be handled by Walworth County.

f. Adjourn

The motion to adjourn was initiated by Trustee Vlach and seconded by Trustee Russell at 07:02pm. Unanimously carried.

VI. Parks & Lakefront Committee – Russell, Wright, Umans

a. Call to Order

Chairman Trustee Russell called the meeting to order at 07:02pm.

b. Roll Call

Present: Trustees Russell & Wright

Also Present: President Duncan, Trustees Vlach & Jaramillo, Administrator Lothspeich, Police Chief Timm, Police Lieutenant Kostock, Fire Chief Smith, Public Works Director Edwards, Library Director Schnupp, Assistant Library Director Sanders, Recreation Director Knop, Village Engineer Snyder, Fontana Fire Chief Manthy Jr, Treasurer Wiese, Clerk Kolls

Excused: Trustees Umans & D'Alessandro

c. Discussion and Possible Action on a Variance Request Regarding Size and Type of Trees to be Planted on Village Land (Lions Park)

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

d. Discussion and Possible Action on Ad-hoc Tree Committee Recommended Tree Plantings for Lyons Park

The motion to recommend Village Board approval of the Ad-hoc Tree Committee Recommended Tree Plantings for Lyons Park was initiated by Trustee Russell and seconded by Trustee Wright. Unanimously carried.

e. Discussion and Possible Action on Edgewater Park Use and Policy Contract Application - Williams Bay Fire Department 59th Annual Chicken Roast – July 17, 2025 thru July 20, 2025.

The motion to recommend Village Board approval of the Edgewater Park Use and Policy Contract Application - Williams Bay Fire Department 59th Annual Chicken Roast – July 17, 2025 thru July 20, 2025. was initiated by Trustee Russell and seconded by Trustee Wright. Unanimously carried.

f. Discussion and Response to City of Lake Geneva Request for Village Contribution Toward Dredging of Lagoon

The motion to recommend Village Board approval of the Response to City of Lake Geneva Request for Village

Contribution Toward Dredging of Lagoon was initiated by Trustee Russell and seconded by Trustee Wright. Unanimously carried.

g. Consideration and Possible Action for Increased Boat Launch Fees

The motion to recommend Village Board approval of the Increased Boat Launch Fees was initiated by Trustee Russell and seconded by Trustee Wright. Unanimously carried.

h. Adjourn

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

VII. Building, Zoning & Ordinance Committee – Jaramillo, Wright, D'Alessandro

a. Call to Order

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

b. Roll Call

Present: Trustees Jaramillo & Wright

Also Present: President Duncan, Trustee Vlach & Russell, Administrator Lothspeich, Police Chief Timm, Police Lieutenant Kostock, Fire Chief Smith, Public Works Director Edwards, Library Director Schnupp, Assistant Library Director Sanders, Recreation Director Knop, Village Engineer Snyder, Fontana Fire Chief Manthy Jr, Treasurer Wiese, Clerk Kolls

Excused: Trustees Umans & D'Alessandro

c. Retirement of Village Zoning Administrator Bonnie Schaffer and Possible Replacement

The Committee directed the Village Staff to advertise for the position of the Zoning Administrator.

d. Adjourn

The motion to adjourn was initiated by Trustee Jaramillo and seconded by Trustee Wright at 07:22pm. Unanimously carried.

VIII. Finance & Personnel Committee – Wright, D'Alessandro, Umans

a. Call to Order

Chairman Trustee Wright called the meeting to order at 07:22pm.

b. Roll Call

Present: Trustee Wright

Also Present: President Duncan, Trustees Vlach, Jaramillo & Russell, Administrator Lothspeich, Police Chief Timm, Police Lieutenant Kostock, Fire Chief Smith, Public Works Director Edwards, Library Director Schnupp, Assistant Library Director Sanders, Recreation Director Knop, Village Engineer Snyder, Fontana Fire Chief Manthy Jr, Treasurer Wiese, Clerk Kolls

Excused: Trustees Umans & D'Alessandro

c. Discussion and Response to City of Lake Geneva Request for Village Contribution Toward Dredging of Lagoon

d. Discussion and Possible Action of a Quote from Sherwin Industries, Inc. for a New Graco Traffic Paint Line Striper for the Amount of \$8,598.00

e. Discussion and Possible Action on a Quote from Mid-State Equipment for the Purchase of a Used 2023 RDI2L-90 Asphalt Roller in the amount of \$17,900.00.

f. Discussion and Possible Action for Increased Boat Launch Fees

g. Village Reserve Balances

h. Financial Recap Year 2024

i. Monthly Borrowed Funds Status Report

j. 2025 Capital Improvements Plan (CIP)

k. Adjourn

Trustee Wright adjourned the meeting as there was not a quorum.

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 a Variance Request Regarding Size and Type of Trees to be Planted on Village Land (Lyons Park)

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

2. Ad-hoc Tree Committee Recommended Tree Plantings for Lyons Park

The motion to approve the Ad-hoc Tree Committee Recommended Tree Plantings for Lyons Park was made by Committee, no second required. Unanimously carried.

3. Response to City of Lake Geneva Request for Village Contribution Toward Dredging of Lagoon

The motion to approve the Response to City of Lake Geneva Request for Village Contribution Toward Dredging of Lagoon was made by Committee, no second required. Unanimously carried.

4. Resolution R-22-25 Approving Edgewater Park Use and Policy Contract Application - Williams Bay Fire Department 59th Annual Chicken Roast – July 17, 2025 thru July 20, 2025.

The motion to approve resolution R-22-25 Approving Edgewater Park Use and Policy Contract Application - Williams Bay Fire Department 59th Annual Chicken Roast – July 17, 2025 thru July 20, 2025. was made by Committee, no second required. Unanimously carried.

5. Resolution R-23-25 Approving A Quote From Sherwin Industries, Inc. for a New Graco Traffic Paint Line Striper in the Amount of \$8,598.00

The motion to approve Resolution R-23-25 Approving A Quote From Sherwin Industries, Inc. for a New Graco Traffic Paint Line Striper in the Amount of \$8,598.00 was initiated by Trustee Vlach and seconded by Trustee Wright. Unanimously carried.

6. Resolution R-24-25 Approving A Quote from Mid-State Equipment for the Purchase of a Used 2023 RDI2L-90 Asphalt Roller in the amount of \$17,900.00.

The motion to approve resolution R-24-25 Approving A Quote from Mid-State Equipment for the Purchase of a Used 2023 RDI2L-90 Asphalt Roller in the amount of \$17,900.00. was initiated by Trustee Vlach and seconded by Trustee Wright. Unanimously carried.

7. Resolution R-25-25 Approving Increased Boat Launch Fees

The motion to approve resolution R-25-25 Approving Increased Boat Launch Fees was initiated by Trustee Russell and seconded by Trustee Vlach. Unanimously carried.

b. Adjournment

The motion to adjourn was initiated by Trustee Wright and seconded by Trustee Vlach at 07:36pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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