



# VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | [vi.williamsbay.wi.gov](http://vi.williamsbay.wi.gov)

Phone: 262-245-2700

## OFFICIAL MINUTES VILLAGE BOARD 4/21/2025 MEETING MONDAY, APRIL 21, 2025 AT 6:30 PM VILLAGE HALL COUNCIL ROOM 250 WILLIAMS STREET WILLIAMS BAY, WI 53191

### I. Call to Order

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

### II. Roll Call

Present: President Adam Jaramillo, Trustees George Vlach, Lowell Wright, Robert Umans, Steven Russell, Mary Bartholomew and Susan Franzen

Also Present: Administrator David Lothspeich, Police Chief Justin Timm, Village Engineer Doug Snyder, Treasurer Jennifer Wiese, Clerk Tina Kolls

### III. Pledge of Allegiance

The Pledge of Allegiance was recited by all.

### IV. Meeting Decorum

- A. 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.*

### V. Minutes

- A. Village Board Meeting Minutes of April 7, 2025

The motion to approve the Village Board Meeting Minutes of April 7, 2025 as corrected was initiated by Trustee Wright and seconded by Trustee Vlach. Trustees Franzen, Bartholomew and Umans abstain. Motion carries.

### VI. Presentation of accounts and petitions

- A. Payroll ending 04-04-2025 in the amount of \$53,166.88

The motion to approve the Payroll ending 04-04-2025 in the amount of \$53,166.88 was initiated by Trustee Wright and seconded by Trustee Vlach. Unanimously carried.

- B. Accounts Payable Prepays dated 04-10-2025 in the amount of \$17,003.80

The motion to approve the Accounts Payable Prepays dated 04-10-2025 in the amount of \$17,003.80 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

- C. Accounts Payable Unpays dated 04-16-2025 in the amount of \$231,118.03

The motion to approve the Accounts Payable Unpays dated 04-16-2025 in the amount of \$231,118.03 was initiated by

Trustee Wright and seconded by Trustee Umans. Unanimously carried.

**D. Library Accounts Payable Prepays dated 04-15-2025 in the amount of \$1,755.19**

The motion to approve the Library Accounts Payable Prepays dated 04-15-2025 in the amount of \$1,755.19 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

**E. Monthly EFT Payments for March 2025 in the amount of \$138,395.97**

The motion to approve the Monthly EFT Payments for March 2025 in the amount of \$138,395.97 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

**F. February 2025 Financial Statement**

The motion to accept the February 2025 Financial Statement was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

**G. 2025 Legal Fees**

The 2025 Legal Fees were presented for information only.

**VII. Plan Commission**

**A. APPLICANT: Dancing Dudes, LLC (Owner), Attorney Christina Green (Agent)**

TAX KEYS: WOP 00088

STREET ADDRESS: 77 N. Walworth Ave, Williams Bay, WI 53191

Applicant requests a recommendation to the Village Board for approval of revised awning signage. The applicant also requests approval for an architectural design alteration to remove the upper floor awnings.

The motion to approve the Applicant requests for an architectural design alteration for awnings as shown on the original plan, window boxes as shown on the original plan, somehow shielding of the vent on the side of the building and accepting the door that was added was initiated by Trustee Russell and seconded by Trustee Wright. Unanimously carried.

**B. APPLICANT: Dan Leahy (Owner), Michael Levitzke, Jr. (Agent)**

TAX KEY: WA506300001

STREET ADDRESS: 178 Clover St, Williams Bay, WI 53191

Applicant requests a recommendation to the Village Board for a conditional use permit per Section 390-0809.D (2) *Fencing Standards*:

The project consists of 6' high semi-private aluminum and composite fencing located along the side lot lines and a 4'6" high gate with 5'6" high pillars located in the street yard.

The motion to Approve a conditional use permit per Section 390-0809.D (2) *Fencing Standards*: The project consists of 6' high semi-private aluminum and composite fencing located along the side lot lines and a 4'6" high gate with 5'6" high pillars located in the street yard was initiated by President Jaramillo and seconded by Trustee Wright.

**Votes:**

Yes: President Jaramillo, Trustees Vlach, Wright, Umans and Russell

No: Trustees Bartholomew and Franzen

Abstain: None

Result: Passed

**C. APPLICANT: Yerkes Future Foundation (Owner)**

TAX KEY: WA518500001

STREET ADDRESS: 373 W. Geneva St, Williams Bay, WI 53191

Applicant requests a recommendation to the Village Board for a temporary use permit for placement of a 40' x 60' tent between the end of April and end of October annually.

The motion to approve a temporary use permit for the placement of a 40' x 60' tent between the end of April and end of October annually was initiated by President Jaramillo and seconded by Trustee Franzen. Trustee Bartholomew abstained. Motion carries.

**D. APPLICANT: Jack Pease, Super Mix, USA (Owner)**

TAX KEY: WA505600002

STREET ADDRESS: South side of Park Place between Constance Blvd. and Dartmouth Rd., Williams Bay, WI 53191

Applicant requests a recommendation to the Village Board for approval of a Certified Survey Map per Section 375.0306 "Minor Land Division Procedures" to divide the existing 2.87 acre parcel into three parcels of nearly 1 acre each.

The motion to approve the Certified Survey Map per Section 375.0306 "Minor Land Division Procedures" to divide the existing 2.87-acre parcel into three parcels of nearly 1 acre each was initiated by President Jaramillo and seconded by Trustee Umans. Unanimously carried.

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

**A. APPLICANTS: Inns of Geneva National, LLC (Owner), Garth Chambers, Paloma Geneva National (Applicant)**

TAX KEY: JGN6000001

STREET ADDRESS: 1091 Hidden Cottage Circle, Town of Geneva, Walworth County, Wisconsin

The applicant requests an amendment to a Conditional Use Permit per 390.1714, *Conditional Use Permit* and 390.1703.V, B-5, *ETZ Planned Commercial-Recreation Business District* to change one of the buildings containing 16 sleeping units to four (4) cottage-style buildings containing 16 sleeping units (each cottage has 4 bedrooms).

The motion to approve an amendment to a Conditional Use Permit per 390.1714, *Conditional Use Permit* and 390.1703.V, B-5, *ETZ Planned Commercial-Recreation Business District* to change one of the buildings containing 16 sleeping units to four (4) cottage-style buildings containing 16 sleeping units (each cottage has 4 bedrooms) was initiated by President Jaramillo and seconded by Trustee Bartholomew. Unanimously carried.

**IX. Public Comments**

- A.** Public Comments Responses - Responses to Public Comments from the previous Village Board Meeting are included in the Meeting Packet Materials Under this Agenda Item
- B.** Public Comments. *Individual public comments will be limited to two (2) minutes maximum. If your comments align with other comments before you, please consider stating that you are in agreement with those comments. The public may speak on any item that is not included on this agenda as a "Public Hearing or Forum." Anyone who wishes to comment should identify himself or herself and provide his or her local address. Board members may discuss any matter raised by the public. However, the Board will refrain from extensive dialogue and should not take action on matters raised by the public during a public comment period. Referrals to committees or staff members might be made. Members may ask the commenter to clarify his or her remarks. The Board President or the presiding officer will maintain control of the meeting.*

Pam Russell, 24 Lower Loch Vista, spoke regarding the awnings on 77 N. Walworth Ave building

Annaliesa Prohuska, 109 Clover St, spoke regarding fencing ordinance

Diane Buckle, 561 Free Church, spoke regarding the awnings on 77 N. Walworth Ave building

Connie Gluth, 95 Lackey Dr, spoke regarding the crosswalk on Frost Drive

**X. President's Remarks**

- A.** Acknowledge Municipal Judge Don Robison Service to the Village.

President Jaramillo acknowledged Municipal Judge Don Robison for his service to the Village.

- B.** Acknowledge Lake Geneva Regional News Reporter Eric Johnson Service to the Village.

President Jaramillo acknowledged former Lake Geneva Regional News Reporter Eric Johnson for his service to the Village.

**XI. Ordinances and Resolutions**

- A.** Resolution R-28-25 Approving the Developer Agreement between the Village of Williams Bay and Jack

Pease. Super Mix, USA (Owner)

TAX KEY: WA505600002

STREET ADDRESS: South side of Park Place between Constance Blvd. and Dartmouth Rd., Williams Bay, WI 53191

Developers Agreement for a Certified Survey Map (CSM) dividing the existing 2.87 acre parcel into three parcels of nearly 1 acre each.

The motion to approve resolution R-28-25 Approving the Developer Agreement between the Village of Williams Bay and Jack Pease. Super Mix, USA (Owner)

TAX KEY: WA505600002 STREET ADDRESS: South side of Park Place between Constance Blvd. and Dartmouth Rd., Williams Bay, WI 53191

Developers Agreement for a Certified Survey Map (CSM) dividing the existing 2.87 acre parcel into three parcels of nearly 1 acre each as corrected was initiated by Trustee Vlach and seconded by Trustee Wright. Unanimously carried.

**B. Resolution R-29-25 Approving of Contract for Construction of Public Works Improvements Related to the Topography The Preserve Development**

The motion to approve resolution R-29-25 Approving of Contract for Construction of Public Works Improvements Related to the Topography The Preserve Development was initiated by Trustee Franzen and seconded by Trustee Vlach. Unanimously carried.

**XII. Committee Reports**

**A. Protective Services, Chair - Trustee Vlach**

**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 Umans. Unanimously carried.

**2. Resolution R-30-25 Granting Temporary Class "B" and "Class B" Retailer's License for Williams Bay Business Association for the Cinco De Mayo Event May 3 & 4, 2025**

The motion to approve resolution R-30-25 Granting Temporary Class "B" and "Class B" Retailer's License for Williams Bay Business Association for the Cinco De Mayo Event May 3, 2025 from 12-6 was made by Committee, no second required. Unanimously carried.

**3. Discussion and Possible Action on a Class B Beer and Class B Liquor License Application for Topography Beverage Company LLC**

The motion to approve a Class B Beer and Class B Liquor License Application for Topography Beverage Company LLC conditioned upon the sale occurs, the current holder surrenders the license and a final inspection is completed by the Williams Bay Police Department regarding the fencing was initiated by Trustee Vlach and seconded by Trustee Franzen. Unanimously carried.

**B. Parks & Lakefront, Chair - Trustee Russell**

**1. Discussion and Possible Action on a Cost Estimate for Replacement of Asphalt at the Williams Bay Launch**

This item was information only.

**XIII. Public Comments**

- A.** *Individual public comments will be limited to two (2) minutes maximum. If your comments align with other comments before you, please consider stating that you are in agreement with those comments. The public may speak on any item that is not included on this agenda as a "Public Hearing or Forum." Anyone who wishes to comment should identify himself or herself and provide his or her local address. Board members may discuss any matter raised by the public. However, the Board will refrain from extensive dialogue and should not take action on matters raised by the public during a public comment period. Referrals to committees or staff members might be made. Members may ask the commenter to clarify his or her remarks. The Board President or the presiding officer will maintain control of the meeting.*

There were no public comments.

#### **XIV. Other Items for Discussion, Consideration, or Action**

**A. Municipal Treasurers Appreciation Week Proclamation**

President Jaramillo read the Municipal Treasurer's Appreciation Week Proclamation.

**B. Arbor Day Proclamation**

President Jaramillo read the Arbor Day Proclamation.

**C. Village Clerk receipt of appeal from the affected party requesting waiver of Chapter 299, Village's sex offenders ordinance.**

The motion to deny the appeal from the affected party requesting waiver of Chapter 299, Village's sex offenders ordinance was initiated by President Jaramillo and seconded by Trustee Vlach. Unanimously carried.

#### **XV. Closed Session Business**

**A. Closed session pursuant to Wis. Stat. Sec. 19.85 (1) (f) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. Re: appeal to Chapter 299 Village Ordinances.**

The Board did not go into closed session.

**B. Motion to Reconvene into Open Session**

**C. Possible Action on Matters Discussed in Closed Session**

#### **XVI. Adjournment**

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Wright at 07:58pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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