



VILLAGE OF WILLIAMS BAY

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

Phone: 262-245-2700

OFFICIAL MINUTES VILLAGE BOARD MEETING 5/19/2025 MEETING MONDAY, MAY 19, 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, Susan Franzen

Also Present: Police Chief Justin Timm, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Recreation Director Ryan Knop, Library Director Joy Schnupp, 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 May 5, 2025

The motion to approve the Village Board Meeting Minutes of May 5, 2025 as corrected was initiated by the Trustee Umans and seconded by Trustee Wright. Unanimously carried.

VI. Consent Agenda

The motion to approve the Consent Agenda as presented was initiated by Trustee Bartholomew and seconded by Trustee Franzen. Unanimously carried.

- A. Resolution R-32-25 Denying Use of Golf Cart as Low Speed Vehicle
- B. Resolution R-33-25 Establishing A Policy On Rural Type Mailboxes
- C. Resolution R-34-25 Authorizing A Memorandum of Understanding Between the Walworth County Sheriff's Office and Village of Williams Bay for Storm Siren Upgrades

VII. Presentation of accounts and petitions

A. Payroll ending 05-02-2025 in the amount of \$55,973.13

The motion to approve the Payroll ending 05-02-2025 in the amount of \$55,973.13 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

B. Accounts Payable Prepaids

1. dated 05/06/2025 in the amount of \$30.00

The motion to approve the Accounts Payable Prepaids dated 05/06/2025 in the amount of \$30.00 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

2. dated 05/07/2025 in the amount of \$150.00

The motion to approve the Accounts Payable Prepaids dated 05/07/2025 in the amount of \$150.00 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

C. Accounts Payable Unpaids dated 05-16-2025 in the amount of \$81,744.06

The motion to approve the Accounts Payable Unpaids dated 05-16-2025 in the amount of \$81,744.06 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

D. Library Accounts Payable Unpaids dated 05-15-2025 in the amount of \$2,654.44

The motion to approve the Library Accounts Payable Unpaids dated 05-15-2025 in the amount of \$2,654.44 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

E. March 2025 Financial Statement

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

VIII. Plan Commission

A. APPLICANT: Dancing Dudes, LLC (Owner)

TAX KEYS: WOP 00088

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

APPLICATION. The applicant requests a recommendation to the Village Board for approval for architectural design alteration to remove the window shutters and to have black metal awnings on the upper level and black cloth awnings on the lower level.

The motion to approve the addition of a door on the north side of the building as it has already been constructed was initiated by Trustee Franzen and seconded by Trustee Valch. Unanimously Carried.

The motion to approve a 90-day architectural review on whether or not the shutters will or will not be included was initiated by President Jaramillo and seconded by Trustee Franzen. Unanimously Carried.

The motion to approve the drawings as presented to the Plan Commission on May 13, 2025 showing black metal awnings on the second-floor north & west faces and black fabric awnings on the lower level facing north & west faces of the building and window boxes as shown in the drawing was initiated by President Jaramillo and seconded by Trustee Wright. Unanimously Carried.

The motion to approve a written opinion as to the feasibility as to the shielding of the vent from the North side of the property to be received within 90-days was initiated by President Jaramillo and seconded by Trustee Umans. Unanimously Carried.

IX. Public Comments

This Public Comments section was moved to after Section V. Minutes.

There were no 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. *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.*

X. President's Remarks

President Jaramillo announced that there would be a Special Village Board Meeting on Friday May 23, 2025 at 8:45AM for the Liquor Licenses of Green Grocer and Clear Water Salon Spa.

XI. Ordinances and Resolutions

- A. Ordinance 2025-05 Repealing Section 281-12 of the Code of Ordinances of the Village of Williams Bay Regarding Launch Area Use (*Second Reading and Adoption*)

The motion to approve the second reading of Ordinance 2025-05 Repealing Section 281-12 of the Code of Ordinances of the Village of Williams Bay Regarding Launch Area Use was initiated by Trustee Franzen and seconded by Trustee Vlach. Unanimously carried.

The motion to adopt Ordinance 2025-05 Repealing Section 281-12 of the Code of Ordinances of the Village of Williams Bay Regarding Launch Area Use 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 as presented was initiated by Trustee Vlach and seconded by Trustee Franzen. Unanimously carried.

XIII. Public Comments

There were no 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.*

XIV. Other Items for Discussion, Consideration, or Action

- A. Emergency Medical Services Week Proclamation

President Jaramillo read the Emergency Medical Services Week Proclamation.

- B. PUBLIC HEARING. Motion to Open Public Hearing Re Hanson's Addition Vacation of Right of Way - East Half of Hanson Street and All of 16.5 Foot Alley Shown on Hanson's Addition - All Interested Parties are Invited to Attend

The motion to open the public hearing was initiated by Trustee Umans and seconded by Trustee Vlach at 07:01PM. Unanimously Carried.

- C.** APPLICANT: Steve Greenberg, SG Investments, LLC (Owner).
TAX KEYS: WHA00003; WHA 00002; WHA 00001; WHA00004; WHA00005; WHA00006
STREET ADDRESS: North Side of E. Geneva St, Between Willabay Drive and Potawatomi Street,
Williams Bay, WI 53191

APPLICATION: Right of Way Vacation for a lot line adjustment, to decrease the number of lots on the Land from fourteen (14) to five (5) and to develop those lots for single-family homes

D. Motion to Close Public Hearing

The motion to close the public hearing was initiated by Trustee Umans and seconded by Trustee Wright at 07:10PM. Unanimously Carried.

E. Consideration and Possible Action on Resolution R-35-25 Final Resolution Vacating the East Half of Hanson Street and All of 16.5 Foot Alley Shown on Hanson's Addition to Williams Bay

The motion to table Resolution R-35-25 Final Resolution Vacating the East Half of Hanson Street and All of 16.5 Foot Alley Shown on Hanson's Addition to Williams Bay until final plan for the development are ready was initiated by Trustee Umans and seconded by Trustee Vlach. Unanimously carried.

The motion to request the Village Attorney conduct a review of Resolution R-35-25 against Village Ordinances was initiated by Trustee Wright and seconded by Trustee Vlach. Unanimously carried.

XV. Adjournment

The motion to adjourn was initiated by Trustee Wright and seconded by Trustee Umans at 07:10pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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