



# VILLAGE OF WILLIAMS BAY

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## OFFICIAL MINUTES VILLAGE BOARD ORGANIZATIONAL MEETING 4/15/2025 MEETING

**TUESDAY, APRIL 15, 2025 AT 5:00 PM**

**VILLAGE HALL COUNCIL ROOM**

**250 WILLIAMS STREET**

**WILLIAMS BAY, WI 53191**

### **I. Clerk Administers Oaths to Newly Elected Officials**

Clerk Kolls administer Oaths to Village President Adam Jaramillo, Village Trustee George Vlach, Village Trustee Susan L. Franzen, and Village Trustee Mary Bartholomew.

- A.** Adam Jaramillo - Village President
- B.** George Vlach - Village Trustee
- C.** Susan L. Franzen - Village Trustee
- D.** Mary Batholomew -Village Trustee

### **II. Call to Order**

President Jaramillo called the meeting to order at 05:04pm.

### **III. Roll Call**

Present: President Adam Jaramillo, Trustees George Vlach, Lowell Wright, Mary Bartholomew, Susan Franzen, Steve Russell (once appointed)

Also Present: Administrator David Lothspeich, Treasurer Jennifer Wiese, Clerk Tina Kolls

Excused: Trustee Rob Umans

### **IV. Pledge of Allegiance**

The Pledge of Allegiance was recited by all.

### **V. President's Report**

- A.** Welcome to Elected Village Trustees

President Jaramillo congratulated all the newly elected officials.

- B.** Village of Williams Bay Elected Officials Handbook and Elected Officials Training Opportunities

President Jaramillo briefly explained the available resources.

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

- A.** R-27-25 Resolution Adopting Village Board Handbook - Amendments Re: Appointments

The motion to approve the R-27-25 Resolution Adopting Village Board Handbook - Amendments Re: Appointments was initiated by Trustee Vlach and seconded by Trustee Wright. Unanimously carried.

- B.** R-25-25 A Resolution Updating Signatory Cards With Various Financial Institutions

The motion to approve the R-25-25 A Resolution Updating Signatory Cards With Various Financial Institutions was initiated by Trustee Franzen and seconded by Trustee Bartholomew. Unanimously carried.

**C. R-26-25 A Resolution Authorizing A Quote For Annual Fireworks Show 2025**

The motion to approve the R-26-25 A Resolution Authorizing A Quote For Annual Fireworks Show 2025 was initiated by Trustee Vlach and seconded by Trustee Franzen. Unanimously carried.

The motion to approve resolution R-26-25 Authorizing a Quote for Annual Fireworks Show 2025 amended to be contingent on staff following up on the possible removal of section 4D was initiated by Trustee Wright and seconded by Trustee Vlach. Unanimously carried.

**VII. Appointments by Village President**

**A. Appointment of Village Trustee (Vacant Trustee Position for One (1) Year)**

The motion to appoint Steve Russell as Village Trustee for the remainder of the vacant position term One (1) Year was initiated by President Jaramillo and seconded by Trustee Wright. Unanimously carried.

**B. Appointments of Members & Chairs for Standing Committees**

The motion to approve the appointment of the standing committees as presented below for a one-year term was initiated by President Jaramillo and seconded by Trustee Vlach. Unanimously carried.

**Building, Zoning & Ordinances Committee**

Susan Franzen, Chair  
George Vlach  
Steve Russell

**Finance & Personnel Committee**

Lowell Wright, Chair  
Rob Umans  
Mary Bartholomew

**Parks & Lakefront Committee**

Steve Russell, Chair  
Lowell Wright  
Susan Franzen

**Protective Services Committee**

George Vlach, Chair  
Rob Umans  
Susan Franzen

**Water & Sewer Committee**

Rob Umans, Chair  
Steve Russell  
Mary Bartholomew

**Streets & Highways Committee**

Mary Bartholomew, Chair  
George Vlach  
Lowell Wright

**C. Appointments to Other Boards, Commissions and Committees**

The motion to approve the appointments as presented below was initiated by President Jaramillo and seconded by Trustee Wright. Unanimously carried.

SAFEBuilt as Building Inspector for One-Year Term

Schaeffer Municipal Services as Zoning Administrator for One-Year Term

Baker Tilly Circhow Krause, LLP as Village Auditor for One-Year Term

Baxter & Woodman as Village Engineer for One-Year Term

Consigny Law Firm, S.C. as Village Attorney for One-Year Term

Accurate Appraisal as Village Assessor for One-Year Term

Municipal Code Enforcement as Weed and Tree Commissioner for a One-Year Term  
Police Chief as Civil Defense Commissioner for a One-Year Term

Lake Geneva Regional News and Kenosha News as the Official Newspaper Designation for a one-year term  
Walworth County Health & Human Services Board as Board of Health for a One-Year Term  
Village Board as the Board of Review for a One-Year Term  
Clerk & Appointed Election Officials as Election Board for a One-Year Term  
LaMarr Lundberg as Citizen Rep and Rob Umans as Village Board Rep to the Geneva Lake Environmental Agency for a One-Year Term  
Colin Doerge as Citizen Rep and Steve Russell as Village Board Rep to the Geneva Lake Use Committee for a One-Year Term  
Adam Jaramillo as Village President Rep to Geneva Lake Law Enforcement Agency for a One-Year Term

Civil Defense Commission as presented below for a One-Year Terms  
Police Chief Timm, Police Chief, Chair  
David H. Burrough, Citizen Member  
Rich Gluth, Rescue Squad Captain/Citizen  
Paul Nicholson, Citizen Member  
Doug Smith, Fire Chief/Citizen  
Dale Vavra, Citizen Member  
George Vlach, Village Board Member/Citizen

Donald Skalla as Chair and Tom Prudden as a Member of the Kishwaukee Board for a five-year term

Colin Doerge as a Member of the Ethics Board for a three-year term

Steve Russell as the Village Board Member of the Harbor Commission for a one-year term

Jack Jones to the Law Enforcement Committee for a three-year term

Jess Haak as Chair and Kendra Wachts (Jenski) as Citizen Member to the Parks and Memorial Advisory Committee for a three-year term

Adam Jaramillo as Village President Member for a two-year term, Lowell Wright as Village Board Member for a one-year term, Michael Fieweger as Parks & Memorial Board Member for a one-year term, Matt Robbins and Jess Haak as Citizen Members to the Plan Commission for three-year terms and Colin Doerge as an Alternate Member for a three-year term

Edgar (Skip) Mosshamer as President, Gretchen Witowich as Vice President, Roberta Rhodin Killian as Member to the Library Board for a three-year term, Lowell Wright as Village Board Member and Dr. William White as the School Board Representative to the Library Board for a one-year term

George Vlach as Chair and Rob Umans as Village Board Member for one-year terms

Enhancement Committee as presented below for a one-year terms  
Halina Marra, President  
Julie Ann Poplar, Vice President  
Rita Pilarski, Treasurer  
Connie Gluth, Member  
Sharon VanDenBroucke, Member  
Mary Jo Petullo, Member  
Pat Grove, Member  
Sandy Carlson, Member

Matt Robbins as Chair to the Joint Extraterritorial Zoning Committee for a three-year term

Don Parker as Chair to the Extraterritorial Zoning Board of Appeals for a three-year term

Robert Umans as Village Trustee Member, Steve Russell as Village Trustee Member, Donald Skalla as KNC Member, Halina Marra as Enhancement Committee Member, and Williams Speare as Cedar Point Homeowners Association Member for one-year terms

Administrator David Lothspeich and George Vlach, Protective Services Chair to the Joint EMS Advisory Committee

#### **VIII. 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.*

#### **IX. Adjournment**

The motion to adjourn was initiated by Trustee Bartholomew and seconded by Trustee Vlach at 05:19pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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