



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 6/16/2025 MEETING MONDAY, JUNE 16, 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: Administrator David Lothspeich, Police Chief Justin Timm, Public Works Director Wayne Edwards, 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 June 2, 2025

The motion to approve the Village Board Meeting Minutes of June 2, 2025 was initiated by Trustee Umans and seconded by Trustee Russell. 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. R-35-25 A Resolution Establishing A Water & Sewer Credit Policy
- B. R-36-25 A Resolution Authorizing A Memorandum of Understanding (MOU) with Walworth County Sheriff Re: Storm Sirens Upgrades
- C. R-37-25 A Resolution Establishing A Policy for Annual Fireworks Show Day of Event Authorization to Proceed Protocol and Authority
- D. R-38-25 A Resolution Authorizing A Memorandum of Understanding (MOU) Between the Village of

Williams Bay and Walworth Township Re: Walworth Township Fire Hydrant/Water Use During Emergencies

- E. R-39-25 A Resolution Approving Amendments to the Village Fee Schedule Re: Boat Launch Fees
- F. R-41-25 Resolution Granting Temporary Class "B" Retailer's License for Williams Bay Fire Department for Chicken Roast July 19, 2025
- G. R-42-25 Resolution Granting Temporary Class "B" Retailer's License for Williams Bay Cultural Arts Alliance for Fine Art Fest July 26 & 27, 2025

VII. Presentation of accounts and petitions

- A. Payroll ending 05-30-2025 in the amount of \$56,842.62

The motion to approve the Payroll ending 05-30-2025 in the amount of \$56,842.62 was initiated by Trustee Umans and seconded by Trustee Russell. Unanimously carried.

- B. Accounts Payable Unpaid dated 06-13-2025 in the amount of \$1,081,035.58

The motion to approve the Accounts Payable Unpaid dated 06-13-2025 in the amount of \$1,081,035.58 was initiated by Trustee Umans and seconded by Bartholomew. Unanimously carried.

- C. Library Accounts Payable dated 06-12-2025 in the amount of \$2,377.56

The motion to approve the Library Accounts Payable dated 06-12-2025 in the amount of \$2,377.56 was initiated by Trustee Umans and seconded by Trustee Franzen. Unanimously carried.

- D. Monthly EFT Payments for May 2025 in the amount of \$170,943.60

The motion to approve the Monthly EFT Payments for May 2025 in the amount of \$170,943.60 was initiated by Trustee Umans and seconded by Trustee Bartholomew. Unanimously carried.

- E. April 2025 Financial Statements

The motion to approve the April 2025 Financial Statements was initiated by Trustee Umans and seconded by Trustee Vlach. Unanimously carried.

The motion to amend the motion from approve the April 2025 Financial Statements to accept the April 2025 Financial Statements was initiated by Trustee Russell and seconded by Trustee Franzen. Unanimously carried.

VIII. Public Comments

These Public Comments were moved to right after the Meeting Minutes.

Don Mason, 508 Wiswell Dr, spoke regarding the GFL smaller garbage cans. Mason spoke about the fact that residents were not given a choice, does not agree with up front charge for smaller bins. Mason stated the bins are not attractive, and the color is horrible.

Julia Kennedy, 452 Smythe Dr, spoke regarding a request for a walkway or sidewalk on Theatre Rd. Kennedy stated that with the amount of traffic, distracted drivers, and how the speed has increased she feels it is unsafe for walking or biking.

Tim Halas, 134 Elmhurst, spoke agreeing with Mr. Mason about the GFL smaller garbage cans. Feels that the \$50 charge is unfair as residents were not given an option. Halas stated the cans are an ugly color and asked if there was anything that could be done to prevent them from being visible from the street. Halas inquired as to the requirements for Topography as to lawn maintenance and stated that the grass is very long. Halas also asked if there were any updates on the final development plan for Topography.

Mike Fieweger, 536 Morgan Dr, spoke regarding GFL and stated that he had never heard of a vendor telling what the charge is. Fieweger requested an update on the Hansen project.

Ryan Wenzel, 387 Fair Oaks Dr, spoke regarding encouraging bible versus which his children were writing on the road in

chalk. Wenzel explained there are no sidewalks in their neighborhood and many neighbors liked the versus. Wenzel questioned why the Village was able to hold a chalk event and requested an exception.

Heather Perkins, 384 Lakewood Dr, spoke regarding how the chalk versus brought joy and how she saw a passion in her children over it. Perkins would like to know why the Village event is different.

- 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.*

IX. President's Remarks

President Jaramillo had no remarks.

X. Ordinances and Resolutions

- A. Ordinance 2025-06 An Ordinance Amending Ordinance 110-5 Village Board Bylaws (D) Amending the Order of Business During Village Board Meetings Re: Moving Public Comment Up On Village Board Agendas Immediately Following Approval of Meeting Minutes. *First reading and possible waiver of second reading for approval.*

The motion to approve the first reading of Ordinance 2025-06 Amending Ordinance 110-5 Village Board Bylaws (D) Amending the Order of Business During Village Board Meetings Re: Moving Public Comment Up On Village Board Agendas Immediately Following Approval of Meeting Minutes was initiated by Trustee Franzen and seconded by Trustee Russell. Unanimously carried.

The motion to waive the second reading and adopt Ordinance 2025-06 Amending Ordinance 110-5 Village Board Bylaws (D) Amending the Order of Business During Village Board Meetings Re: Moving Public Comment Up On Village Board Agendas Immediately Following Approval of Meeting Minutes was initiated by Trustee Vlach and seconded by Trustee Russell. Unanimously carried.

- B. Ordinance 2025-07 An Ordinance Amending the Village Code Chapter 281 Public Waters and Beaches, Article I. General Regulations Establishing Article I. General Regulations Paragraph 281-12. Launch Area Use. *First reading and possible waiver of second reading for approval.*

The motion to approve the first reading of Ordinance 2025-07 Amending the Village Code Chapter 281 Public Waters and Beaches, Article I. General Regulations Establishing Article I. General Regulations Paragraph 281-12. Launch Area Use was initiated by Trustee Franzen and seconded by Trustee Russell. Unanimously carried.

The motion to waive the second reading and adopt Ordinance 2025-07 Amending the Village Code Chapter 281 Public Waters and Beaches, Article I. General Regulations Establishing Article I. General Regulations Paragraph 281-12. Launch Area Use was initiated by Trustee Russell and seconded by Trustee Vlach. Unanimously carried.

- C. Resolution R-40-25 Approving Submission of Wisconsin Department of Natural Resources Compliance Maintenance Annual Report (CMAR) For Year 2024

The motion to approve Resolution R-40-25 Approving Submission of Wisconsin Department of Natural Resources Compliance Maintenance Annual Report (CMAR) For Year 2024 was initiated by Trustee Franzen and seconded by Trustee Umans. Unanimously carried.

XI. 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. Consideration and Possible Action on 2025 Alcohol and Tobacco License Renewals

The motion to approve the Combination Class "B" Fermented Malt Beverage and "Class B" Intoxicating Liquor License Renewal Applications for:

1. Big Bay, LLC, d/b/a Cafe Calamari/Harpoon Willies, 8 East Geneva St., Joshua LaCroix, Agent
 2. Lucke Enterprises, Inc., d/b/a Lucke's Cantina, 220 Elkhorn Rd, Laine Lucke, Agent
 3. Inn Crowd of Como, Inc, d/b/a Bay Party Center, 2 West Geneva St, Sara LaCroix, Agent
- was made by Committee, no second required. Unanimously carried.

The motion to approve the Combination Class "B" Fermented Malt Beverage and "Class B" Intoxicating Liquor License Reserve Renewal Applications for:

1. Gage Marine Corporation, d/b/a Pier 290, 1 Liechty Dr, William Gage, Agent
 2. Bay Cooks, LLC, d/b/a Bay Cooks, 99 N. Walworth Ave, Jonathon Basurto, Agent
- was made by Committee, no second required. Unanimously carried.

The motion to approve Combination Class "A" Fermented Malt Beverage and "Class A" Intoxicating Liquor License Renewal Applications for:

1. Ganesh Foods, Inc, d/b/a Bayside Mart, 156 Elkhorn Rd, Arpita Patel, Agent
 2. GLM Liquor & Grocery, Inc, d/b/a Bell's Store, 659 East Geneva St, Gurpreet Kaur, Agent
 3. Williams Bay Mobil Mart, Inc, d/b/a Williams Bay Mobil, 66 West Geneva St, Singh Gurdarshan, Agent
- was made by Committee, no second required. Unanimously carried.

The motion to approve the Cigarette, Tobacco and Electronic Vaping Device Retail Licenses for:

1. Ganesh Foods, Inc, d/b/a Bayside Mart, 156 Elkhorn Rd, Arpita Patel, Agent
 2. GLM Liquor & Grocery, Inc, d/b/a Bell's Store, 659 East Geneva St, Gurpreet Kaur, Agent
 3. Williams Bay Mobil Mart, Inc, d/b/a Williams Bay Mobil, 66 West Geneva St, Singh Gurdarshan, Agent
- was made by Committee, no second required. President Jaramillo abstained. Motion carries.

B. Parks & Lakefront, Chair - Trustee Russell

1. Geneva Lake E. Coli Response Protocol (Revised) - Geneva Lake Environmental Agency (GLEA). *06/10/25 PL Committee recommendation to accept the revised protocol with the condition that all expenditures to be assessed to the Village have prior approval by the Village.*

The motion to approve the revised Geneva Lake E. Coli Response Protocol - Geneva Lake Environmental Agency (GLEA) was made by Committee, no second required. Unanimously carried.

2. Geneva Lake Algae Bloom Response Protocol - Geneva Lake Environmental Agency (GLEA). *06/10/25 PL Committee recommendation to accept GLEA Algae Bloom Response Protocol.*

The motion to accept the Geneva Lake Algae Bloom Response Protocol - Geneva Lake Environmental Agency (GLEA) was made by Committee, no second required. Unanimously carried.

3. Traffic Congestion at Launch. *06/10/25 PL Committee recommendation: (1) Harbormaster maintain phone system wait list and (2) establishing a "No Left Turn" restriction from E. Geneva Street into the Launch Area for westbound vehicles on weekends and holidays between Memorial Day and Labor Day.*

This item was sent to the Streets & Highways Committee.

C. Streets & Highways, Chair - Trustee Bartholomew

1. Discussion and Possible Action on A Traffic Study of Traffic Calming Measures Along Liechty Drive Between Conference Point Road and S. Walworth Avenue. *6/11/2025 SH Committee recommendation in lieu of speed humps to install stop sign with lighting outline and portable speed sign at the west end of Liechty.*

The motion to recommend the Village Board consider, in lieu of speed humps, to install a stop sign with lighting outline and a portable speed sign at the west end of Liechty was made by Committee, no second required. Unanimously carried.

2. Discussion and Possible Action on a Traffic Study Evaluation of the Need for a Marked Crosswalk at the Following Three Locations on Geneva Street:

(A) Intersection of W. Geneva Street (STH 67) and Oakwood Street. *6/11/25 SH Committee recommendation to Accept SEWRPC Study recommendation that this is not an appropriate location for a crosswalk;*

(B) Crossing of E. Geneva Street at the Kishwauketoe Nature Conservancy Trail Entrance. *6/11/2025 SH Committee recommendations to defer action pursuant to changes to boat launch congestion and*

(C) Intersection of E. Geneva Street and Potawatomi Road. *6/11/2025 SH Committee recommendation to install crosswalk conditioned upon (a) installation of a pedestrian crosswalk sign at street centerline (removable in Winter); (b) installation of "pedestrian crosswalk ahead" warning signage and (c) trim back tree branches in Village ROW in coordination with the Condo Association.*

The motion to install a crosswalk at the intersection of #. Geneva St and Potawatomi Rd with the following conditions, installation of a pedestrian crosswalk sign at street centerline (removable in Winter); (b) installation of "pedestrian crosswalk ahead" warning signage and (c) trim back tree branches in Village ROW in coordination with the Condo Association was made by Committee, no second required. Trustee Russell no. Motion carries.

The motion was amended to send this item to Finance & Personnel for consideration on funding was initiated by President Jaramillo and seconded by Trustee Vlach. Trustee Russell No. Motion carries.

3. Discussion and Possible Action on GFL Garbage Bins. *6/11/2025 SH Committee recommendation for GFL to provide customers with the option to replace their existing 94-gallon carts with smaller 64-gallon containers for all WB customers for an amount not to exceed \$50 per cart, with the exception that all residents with physical limitations be provided the smaller container at no charge per the contract.*

This item was tabled.

4. Discussion on a Timeline for HWY 67 (W Geneva St) Streetscaping Plan. *6/11/2025 SH Committee recommendation for approval of 2004 Teska Streetscape Plan with pedestrian islands located for pedestrian crosswalks at (a) WB School; (b) Constance Blvd and (c) Williams St. and engineering review of possible left turn lane for eastbound traffic at Elkhorn Road.*

The motion to recommend Village Board consideration of approval of 2004 Teska Streetscape Plan with pedestrian islands located for pedestrian crosswalks at (a) WB School; (b) Constance Blvd and (c) Williams St. and engineering review of possible left turn lane for eastbound traffic at Elkhorn Road was made by Committee, no second required. Unanimously carried.

XII. Public Comments

Tom Shaughnessy, 35 Liechty Dr, spoke regarding the speed bump request on Liechty drive requesting that the Board take a second look. Shaughnessy requested that speed bump 2 1/2 years ago. Shaughnessy feels that the traffic going north is nonsense. Shaughnessy stated that the 20mph sign is hidden by the bushes.

- 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.*

XIII. Other Items for Discussion, Consideration, or Action

- A.** Discussion and Possible Action on a Request from Natalie Spruce for a Memorial Tree on the West End of Carlson Park. *6/3/2025 Parks & Memorial Advisory Committee recommendation for approval.*

The motion to approve the a Request from Natalie Spruce for a Memorial Tree with the Tree Commissioner to choose the tree on the West End of Carlson Park was initiated by President Jaramillo and seconded by Trustee Russell. Unanimously carried.

- B.** Discussion and Possible Action on a Memorial Bench for Kirk Krause on top of the hill of the Parking Lot (West Side). *6/3/2025 Parks & Memorial Advisory Committee recommendation for approval.*

The motion to approve a Memorial Bench for Kirk Krause on top of the hill of the Parking Lot (West Side) was initiated by President Jaramillo and seconded by Trustee Umans. Unanimously carried.

- C.** Consideration and Possible Action on Pier Permit for 24 Lower Loch Vista. *WDNR issued permit and Zoning Administrator Allison Schwark confirmed that the proposed modification is in compliance Village Codes.*

The motion to approve the Pier Permit for 24 Lower Loch Vista was initiated by President Jaramillo and seconded by Trustee Vlach. Unanimously carried.

The motion was amended to approve the Pier Permit for 24 Lower Loch Vista contingent on a final survey within 90 days of completion was initiated by Trustee Russell and seconded by Trustee Vlach. Unanimously carried.

- D.** Consideration and Possible Action on Pier Permit for 250 Circle Parkway. *WDNR issued permit and Zoning Administrator Allison Schwark confirmed that the proposed modification is in compliance Village Codes.*

The motion to approve the Pier Permit for 250 Circle Parkway contingent on a final survey within 90 days of completion was initiated by President Jaramillo and seconded by Trustee Umans. Unanimously carried.

- E.** Consideration and Possible Action on Pier Permit for 695 Cedar Point Drive. *WDNR issued permit and Zoning Administrator Allison Schwark confirmed that the proposed new cribbed pier is in compliance Village Codes.*

The motion to approve the Pier Permit for 695 Cedar Point Drive contingent on a final survey within 90 days of completion was initiated by President Jaramillo and seconded by Trustee Umans. Unanimously carried.

XIV. Adjournment

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Russell at 08:04pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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