



VILLAGE OF WILLIAMS BAY

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OFFICIAL MINUTES VILLAGE BOARD MEETING 7/21/2025 MEETING MONDAY, JULY 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, Susan Franzen

Also Present: Administrator David Lothspeich, Police Chief Justin Timm, Fire Chief Doug Smith, Public Works Director Wayne Edwards, 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 July 7, 2025

The motion to approve the Village Board Meeting Minutes of July 7, 2025 was initiated by Trustee Umans and seconded by Trustee Vlach. Unanimously carried.

- B. Special Village Board Meeting Minutes of July 10, 2025

The motion to approve the Special Village Board Meeting Minutes of July 10, 2025 was initiated by Trustee Franzen and seconded by Trustee Russell. Trustee Wright abstained. Motion carries.

VI. Public Comments

John Holmes, 27 N. Walworth, spoke in opposition to the action designating the existing parking stalls located on N. Walworth Avenue in front of 77 N Walworth Avenue, commonly known as the Green Grocer building (SE corner N. Walworth Ave and W. Geneva St) as "No Parking - Delivery Truck Loading Zone". Holmes asked that the Board not remove the spaces but rather have them request trucks that fit in the parking lot.

Danny McGovern, 35 N. Walworth, spoke regarding parking in the Downtown Master Plan inquiring if there were any

plan for parking? McGovern suggested the lot across the street from 77 N Walworth as possible public parking.

Andrew Mose, 23 N. Walworth, spoke regarding concerns about the delivery zone for Green Grocer. Mose stated that the problems are not exclusive to Green Grocer. Mose would like this item delayed so that there could be further discussion on other options. Mose stated there are other issues such as Gage, Pier 290 deliveries, golf carts, and scooters which are all hazards. Mose stated that the view is obstructed for anyone going left or southbound. Mose requested the Village Board give it more time.

Jack Jones, 34 Elm St, stated that he agreed with everyone who spoke before him and thanked the Village Board for listening to concerns. Jones stated that Green Grocer employees park on Elm for 8-12 hours a day. Jones requested 2 hour parking on Elm. Jones stated he shouldn't have to save spots on his street for his own guests.

Tim Halas, 134 Elmhurst Ct., spoke regarding the beach rules, specifically the snorkels. Halas asked if this was specific from beach to orange buoys or extending out to the white buoys in the swim area. Halas asked why there was a restriction on snorkels.

Bill White, Williams Bay School District Administrator, spoke about a three-phase playground project. Phase one is a play area for 3 and 4-year olds with a fenced-in area. Phase two is a middle school area which includes a better area, being located in the back by the softball fields, which will allow it to be utilized by the Williams Bay Recreation Department. Phase three is a pavilion which will be used as an outdoor education area which can be utilized by the Williams Bay Recreation Department. White stated they intend to raise the full \$200,000 by fundraising. White explained they would be approaching the Lions Club in August. White stated the School District would like this project to be a joint endeavor with the Village and would like to use the Village name in its fundraising efforts.

- 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.*

VII. Consent Agenda

The motion to approve the Consent Agenda as adjusted was initiated by Trustee Wright and seconded by Trustee Vlach. Unanimously carried.

- A. Approval of An Edgewater Park Use and Policy Contract for Kishwaukee Nature Conservancy for a Board Picnic & Cookout on July 24, 2025
- B. Approval of Lions Club Donation of Shelters at the Village Dog Parks
- C. R-43-25 A Resolution 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 Re: Traffic Congestion at Launch.
- D. R-44-25 A Resolution Approving The First Amendments to The 2025 Village Budget for the Addition of A Full-Time Police Officer in Current Year 2025
- E. R-45-25 A Resolution Amending Beach Rules, Including Establishing Age and Supervision Requirements at the Williams Bay Beach

The Motion to remove R-45-25 A Resolution Amending Beach Rules, Including Establishing Age and Supervision

Requirements at Williams Bay Beach from the consent agenda to discuss separately was initiated by Trustee Russell and seconded by Trustee Franzen. Unanimously carried.

Item tabled for further review regarding snorkeling.

- F. R-46-25 A Resolution Authorizing Replacement of An Existing Stop Sign With A Stop Sign with Lighting Outline for Eastbound Liechty Drive and S. Williams Street
- G. R-47-25 A Resolution Authorizing the Installation of a Crosswalk at the Intersection of E. Geneva Street and Potawatomi Road Including: 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 Neighboring Condo Association.
- H. R-48-25 A Resolution Authorizing Disposal of Village Property - Police Department 2014 Squad Car

The motion to remove R-48-25 A Resolution Authorizing Disposal of Village Property - Police Department 2014 Squad Car from the consent agenda was initiated by Trustee Vlach and seconded by Trustee Franzen. Unanimously carried.

The motion to approve resolution R-48-25 Authorizing Disposal of Village Property - Police Department 2014 Squad Car was initiated by Trustee Vlach and seconded by Trustee Umans. Unanimously carried.

- I. R-49-25 A Resolution Amending Village Credit Card Limits and Authorized Employees

VIII. Presentation of accounts and petitions

- A. Payroll ending 07-11-2025 in the amount of \$57,762.89

The motion to approve the Payroll ending 07-11-2025 in the amount of \$57,762.89 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

- B. Accounts Payable Unpays dated 07-18-2025 in the amount of \$344,583.92

The motion to approve the Accounts Payable Unpays dated 07-18-2025 in the amount of \$344,583.92 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

- C. Library Accounts Prepays dated 07-11-2025 in the amount of \$3,808.39

The motion to approve the Library Accounts Prepays dated 07-11-2025 in the amount of \$3,808.39 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

- D. Monthly EFT Payments for June 2025 in the amount of \$165,640.33

The motion to approve the Monthly EFT Payments for June 2025 in the amount of \$165,640.33 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

- E. May 2025 Financial Statements

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

- F. 2025 Second Quarter Legal Fees

The motion to approve the 2025 Second Quarter Legal Fees was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

IX. President's Remarks

- A. Congratulations and Thanks to the Williams Bay Volunteer Fire Department and everyone else involved in the 59th Annual Chicken Roast

President Jaramillo gave congratulations and thanks to the Williams Bay Volunteer Fire Department and everyone involved in the 59th Annual Chicken Roast.

- B. Appointment of Village Representative Re: Police Union Contract Negotiations. *Protective Services Committee Chair Vlach, Finance & Personnel Committee Chair Wright, Police Chief Timm and Administrator Lothspeich*

President Jaramillo announced that the Village representatives regarding Police Union Contract Negotiations have been selected and are Protective Services Committee Chair Trustee Vlach, Finance & Personnel Committee Chair Trustee

Wright, Williams Bay Police Chief Timm, and Administrator Lothspeich.

X. Committee Reports

A. Parks & Lakefront, Chair - Trustee Russell

1. Report of the July 16, 2025 Meeting

Parks & Lakefront Committee Chairman Trustee Russell gave a brief report from the July 16, 2025, meeting.

B. Ad-hoc Tree Preservation Committee - Trustee Umans

1. Report of the July 17, 2025 Meeting. Request for permission to plant up to seventeen (17) trees on the Village Triangle Property (WWUP00087A)

Tree Enhancement Committee Chairman Trustee Umans gave a brief report from the July 17, 2025, meeting.

C. Streets & Highways, Chair - Trustee Bartholomew

1. Discussion and Possible Action on a Request to Install Temporary Banners on Village Property for the Williams Bay Farmer's Market at the following locations: **(a)** West Geneva Street at N. Lakeshore Drive and **(b)** East Geneva Street at Village Triangle Property (WWUP00087A)

The motion to approve the request to Install Temporary Banners on Village Property for the Williams Bay Farmer's Market at the following locations: **(a)** West Geneva Street at N. Lakeshore Drive and **(b)** East Geneva Street at Village Triangle Property (WWUP00087A) was initiated by Trustee Vlach and seconded by Trustee Russell. Trustee Wright, No. Motion carries.

2. Discussion and Possible Action on Designating the Existing Parking Stalls Located on N. Walworth Avenue in Front of 77 N. Walworth Avenue, Commonly Known as The Green Grocer Building (SE Corner N. Walworth Ave and W. Geneva St) as "No Parking - Delivery Truck Loading Zone"

The motion to deny approval of Designating the Existing Parking Stalls Located on N. Walworth Avenue in Front of 77 N. Walworth Avenue, Commonly Known as The Green Grocer Building (SE Corner N. Walworth Ave and W. Geneva St) as "No Parking - Delivery Truck Loading Zone" was initiated by Trustee Vlach and seconded by Trustee Wright. Unanimously carried.

XI. Public Comments

Jacob Schmidt, 419 W Geneva St, Requested to be included in the lead service line proposal request. Schmidt asked to be added as their house is one of the four houses that have lead service lines.

Chris Anderson, 85 Highland, Spoke regarding Resolution R-50-25 asking what steps were next? Anderson inquired if the proposal included in the agenda packet included cutting through her deck. Anderson requested more information regarding the proposal as it includes her property.

- 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.*

XII. Ordinances and Resolutions

- A. R-50-25 A Resolution Authorizing Approval of Two (2) Quotes From Odling Construction Inc. for the Replacement of Two (2) Residential Lead Service Lines With Reimbursement of the Private Portion by the Property Owner**

The motion to approve R-50-25 A Resolution Authorizing Approval of Two (2) Quotes From Odling Construction Inc. for the Replacement of Two (2) Residential Lead Service Lines With Reimbursement of the Private Portion by the Property

Owner was initiated by Trustee Franzen and seconded by Trustee Umans. Unanimously carried.

- B. R-51-25 A Resolution Designating the Existing Parking Stalls Located on N. Walworth Avenue in Front of 77 N Walworth Avenue, Commonly Known as The Green Grocer Building (SE Corner N. Walworth Ave and W. Geneva St) as "No Parking - Delivery Truck Loading Zone"

This item was denied, no further action needed.

- C. 2025-07 An Ordinance Amending Sections 308-1, 308-5, 308-13 and 308-22 Chapter 308 Section 5 *Management of Lead-acid Batteries, Major Appliances, Waste Oil and Yard Waste and Electronic Waste of the Code of Ordinance of the Village of Williams Bay Regulating Solid Waste and Recycling* for Consistency with The Village's Current Waste Haulers Contract. *First reading and possible waiver of second reading for approval.*

The motion to approve the first reading of Ordinance 2025-07 Amending Sections 308-1, 308-5, 308-13 and 308-22 Chapter 308 Section 5 *Management of Lead-acid Batteries, Major Appliances, Waste Oil and Yard Waste and Electronic Waste of the Code of Ordinance of the Village of Williams Bay Regulating Solid Waste and Recycling* for Consistency with The Village's Current Waste Haulers Contract was initiated by Trustee Franzen and seconded by Trustee Umans. Unanimously carried.

The motion to waive the second reading of Ordinance 2025-07 Amending Sections 308-1, 308-5, 308-13 and 308-22 Chapter 308 Section 5 *Management of Lead-acid Batteries, Major Appliances, Waste Oil and Yard Waste and Electronic Waste of the Code of Ordinance of the Village of Williams Bay Regulating Solid Waste and Recycling* for Consistency with The Village's Current Waste Haulers Contract was initiated by Trustee Franzen and seconded by Trustee Russell. Unanimously carried.

The motion to adopt Ordinance 2025-07 Amending Sections 308-1, 308-5, 308-13 and 308-22 Chapter 308 Section 5 *Management of Lead-acid Batteries, Major Appliances, Waste Oil and Yard Waste and Electronic Waste of the Code of Ordinance of the Village of Williams Bay Regulating Solid Waste and Recycling* for Consistency with The Village's Current Waste Haulers Contract was initiated by Trustee Vlach and seconded by Trustee Bartholomew. Unanimously carried.

XIII. Other Items for Discussion, Consideration, or Action

- A. Approval of the Request to Install Temporary Banners on Village Property for the Williams Bay Farmer's Market at the following locations: **(a)** West Geneva Street at N. Lakeshore Drive and **(b)** East Geneva Street at Village Triangle Property (WWUP00087A)

This item was approved, no further action needed.

XIV. Adjournment

The motion to adjourn was initiated by Trustee Bartholomew and seconded by Trustee Russell at 08:02pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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