



VILLAGE OF WILLIAMS BAY

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OFFICIAL MINUTES JOINT MEETING OF THE VILLAGE BOARD COMMITTEE OF THE WHOLE & COMMITTEES

TUESDAY, SEPTEMBER 2, 2025 AT 6:45 PM
WILLIAMS BAY SCHOOL DISTRICT
250 THEATRE ROAD
WILLIAMS BAY, WI 53191

THIS MEETING WILL BE LIVE-STREAMED ON THE WILLIAMS BAY SCHOOL DISTRICT'S YOUTUBE PAGE. PLEASE SEE THE FOLLOWING LINK:

<https://youtube.com/live/iJdT6C34R7E?feature=share>

I. Village Board Committee of the Whole

a. Call to Order

President Jaramillo called the meeting to order at 09:20pm.

b. Roll Call

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

Also Present: Administrator David Lothspeich, Police Chief Justin Timm, Police Lieutenant Will Kostock, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Library Director Joy Schnupp, Assistant Library Director Emily Sanders, Recreation Director Ryan Knop, Treasurer Jennifer Wiese, Clerk Tina Kolls

- c.** 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.*

d. Joint Village Board Committee of the Whole & Committees Meeting Minutes of August 4, 2025

The motion to approve the Joint Village Board Committee of the Whole & Committees Meeting Minutes of August 4, 2025 was initiated by Trustee Umans and seconded by Trustee Bartholomew. Unanimously carried.

II. Parks & Lakefront Committee – Russell, Wright, Franzen

a. Call to Order

Chairman Trustee Russell called the meeting to order at 09:21pm.

b. Roll Call

Present: Trustees Russell, Wright and Franzen

Also Present: President Jaramillo, Trustees Bartholomew, Umans, and Vlach, Administrator David Lothspeich, Police

Chief Justin Timm, Police Lieutenant Will Kostock, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Library Director Joy Schnupp, Assistant Library Director Emily Sanders, Recreation Director Ryan Knop, Treasurer Jennifer Wiese, Clerk Tina Kolls

- c. Discussion and Possible Action on an Edgewater Park Use and Policy Contract for American Legion Post 102 for Veterans Suicide Prevention 5K Walk/Run on September 20, 2025

The motion to recommend Village Board approval of the Edgewater Park Use and Policy Contract for American Legion Post 102 for Veterans Suicide Prevention 5K Walk/Run on September 20, 2025 was initiated by Trustee Russell and seconded by Trustee Franzen. Trustees Russell, Wright and Franzen all No. Motion Fails.

- d. Adjourn

The motion to adjourn was initiated by Trustee Wright and seconded by Trustee Franzen at 09:22pm. Unanimously carried.

III. Building, Zoning & Ordinance Committee – Franzen, Vlach, Russell

- a. Call to Order

Trustee Franzen called the meeting to order at 09:22pm.

- b. Roll Call

Present: Trustees Franzen, Vlach, and Russell

Also Present: President Jaramillo, Trustees Bartholomew, Umans, and Wright, Administrator David Lothspeich, Police Chief Justin Timm, Police Lieutenant Will Kostock, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Library Director Joy Schnupp, Assistant Library Director Emily Sanders, Recreation Director Ryan Knop, Treasurer Jennifer Wiese, Clerk Tina Kolls

- c. Discussion and Possible Action on An Ordinance Renumbering Sections 128-8 and Creating Section 128-8 of the Code of Ordinances Regulating Licenses for the Sale of Alcohol Beverages. *Establishing standards for renewal of unused liquor licenses*

The motion to table Ordinance Renumbering Sections 128-8 and Creating Section 128-8 of the Code of Ordinances Regulating Licenses for the Sale of Alcohol Beverages. *Establishing standards for renewal of unused liquor licenses* was initiated by Trustee Franzen and seconded by Trustee Russell. Unanimously carried.

- d. Discussion and Possible Action on Amending Ordinances 390-0310 M. Tourist Rooming House and Code 205, Article III, Short-Term Rental of Residential Dwellings, Including Fees, Enforcement and Penalties

The motion to table Ordinances 390-0310 M. Tourist Rooming House and Code 205, Article III, Short-Term Rental of Residential Dwellings, Including Fees, Enforcement and Penalties was initiated by Trustee Franzen and seconded by Trustee Russell. Unanimously carried.

- e. Adjourn

The motion to adjourn was initiated by Trustee Russell and seconded by Trustee Vlach at 09:23pm. Unanimously carried.

IV. Protective Services Committee – Vlach, Umans, Franzen

- a. Call to Order

Chairman Trustee Vlach called the meeting to order at 09:23pm.

- b. Roll Call

Present: Trustees Vlach, Umans and Franzen

Also Present: President Jaramillo, Trustees Bartholomew, Wright, and Russell, Administrator David Lothspeich, Police Chief Justin Timm, Police Lieutenant Will Kostock, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Library Director Joy Schnupp, Assistant Library Director Emily Sanders, Recreation Director Ryan Knop, Treasurer Jennifer Wiese, Clerk Tina Kolls

- c. Discussion and Possible Action on an Application for Temporary "Class B" Retailers License for Friends of Kishwauketoe NPO for the KNC Wine Walk from 2:00pm to 5:00pm on September 27, 2025

The motion to recommend Village Board approval of the Temporary "Class B" Retailers License for Friends of

Kishwauketoe NPO for the KNC Wine Walk from 2:00pm to 5:00pm on September 27, 2025 was initiated by Trustee Vlach and seconded by Trustee Umans. Trustee Franzen abstained. Motion carries.

- d.** Discussion and Possible Action on an Application for a Temporary Class "B"/"Class B" Retailers License for Mack Glass Community DBA World's Tallest Glass Tree for the World's Tallest Glass Tree Event on December 5, 6, 7, 12, 13, 14, and 15 2025

The motion to recommend Village Board approval of the Temporary Class "B"/"Class B" Retailers License for Mack Glass Community DBA World's Tallest Glass Tree for the World's Tallest Glass Tree Event on December 5, 6, 7, 12, 13, 14, and 15 2025 was initiated by Trustee Vlach and seconded by Trustee Umans. Unanimously carried.

- e.** Conditional Offer for Police Officer Position

The motion to recommend Village Board approval of the Conditional Offer for Police Officer Position was initiated by Trustee Vlach and seconded by Trustee Umans. Unanimously carried.

- f.** Adjourn

The motion to adjourn was initiated by Trustee Vlach and seconded by Trustee Umans at 09:30pm. Unanimously carried.

V. Village Board Committee of the Whole

- a.** Possible Action on Matters Discussed in Committee (Village Board Committee of the Whole)

- 1.** Discussion and Possible Action on an Edgewater Park Use and Policy Contract for American Legion Post 102 for Veterans Suicide Prevention 5K Walk/Run on September 20, 2025

No action was taken. This item was not recommended by the Committee.

- 2.** Discussion and Possible Action on an Application for Temporary "Class B" Retailers License for Friends of Kishwauketoe NPO for the KNC Wine Walk from 2:00pm to 5:00pm on September 27, 2025

The motion to approve the Temporary "Class B" Retailers License for Friends of Kishwauketoe NPO for the KNC Wine Walk from 2:00pm to 5:00pm on September 27, 2025 was made by Committee, no second required. Unanimously carried.

- 3.** Conditional Offer for Police Officer Position

The motion to approve the Conditional Offer for Police Officer Position was made by Committee, no second required. Unanimously carried.

- b.** Adjournment

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Wright at 09:32pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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