



VILLAGE OF WILLIAMS BAY

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

**MONDAY, SEPTEMBER 15, 2025 AT 6:45 PM
VILLAGE HALL COUNCIL ROOM
250 WILLIAMS STREET
WILLIAMS BAY, WI 53191**

I. Village Board Committee of the Whole

a. Call to Order

President Jaramillo called the meeting to order at 06:50pm.

b. Roll Call

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

Also Present: Administrator David Lothspeich, Police Chief Justin Timm, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Recreation Director Ryan Knop, Treasurer Jennifer Wiese, Clerk Tina Kolls

c. Joint Village Board Committee of the Whole & Committees Meeting Minutes of September 2, 2025

The motion to approve the Joint Village Board Committee of the Whole & Committees Meeting Minutes of September 2, 2025 was initiated by Trustee Umans and seconded by Trustee Bartholomew. Unanimously carried.

d. 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.*

II. Ad-hoc Tree Enhancement Committee Report - Umans, Russell

a. Report of the September 11, 2025 Meeting

Trustee Umans gave a brief update of the September 11, 2025 Tree Enhancement Committee Meeting.

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

a. Call to Order

Chairman Trustee Russell called the meeting to order at 06:54pm.

b. Roll Call

Present: Trustees Russell, Wright and Franzen

Also Present: President Jaramillo, Trustees Vlach, Umans and Bartholomew, Administrator Lothspeich, Police Chief Timm, Village Engineer Snyder, Public Works Director Edwards, Recreation Director Knop, Treasurer Wiese, Clerk 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. Unanimously carried.

d. Discussion and Possible Action on Phase 3 Tree Planting at the Triangle Park Location on October 4, 2025

The motion to recommend Village Board approval of Phase 3 Tree Planting at the Triangle Park Location on October 4, 2025 was initiated by Trustee Russell and seconded by Trustee Wright. Unanimously carried.

e. Discussion and Possible Action on Releasing a Request for Proposal (RFP) for Bids on a Three (3) Year Contract for Annual Pier Installation and Removal

The motion to recommend Village Board approval of Releasing a Request for Proposal (RFP) for Bids on a Three (3) Year Contract for Annual Pier Installation and Removal was initiated by Trustee Russell and seconded by Trustee Wright. Unanimously carried.

f. Adjourn

The motion to adjourn was initiated by Trustee Wright and seconded by Trustee Franzen at 06:59pm. Unanimously carried.

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

a. Call to Order

Chairman Trustee Franzen called the meeting to order at 06:59pm.

b. Roll Call

Present: Trustees Franzen, Vlach, and Russell

Also Present: President Jaramillo, Trustees Bartholomew, Umans, and Wright, Administrator Lothspeich, Police Chief Timm, Village Engineer Snyder, Public Works Director Edwards, Recreation Director Knop, Treasurer Wiese, Clerk 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*

No action was taken.

d. Discussion 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 Committee discussed Amending Ordinance 390-0310 M. Tourist Rooming House and Code 205, Article III, Short-Term Rental of Residential Dwellings, Including Fees, Enforcement and Penalties. No action was taken.

e. Adjourn

The motion to adjourn was initiated by Trustee Russell and seconded by Trustee Vlach at 07:20pm. Unanimously carried.

V. Protective Services Committee – Vlach, Umans, Franzen

a. Call to Order

Chairman Trustee Vlach called the meeting to order at 07:20pm.

b. Roll Call

Present: Trustees Vlach, Umans and Franzen

Also Present: President Jaramillo, Trustees Bartholomew, Wright, and Russell, Administrator Lothspeich, Police Chief Timm, Village Engineer Snyder, Public Works Director Edwards, Recreation Director Knop, Treasurer Wiese, Clerk Kolls

c. Discussion and Possible Action on an Application for a Temporary Class "B"/"Class B" Retailers License for Williams Bay Lions Club for the Williams Bay Lions Club Nick Caselli Rocking Car Show on October 11, 2025

The motion to recommend Village Board approval of an Application for a Temporary Class "B"/"Class B" Retailers License for Williams Bay Lions Club for the Williams Bay Lions Club Nick Caselli Rocking Car Show on October 11, 2025 was initiated by Trustee Umans and seconded by Trustee Franzen. Unanimously carried.

d. WE Energies Grant Request

The motion to table a WE Energies Grant Request was initiated by Trustee Umans and seconded by Trustee Franzen. Unanimously carried.

e. Discussion and Possible Action on Proposed Addition to The Existing Williams Bay Fire/EMS Station Located at 5 East Geneva Street (WOP 00086) and Other Possible Options

There was no action taken.

f. Adjourn

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Franzen at 07:31pm. Unanimously carried.

VI. Water & Sewer Committee – Umans, Russell, Bartholomew

a. Call to Order

Chairman Trustee Umans called the meeting to order at 07:31pm.

b. Roll Call

Present: Trustees Umans, Russell, and Bartholomew

Also Present: President Jaramillo, Trustees Wright, Vlach, and Franzen Administrator Lothspeich, Police Chief Timm, Village Engineer Snyder, Public Works Director Edwards, Recreation Director Knop, Treasurer Wiese, Clerk Kolls

c. Discussion and Possible Action on Fully Paying Off Existing Water Loan

The motion to recommend Finance & Personnel Committee approval of Fully Paying Off Existing Water Loan from Borrowed funds was initiated by Trustee Umans and seconded by Trustee Bartholomew. Unanimously carried.

d. Discussion and Possible Action on Change Order #2 From August Winter & Sons, Inc. For The Water Treatment Facility in the Amount of \$99,945.00

The motion to recommend Finance & Personnel Committee approval of Change Order #2 From August Winter & Sons, Inc. For The Water Treatment Facility in the Amount of \$99,945.00 from Safe water loan overrun was initiated by Trustee Umans and seconded by Trustee Russell. Unanimously carried.

e. Village Engineers Report

Village Engineer Snyder gave the Engineer's Report. The highlights included brief updates on:

- STH 67 Reconstruction East-West Section
- Women's Leadership Center
- Corrosion Control Study - Improvements to Water Plant
- Water Plant Letter Flood Map Revision (LOMR) Assistance
- Street Rehabilitation Program
- Harris Road Lift Station (LS 3) Replacement
- Well 2 Pump Replacement/Well 3 Pump Replacement
- Preserve Development - Former GW College
- Park Place CSM
- East Geneva Street Canyon Development - Former Levar
- Willabay Meadows Subdivision - Final Development Plan
- Theatre Road Tennis and Basketball Court - Warranty Item
- Sanitary Sewer Replacement

f. Adjourn

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Bartholomew at 07:47pm. Unanimously carried.

VII. Finance & Personnel Committee – Wright, Umans, Bartholomew

a. Call to Order

Chairman Trustee Wright called the meeting to order at 07:47pm.

b. Roll Call

Present: Trustees Wright, Umans, and Bartholomew

Also Present: President Jaramillo, Trustees Vlach, Russell and Franzen, Administrator Lothspeich, Police Chief Timm, Village Engineer Snyder, Public Works Director Edwards, Recreation Director Knop, Treasurer Wiese, Clerk Kolls

c. WE Energies Grant Request

There was no action taken.

d. Discussion and Possible Action on Fully Paying Off Existing Water Loan

The motion to recommend Village Board approval of Fully Paying Off Existing Water Loan in the amount of between \$324,000 and \$326,000 from borrowed funds was initiated by Trustee Umans and seconded by Trustee Wright. Unanimously carried.

e. Discussion and Possible Action on Change Order #2 From August Winter & Sons, Inc. For The Water Treatment Facility in the Amount of \$99,945.00

The motion to recommend Village Board approval of Change Order #2 From August Winter & Sons, Inc. For The Water Treatment Facility in the Amount of \$99,945.00 from the safe water loan was initiated by Trustee Umans and seconded by Trustee Wright. Unanimously carried.

f. Discussion and Possible Action on A Proposal For Community Connect Payment System

The motion to table the Proposal For Community Connect Payment System was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

g. Adjourn

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Bartholomew at 08:01pm. Unanimously carried.

VIII. 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

The motion to approve the Edgewater Park Use and Policy Contract for American Legion Post 102 for Veterans Suicide Prevention 5K Walk/Run on September 20, 2025 was made by Committee, no second required. Unanimously carried.

2. Discussion and Possible Action on an Application for a Temporary Class "B"/"Class B" Retailers License for Williams Bay Lions Club for the Williams Bay Lions Club Nick Caselli Rocking Car Show on October 11, 2025

The motion to approve the Application for a Temporary Class "B"/"Class B" Retailers License for Williams Bay Lions Club for the Williams Bay Lions Club Nick Caselli Rocking Car Show on October 11, 2025 was made by Committee, no second required. President Jaramillo abstained. Motion carries.

3. Discussion and Possible Action on Phase 3 Tree Planting at the Triangle Park Location on October 4, 2025

The motion to approve the Phase 3 Tree Planting at the Triangle Park Location on October 4, 2025 was made by Committee, no second required. Unanimously carried.

4. Discussion and Possible Action on Change Order #2 From August Winter & Sons, Inc. For The Water Treatment Facility in the Amount of \$99,945.00

The motion to approve Change Order #2 From August Winter & Sons, Inc. For The Water Treatment Facility in the Amount of \$99,945.00 was made by Committee, no second required. Unanimously carried.

b. Adjournment

The motion to adjourn was initiated by Trustee Wright and seconded by Trustee Umans at 08:03pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk