



VILLAGE OF WILLIAMS BAY

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

MONDAY, OCTOBER 6, 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 07:25pm.

b. Roll Call

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

Also Present: Administrator David Lothspeich, Police Chief Justin Timm, Fontana Chief Rick Manthy, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Recreation Director Ryan Knop, Library Director Joy Schnupp, 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 September 15, 2025

The motion to approve the Joint Village Board Committee of the Whole & Committees Meeting Minutes of September 15, 2025 was initiated by Trustee Umans and seconded by Trustee Russell. Unanimously carried.

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

a. Call to Order

Chairman Trustee Umans called the meeting to order at 07:26pm.

b. Roll Call

Present: Trustees Umans, Russell and Bartholomew

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

c. Water & Sewer Committee Meeting Minutes of September 2, 2025

The motion to approve the Water & Sewer Committee Meeting Minutes of September 2, 2025 was initiated by Trustee Bartholomew and seconded by Trustee Russell. Unanimously carried.

d. Consideration and Possible Action Recommending Approval of Water Rate Increases

The motion to recommend Village Board approval of Water Rate Increases was initiated by Trustee Umans and seconded by Trustee Bartholomew. Unanimously carried.

e. Discussion and Possible Action on A Resolution Approving Four (4) Agreements for the Replacement of Lead Water Service Lines for the following Four (4) Properties:

- (1)** 49 Oakwood Street, Williams Bay. *Replacement of the Private Lead Service Line Paid by the Property Owner;*
- (2)** 85 Highland Road, Williams Bay. *Replacement of the Public Lead Service Line Paid by the Village and Replacement of the Private Lead Service Line Paid by the Property Owner.*
- (3)** 90 Highland Road, Williams Bay. *Replacement of the Public Lead Service Line Paid by the Village and Replacement of the Private Lead Service Line Paid by the Property Owner.*
- (4)** 419 W. Geneva Street, Williams Bay. *Replacement of the Private Lead Service Line Paid by the Property Owner;*

The motion to recommend Finance & Personnel approval of the Four (4) Agreements for the Replacement of Lead Water Service Lines for the following Four (4) Properties:

- (1)** 49 Oakwood Street, Williams Bay. *Replacement of the Private Lead Service Line Paid by the Property Owner;*
- (2)** 85 Highland Road, Williams Bay. *Replacement of the Public Lead Service Line Paid by the Village and Replacement of the Private Lead Service Line Paid by the Property Owner.*
- (3)** 90 Highland Road, Williams Bay. *Replacement of the Public Lead Service Line Paid by the Village and Replacement of the Private Lead Service Line Paid by the Property Owner.*
- (4)** 419 W. Geneva Street, Williams Bay. *Replacement of the Private Lead Service Line Paid by the Property Owner;* was initiated by Trustee Umans and seconded by Trustee Bartholomew. Unanimously carried.

f. Consideration and Possible Action Recommending Approval of Borrowed Funds Transfer In the Amount of \$1,704,529 From Being Allocated to Sewer Borrowed Fund Projects to the Borrowed Water Fund Projects. *Reversing the transfer of this amount from Water Fund to Sewer Borrowed Funds in January 2025*

The motion to recommend Finance & Personnel Committee approval of Borrowed Funds Transfer In the Amount of \$1,704,529 From Being Allocated to Sewer Borrowed Fund Projects to the Borrowed Water Fund Projects. *Reversing the transfer of this amount from Water Fund to Sewer Borrowed Funds in January 2025* was initiated by Trustee Umans and seconded by Trustee Russell. Unanimously carried.

g. Authorizing the Prepayment of an Existing Water Promissory Note for the Repainting of An Elevated Water Reservoir in the Estimated Amount of \$326,903. *Exact Payoff Amount to Be Confirmed by the Lender.*

The motion to recommend Finance & Personnel Committee approval of Authorizing the Prepayment of an Existing Water Promissory Note for the Repainting of An Elevated Water Reservoir in the Estimated Amount of \$326,903. *Exact Payoff Amount to Be Confirmed by the Lender.* was initiated by Trustee Bartholomew and seconded by Trustee Russell. Unanimously carried.

h. 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
- Water Plant Letter Flood Map Revision (LOMR) Assistance
- Corrosion Control Study - Improvements to Water Plant
- Street Rehabilitation Program
- Harris Road Lift Station (LS 3) Replacement
- Well 2 Pump Replacement/Well 3 Pump Replacement
- Park Place CSM
- Preserve Development - Former GW College
- East Geneva Street Canyon Development - Former Levar
- Willabay Meadows Subdivision - Final Development Plan

- Sanitary Sewer Replacement
- Bailey Estates - Drainage Dedication and Phase 6

i. Adjourn

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Russell at 08:00pm. Unanimously carried.

III. Protective Services Committee – Vlach, Umans, Franzen

a. Call to Order

Chairman Trustee Vlach called the meeting to order at 08:00pm.

b. Roll Call

Present: Trustees Vlach, Umans and Franzen

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

c. Protective Services Committee Meeting Minutes of September 2, 2025

The motion to approve the Protective Services Committee Meeting Minutes of September 2, 2025 was initiated by Trustee Umans and seconded by Trustee Franzen. Unanimously carried.

d. Fontana Emergency Medical (EMS) Monthly Numbers

The Committee reviewed the Fontana Emergency Medical (EMS) Monthly Numbers.

e. Williams Bay Police Department Monthly Numbers

The Committee reviewed the Williams Bay Police Department Monthly Numbers.

f. Williams Bay Police Chief's Monthly Report

Police Chief Timm did not give a report.

g. Adjourn

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Franzen at 08:09 pm. Unanimously carried.

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

a. Call to Order

Chairman Trustee Franzen called the meeting to order at 08:09 pm.

b. Roll Call

Present: Trustees Franzen, Vlach and Russell

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

c. Building, Zoning & Ordinance Committee Meeting Minutes of July 7, 2025

The motion to approve the Building, Zoning & Ordinance Committee Meeting Minutes of July 7, 2025 was initiated by Trustee Vlach and seconded by Trustee Russell. Unanimously carried.

d. Adjourn

The motion to adjourn was initiated by Trustee Russell and seconded by Trustee Vlach at 08:09 pm. Unanimously carried.

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

a. Call to Order

Chairman Trustee Russell called the meeting to order at 08:10 pm.

b. Roll Call

Present: Trustees Russell, Wright, and Franzen

Also Present: President Jaramillo, Trustees, Bartholomew, Umans, and Vlach, Administrator Lothspeich, Police Chief Timm, Fontana Chief Manthy, Village Engineer Snyder, Public Works Director Edwards, Recreation Director Knop, Library Director Schnupp, Treasurer Wiese, Clerk Kolls

c. Parks & Lakefront Committee Meeting Minutes

The motion to approve the Parks & Lakefront Committee Meeting Minutes of September 2, 2025 and September 11, 2025 was initiated by Trustee Franzen and seconded by Trustee Wright. Unanimously carried.

1. September 2, 2025

2. September 11, 2025

d. Discussion and Possible Action on Accepting the Lifeguard Services Agreement for the 2026 Summer Season

The motion to recommend Finance & Personnel Committee approval of the Lifeguard Services Agreement for the 2026 Summer Season was initiated by Trustee Russell and seconded by Trustee Franzen. Unanimously carried.

e. Adjourn

The motion to adjourn was initiated by Trustee Wright and seconded by Trustee Franzen at 08:12 pm. Unanimously carried.

VI. Streets & Highways Committee – Bartholomew, Vlach, Wright

a. Call to Order

Chairman Trustee Bartholomew called the meeting to order at 08:13 pm.

b. Roll Call

Present: Trustees Bartholomew, Vlach and Wright

Also Present: President Jaramillo, Trustees, Umans, Russell and Franzen, Administrator Lothspeich, Police Chief Timm, Fontana Chief Manthy, Fire Chief Smith, Village Engineer Snyder, Public Works Director Edwards, Recreation Director Knop, Library Director Schnupp, Treasurer Wiese, Clerk Kolls

Excused:

c. Streets & Highways Committee Meeting Minutes

The motion to approve the Streets & Highways Committee Meeting Minutes of June 11, 2025 and September 2, 2025 as corrected was initiated by Trustee Vlach and seconded by Trustee Wright. Unanimously carried.

1. June 11, 2025

2. September 2, 2025

d. Discussion and Possible Action on Application for Wisconsin Economic Development Connect Communities Program

The motion to recommend Village Board approval of the Application for the Wisconsin Economic Development Connect Communities Program was initiated by Trustee Vlach and seconded by Trustee Wright. Unanimously carried.

e. GFL Waste Hauler Smaller 65-gallon Containers Availability Options

Trustee Bartholomew shared the GFL Waste Hauler Smaller 65-gallon Containers Availability Options Information.

f. Adjourn

The motion to adjourn was initiated by Trustee Wright and seconded by Trustee Bartholomew at 08:25 pm. Unanimously carried.

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

a. Call to Order

Chairman Trustee Wright called the meeting to order at 08:25 pm.

b. Roll Call

Present: Trustees Wright, Umans, and Bartholomew

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

Excused:

c. Finance & Personnel Committee Meeting Minutes

The motion to approve the Finance & Personnel Committee Meeting Minutes of September 15, 2025, September 16, 2025, September 17, 2025, September 19, 2025, September 22, 2025 and October 1, 2025 was initiated by Trustee Umans and seconded by Trustee Bartholomew. Unanimously carried.

1. September 15, 2025
2. September 16, 2025
3. September 17, 2025
4. September 19, 2025
5. September 22, 2025
6. October 1, 2025

d. Discussion and Consideration of Accepting the Audited Financial Statements and Supplemental Information for Prior Year 2024

The motion to recommend Village Board acceptance of the Audited Financial Statements and Supplemental Information for Prior Year 2024 was initiated by Trustee Umans and seconded by Trustee Bartholomew. Unanimously carried.

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

The motion to recommend Village Board approval of a Proposal For Community Connect Payment System was initiated by Trustee Umans and seconded by Trustee Bartholomew. Unanimously carried.

f. Discussion and Possible Action on A Resolution Approving Four (4) Agreements for the Replacement of Lead Water Service Lines for the following Four (4) Properties:

- (1)** 49 Oakwood Street, Williams Bay. *Replacement of the Private Lead Service Line Paid by the Property Owner;*
- (2)** 419 W. Geneva Street, Williams Bay. *Replacement of the Private Lead Service Line Paid by the Property Owner;*
- (3)** 85 Highland Road, Williams Bay. *Replacement of the Public Lead Service Line Paid by the Village and Replacement of the Private Lead Service Line Paid by the Property Owner.*
- (4)** 90 Highland Road, Williams Bay. *Replacement of the Public Lead Service Line Paid by the Village and Replacement of the Private Lead Service Line Paid by the Property Owner.*

The motion to recommend Village Board approval of the Resolution Approving Four (4) Agreements for the Replacement of Lead Water Service Lines for the following Four (4) Properties:

- (1)** 49 Oakwood Street, Williams Bay. *Replacement of the Private Lead Service Line Paid by the Property Owner;*
- (2)** 419 W. Geneva Street, Williams Bay. *Replacement of the Private Lead Service Line Paid by the Property Owner;*
- (3)** 85 Highland Road, Williams Bay. *Replacement of the Public Lead Service Line Paid by the Village and Replacement of the Private Lead Service Line Paid by the Property Owner.*
- (4)** 90 Highland Road, Williams Bay. *Replacement of the Public Lead Service Line Paid by the Village and Replacement of the Private Lead Service Line Paid by the Property Owner* was initiated by Trustee Umans and seconded by Trustee Bartholomew. Unanimously carried.

g. Consideration and Possible Action Recommending Approval of Borrowed Funds Transfer In the Amount of \$1,704,529 From Being Allocated to Sewer Borrowed Fund Projects to the Borrowed Water Fund Projects. *Reversing the transfer of this amount from Water Fund to Sewer Fund Borrowed Funds in January 2025.*

The motion to recommend Village Board approval of Borrowed Funds Transfer In the Amount of \$1,704,529 From Being Allocated to Sewer Borrowed Fund Projects to the Borrowed Water Fund Projects. *Reversing the transfer of this amount from Water Fund to Sewer Fund Borrowed Funds in January 2025* was initiated by Trustee Umans and seconded by Trustee Bartholomew. Unanimously carried.

- h. Consideration and Possible Action on the General Fund Debt Service Levy Cover A Larger Allocation of Debt Service (\$150,000) for 2026 Conditioned Upon the Sewer Debt Service Repaying This Amount in Debt Service Allocations in 2027 to Reduce Fluctuations in the 2026 Village Tax Levy

This item was for Information only and will be added to a future Water & Sewer Committee Agenda.

- i. Discussion and Possible Action on Accepting the Lifeguard Services Agreement for the 2026 Summer Season

The motion to recommend Village Board approval on Accepting the Lifeguard Services Agreement for the 2026 Summer Season was initiated by Trustee Bartholomew and seconded by Trustee Umans. Unanimously carried.

- j. Discussion and Possible Action on 2026 Janitorial Service Agreement Between Village of Williams Bay and Janesville Janitor Service & Industrial Supply, Inc.

There was no motion made on this item.

- k. Monthly Borrowings Status Report

There was no report.

- l. Adjourn

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Bartholomew at 08:39 pm. Unanimously carried.

VIII. Village Board Committee of the Whole

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

- b. Consideration and Possible Action Approving Water Rate Increases

The motion to approve the Water Rate Increases was made by Committee, no second required. Motion carries.

Votes:

Yes: President Jaramillo, Trustees Bartholomew, Wright, Umans, Russell, Franzen

No: Trustee Vlach

Abstain: None

Result: Passes

- c. Discussion and Possible Action on A Resolution Approving Four (4) Agreements for the Replacement of Lead Water Service Lines for the following Four (4) Properties:
 - (1) 49 Oakwood Street, Williams Bay. *Replacement of the Private Lead Service Line Paid by the Property Owner;*
 - (2) 85 Highland Road, Williams Bay. *Replacement of the Public Lead Service Line Paid by the Village and Replacement of the Private Lead Service Line Paid by the Property Owner.*
 - (3) 90 Highland Road, Williams Bay. *Replacement of the Public Lead Service Line Paid by the Village and Replacement of the Private Lead Service Line Paid by the Property Owner.*
 - (4) 419 W. Geneva Street, Williams Bay. *Replacement of the Private Lead Service Line Paid by the Property Owner;*

The motion to the Discussion and Possible Action on A Resolution Approving Four (4) Agreements for the Replacement of Lead Water Service Lines for the following Four (4) Properties:

- (1) 49 Oakwood Street, Williams Bay. *Replacement of the Private Lead Service Line Paid by the Property Owner;*
- (2) 85 Highland Road, Williams Bay. *Replacement of the Public Lead Service Line Paid by the Village and Replacement of the Private Lead Service Line Paid by the Property Owner.*
- (3) 90 Highland Road, Williams Bay. *Replacement of the Public Lead Service Line Paid by the Village and Replacement of the Private Lead Service Line Paid by the Property Owner.*
- (4) 419 W. Geneva Street, Williams Bay. *Replacement of the Private Lead Service Line Paid by the Property Owner;* was made by Committee, no second required. Unanimously carried.

- d. Consideration and Possible Action Approving Borrowed Funds Transfer In the Amount of \$1,704,529 From Being Allocated to Sewer Borrowed Fund Projects to the Borrowed Water Fund Projects. *Reversing*

the transfer of this amount from Water Fund to Sewer Borrowed Funds in January 2025

The motion to approve the Borrowed Funds Transfer In the Amount of \$1,704,529 From Being Allocated to Sewer Borrowed Fund Projects to the Borrowed Water Fund Projects. *Reversing the transfer of this amount from Water Fund to Sewer Borrowed Funds in January 2025* was made by Committee, no second required. Unanimously carried.

- e. Authorizing the Prepayment of an Existing Water Promissory Note for the Repainting of An Elevated Water Reservoir in the Estimated Amount of \$326,903. *Exact Payoff Amount to Be Confirmed by the Lender.*

The motion to approve the Prepayment of an Existing Water Promissory Note for the Repainting of An Elevated Water Reservoir in the Estimated Amount of \$326,903. *Exact Payoff Amount to Be Confirmed by the Lender* was made by Committee, no second required. Unanimously carried.

- f. Discussion and Possible Action on Application for Wisconsin Economic Development Connect Communities Program

The motion to approve the Application for Wisconsin Economic Development Connect Communities Program was made by Committee, no second required. Unanimously carried.

- g. Adjournment

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Wright at 08:42 pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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