



# 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 4/20/2026 MEETING MONDAY, APRIL 20, 2026 AT 6:30 PM VILLAGE HALL COUNCIL ROOM 250 WILLIAMS STREET WILLIAMS BAY, WI 53191

THE MEETING WILL BE LIVE-STREAMED ON THE VILLAGE OF WILLIAMS BAY'S  
YOUTUBE, WHICH CAN BE FOUND HERE:

[HTTPS://YOUTUBE.COM/LIVE/ VQQ6 NPHJC?FEATURE=SHARE](https://youtube.com/live/VQQ6NPHJC?feature=share)

### 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, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Treasurer Jennifer Thiele, 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 April 6, 2026

The motion to the Village Board Meeting Minutes of April 6, 2026 was initiated by Trustee Umans and seconded by Trustee Bartholomew. Unanimously carried.

### VI. Public Comments

Gunnar Olsen, 523 Woodlawn Dr, spoke regarding the EMS building, stating he was not happy with the location.

- 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 presented was initiated by Trustee Russell and seconded by Trustee Franzen. Unanimously carried.

- A.** Approval Of An Edgewater Park Use and Policy Contract for Williams Bay Fire Department for the 60th Annual Chicken Roast from July 16, 2026 through July 19, 2026

## **VIII. Presentation of Accounts and Petitions**

- A.** Payroll ending 04-03-2026 in the amount of \$58,405.73

The motion to approve the Payroll ending 04-03-2026 in the amount of \$58,405.73 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

- B.** Accounts Payable Prepays dated 04-10-2026 in the amount of \$87,837.90

The motion to approve the Accounts Payable Prepays dated 04-10-2026 in the amount of \$87,837.90 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

- C.** Accounts Payable Unpays dated 04-17-2026 in the amount of \$390,988.77

The motion to approve the Accounts Payable Unpays dated 04-17-2026 in the amount of \$390,988.77 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

- D.** Monthly EFT Payments for February 2026 in the amount of \$113,963.66

The motion to approve the Monthly EFT Payments for February 2026 in the amount of \$113,963.66 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

- E.** Library Accounts Payable dated 04-16-2026 in the amount of \$2,309.85 (*For Informational Purposes Only*)

The Library Accounts Payables dated 04-16-2026 in the amount of \$2,309.85 were presented for informational purposes only.

- F.** 2026 Q1 Legal Fees

The 2026 Q1 Legal Fees were presented for informational purposes only.

- G.** February 2026 Financial Statements

The motion to approve the February 2026 Financial Statements was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

## **IX. Plan Commission**

- A.** Plan Commission **Recommendation for Approval** - An Ordinance Amending Chapter 390 Zoning Article 3 Land Use Regulations § 390-0310M Re: Tourist Rooming House, Including Fees, Enforcement and Penalties. Applicant: Village of Williams Bay

This item is for informational purposes only.

## **X. Resolutions and Ordinances**

- A.** Discussion and Possible Action On Ordinance 2026-04 Amending Chapter 390 Zoning Article 3 Land Use Regulations § 390-0310M Re: Tourist Rooming House, Including Fees, Enforcement and Penalties. *First Reading and Possible Waiver of Second Reading and Adoption*

The motion to approve the first reading of Ordinance 2026-04 Amending Chapter 390 Zoning Article 3 Land Use Regulations § 390-0310M Re: Tourist Rooming House, Including Fees, Enforcement and Penalties was initiated by Trustee Franzen and seconded by Trustee Wright. Unanimously carried.

The motion to waive the second reading of Ordinance 2026-04 Amending Chapter 390 Zoning Article 3 Land Use Regulations § 390-0310M Re: Tourist Rooming House, Including Fees, Enforcement and Penalties was initiated by Trustee Franzen and seconded by Trustee Bartholomew. Trustees Wright, Umans, and Vlach No. Motion carries.

The motion to adopt Ordinance 2026-04 Amending Chapter 390 Zoning Article 3 Land Use Regulations § 390-0310M Re: Tourist Rooming House, Including Fees, Enforcement and Penalties. *First Reading and Possible Waiver of Second Reading and Adoption* was initiated by Trustee Franzen and seconded by Trustee Bartholomew. Trustee Vlach No. Motion carries.

## **XI. President's Remarks**

### **A. Walworth County Proclamation – Celebrating America's 250<sup>th</sup> Anniversary**

This item was moved to after the first public comments.

President Jaramillo was presented with a 250th Anniversary Flag by Joann Laufenberg of Walworth County after the reading of Walworth County's Proclamation.

## **XII. Committee Reports**

### **A. Protective Services, Chair - Trustee Vlach**

#### **1. Original, Renewal, or Temporary Operators License Application(s)**

The motion to approve the Original, Renewal, or Temporary Operators License Application(s) was initiated by Trustee Vlach and seconded by Trustee Umans. Unanimously carried.

#### **2. Discussion and Possible Action on Above Quota Liquor Licenses - *Status Update***

The Protective Services Committee gave an update on the above-quota liquor licenses.

#### **3. Request For Proposal (RFP) for Village Fire Protection Services - *Status Update***

The Protective Services Committee gave a status update on the Request for Proposal (RFP) for Village Fire Protection Services.

#### **4. Williams Bay Police Department Community Service Officer(s) - *Informational***

The Protective Services Committee shared information on a possible Williams Bay Police Department Community Service Officer.

### **B. Finance and Personnel, Chair - Trustee Wright**

#### **1. Discussion and Possible Action on Authorizing A Quote From Kruger Landscape & Maintenance, Inc. for the Lawn Maintenance of Three (3) Retention Ponds in Bailey Estates Subdivision. *100% of the costs to be reimbursed by special assessments to all Baily Estates properties on an equal basis.***

The motion to recommend Village Board approval of a Quote From Kruger Landscape & Maintenance, Inc. for the Lawn Maintenance of Three (3) Retention Ponds in Bailey Estates Subdivision. *100% of the costs to be reimbursed by special assessments to all Baily Estates properties on an equal basis.* was initiated by Trustee Bartholomew and seconded by Trustee Umans. Unanimously carried.

## **XIII. Public Comments**

John Perryman, 391 Hawethorne, Asked what the role of the new Community Service Officer would be and what their uniform would look like in comparison to the Police Departments uniform.

- 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.***

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#### **XIV. Other Items for Discussion, Consideration, or Action**

**A. 57th Annual Professional Municipal Clerks Week Proclamation**

President Jaramillo read the 57th Annual Professional Municipal Clerks Week Proclamation.

**B. Discussion and Possible Action on Authorizing A Quote From Kruger Landscape & Maintenance, Inc. for the Lawn Maintenance of Three (3) Retention Ponds in Bailey Estates Subdivision. *100% of the costs to be reimbursed by the residents of Bailey Estates.***

The motion to approve the Quote From Kruger Landscape & Maintenance, Inc. for the Lawn Maintenance of Three (3) Retention Ponds in Bailey Estates Subdivision. *100% of the costs to be reimbursed by the residents of Bailey Estates* was initiated by Trustee Wright and seconded by Trustee Franzen. Unanimously carried.

**C. Village Board Receipt of an Appeal to Village of Williams Bay Code of Ordinances Chapter 46 Finance and Taxation Section 46-15 Payment of Delinquent Financial Obligations Regarding a Boat Slip Lease**

The motion to approve the Appeal to Village of Williams Bay Code of Ordinances Chapter 46 Finance and Taxation Section 46-15 Payment of Delinquent Financial Obligations Regarding a Boat Slip Lease was initiated by Trustee Umans and seconded by Trustee Wright. Unanimously carried.

**D. Closed Session.** Closed session pursuant to Wis. Stat. Sec. 19.85 (1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: Yerkes Future Foundation (YFF) Development Agreement. *There will be no action taken or discussion following Open Session. The earliest that any action will be taken on this item will be the next regularly scheduled Village Board Meeting on Monday, May 4, 2026.*

The motion to move into Closed session pursuant to Wis. Stat. Sec. 19.85 (1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: Yerkes Future Foundation (YFF) Development Agreement. *There will be no action taken or discussion following Open Session. The earliest that any action will be taken on this item will be the next regularly scheduled Village Board Meeting on Monday, May 4, 2026.* was initiated by Trustee Umans and seconded by Trustee Bartholomew.

#### **Votes:**

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

No: None

Abstain: None

Result: Passes

**E. Return to Open Session.** There will be no action taken or discussion following Open Session. The earliest that any action will be taken on this item will be the next regularly scheduled Village Board Meeting on Monday, May 4, 2026.

The motion to return to open session was initiated by Trustee Wright and seconded by Trustee Russell at 07:27pm. Unanimously carried.

#### **XV. Adjournment**

The motion to adjourn was initiated by Trustee Wright and seconded by Trustee Umans at 07:27pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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