



VILLAGE OF WILLIAMS BAY

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OFFICIAL MINUTES VILLAGE BOARD ORGANIZATIONAL MEETING 4/21/2026 MEETING

TUESDAY, APRIL 21, 2026 AT 5:30 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/HBUVYPKP8-S?FEATURE=SHARE](https://youtube.com/live/hbuvypkp8-s?feature=share)

I. Call to Order

President Jaramillo called the meeting to order at 05:30pm.

II. Roll Call

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

Also Present: Administrator David Lothspeich, Police Chief Justin Timm, Treasurer Jennifer Thiele, Clerk Tina Kolls

Excused: Trustee Lowell Wright

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. Clerk Administers Oaths to Newly Re-Elected Officials

Clerk Kolls administered Oaths to Trustees Steve Russell and Rob Umans.

- A. Village Trustee Steve Russell
- B. Village Trustee Rob Umans
- C. Village Trustee Lowell Wright

VI. Public Comments

There were no public comments.

- 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.*

VII. President's Remarks

President Jaramillo welcomed the Trustees and explained the resources available to them which include a Elected Officials Handbook as well as other training opportunities.

- A. Welcome to Elected Village Trustees
- B. Village of Williams Bay Elected Officials Handbook and Training Opportunities

VIII. Appointments by Village President

- A. Appointments of Members & Chairs for Standing Committees

The motion to approve the appointment of the standing committees as presented below for a one-year term was initiated by Trustee Umans and seconded by Trustee Vlach. Unanimously carried.

Building, Zoning & Ordinances Committee

Susan Franzen, Chair
George Vlach
Steve Russell

Finance & Personnel Committee

Lowell Wright, Chair
Rob Umans
Mary Bartholomew

Parks & Lakefront Committee

Steve Russell, Chair
Lowell Wright
George Vlach

Protective Services Committee

George Vlach, Chair
Rob Umans
Susan Franzen

Water & Sewer Committee

Rob Umans, Chair
Steve Russell
Mary Bartholomew

Streets & Highways Committee

Mary Bartholomew, Chair
Susan Franzen

Lowell Wright

- B. Appointments to Other Boards, Commissions and Committees

The motion to approve the appointments as presented below was initiated by President Jaramillo and seconded by Trustee Russell. Unanimously carried.

Village Administrator David Lothspeich for a Three-Year Term

SAFEBuilt as Building Inspector for One-Year Term

Municipal Code Enforcement as Zoning Administrator for One-Year Term

Baker Tilly Circhow Krause, LLP as Village Auditor for One-Year Term

Baxter & Woodman as Village Engineer for One-Year Term

Consigny Law Firm, S.C. as Village Attorney for One-Year Term

Accurate Appraisal as Village Assessor for One-Year Term

Municipal Code Enforcement as Weed and Tree Commissioner for a One-Year Term

Police Chief as Civil Defense Commissioner for a One-Year Term

Lake Geneva Regional News and Kenosha News as the Official Newspaper Designation for a one-year term

Walworth County Health & Human Services Board as Board of Health for a One-Year Term

Village Board as the Board of Review for a One-Year Term

Clerk & Appointed Election Officials as Election Board for a One-Year Term

LaMarr Lundberg as Citizen Rep and Rob Umans as Village Board Rep to the Geneva Lake Environmental Agency for a One-Year Term

Colin Doerge as Citizen Rep and Steve Russell as Village Board Rep to the Geneva Lake Use Committee for a One-Year Term

Adam Jaramillo as Village President Rep to Geneva Lake Law Enforcement Agency for a One-Year Term

Civil Defense Commission as presented below for a One-Year Terms

Police Chief Timm, Police Chief, Chair

David H. Burrough, Citizen Member

Rich Gluth, Rescue Squad Captain/Citizen

Paul Nicholson, Citizen Member

Doug Smith, Fire Chief/Citizen

Dale Vavra, Citizen Member

George Vlach, Village Board Member/Citizen

John P. Marra as a Member of the Ethics Board for a three-year term

Steve Russell as Chair of the Harbor Commission for a three-year term

Lowell Wright as the Village Trustee Member of the Harbor Commission for a one-year term

Tom Lothian as a Member of the Harbor Commission for a three-year term

Matt Robbins as a Member of the Harbor Commission for a three-year term

Frank Bonifacic to the Law Enforcement Committee for a three-year term

Lowell Wright as Village Board Member to the Plan Commission for a one-year term,

Michael Fieweger as Parks & Memorial Board Member to the Plan Commission for a one-year term

Marianne Klemke as Citizen Members to the Plan Commission for three-year term

Lowell Wright as Village Board Member to the Library Board for a one-year term

Dr. William White as the School Board Representative to the Library Board for a one-year term

Mary Connolly as a Member to the Library Board for a three-year term

Ralph Cincinelli as a Member to the Library Board for a three-year term

George Vlach as Chair to the Zoning Board of Appeals for a one-year term

Rob Umans as Village Board Member to the Zoning Board of Appeals for one-year term

Matt Robbins as Plan Commission Member to the Zoning Board of Appeals for a three-year term

Mike Fieweger as a Member to the Zoning Board of Appeals for a three-year term

Connie Gluth as First Alternate Member to the Zoning Board of Appeals for the remainder of a three-year term

Michael O'Brien as Second Alternate Member to the Zoning Board of Appeals for a three-year term

Enhancement Committee as presented below for a one-year terms

Halina Marra, President

Rita Pilarski

Sara Elliott

Mary Ann Bucaro

Pat Grove

Mary Jo Petullo

Kathy O'Brien

Laurie Ihde

Diane Kelly

Ashley Sopchyk

Michael O'Brien as a Member to the Joint Extraterritorial Zoning Committee for a three-year term

Michael O'Brien as a Member to the Extraterritorial Zoning Board of Appeals for a three-year term

Connie Gluth as First Alternate to the Extraterritorial Zoning Board of Appeals for a three-year term

Spencer Weber as Second Alternate to the Extraterritorial Zoning Board of Appeals for a three-year term

Robert Umans as Village Trustee Member of the Tree Enhancement Committee for a one-year term

Steve Russell as Village Trustee Member of the Tree Enhancement Committee for a one-year term

Donald Skalla as KNC Member of the Tree Enhancement Committee for a one-year term

Halina Marra as Enhancement Committee Member of the Tree Enhancement Committee for a one-year term

Williams Speare as Cedar Point Homeowners Association Member of the Tree Enhancement Committee for one-year term

Administrator David Lothspeich to the Joint EMS Advisory Committee for a one-year term

George Vlach Protective Services Chair to the Joint EMS Advisory Committee for a one-year term

Adam Jaramillo to the Tourism Commission for a one-year term

Steve Russell to the Tourism Commission for a one-year term

Lowell Wright to the Tourism Commission for a one-year term

Dawn Marie Mancuso to the Tourism Commission for a one-year term

Jim D'Alessandro as the Village Hotel/Motel Member to the Tourism Commission for a one-year term

Susan Franzen as the Village Trustee Member to the Tourism Commission for a one-year term

IX. Public Comments

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- 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.*

X. Adjournment

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Russell at 05:39pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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