



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | vi.williamsbay.wi.gov

Phone: 262-245-2700

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

MONDAY, MAY 4, 2026 AT 6:45 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/RUCGTMM9ZDM?FEATURE=SHARE](https://youtube.com/live/rucgtmm9zdm?feature=share)

I. Village Board Committee of the Whole

a. Call to Order

President Jaramillo called the meeting to order at 07:08pm.

b. Roll Call

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

Also Present: Administrator David Lothspeich, Police Chief Justin Timm, Public Works Director Wayne Edwards, Zoning Administrator Allison Schwark, Treasurer Jennifer Thiele, Clerk Tina Kolls

Excused: Trustee George Vlach

- #### 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 April 6, 2026

The motion to approve the Joint Village Board Committee of the Whole & Committees Meeting Minutes of April 6, 2026 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 07:10pm.

b. Roll Call

Present: Trustees Russell and Wright

Also Present: President Jaramillo, Trustees Umans, Bartholomew and Franzen, Administrator Lothspeich, Police Chief

Timm, Public Works Director Edwards, Zoning Administrator Schwark, Treasurer Thiele, Clerk Kolls

Excused: Trustee Vlach

- c. Discussion and Possible Action on 2026 Memorandum of Understanding Between the Village of Williams Bay and the Town of Linn for the Purchase of Beach passes

The motion to recommend the Finance & Personnel Committee approve the 2026 Memorandum of Understanding between the Village of Williams Bay and the Town of Linn for the purchase of Beach passes was initiated by Trustee Russell and seconded by Trustee Wright. Unanimously carried.

- d. Boat Launch Cashless Payments - *Informational Update*

Trustee Russell gave a brief update on the boat launch going cashless for payments.

- e. Village Boat Pier Installation - *Informational Update*

Trustee Russell gave a brief update on Village Boat Pier Installation.

- f. Adjourn

The motion to adjourn was initiated by Trustee Russell and seconded by Trustee Wright at 07:14pm. Unanimously carried.

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

- a. Call to Order

Chairman Trustee Umans called the meeting to order at 07:14pm.

- b. Roll Call

Present: Trustees Umans, Russell and Bartholomew

Also Present: President Jaramillo, Trustees Wright and Franzen, Administrator Lothspeich, Police Chief Timm, Public Works Director Edwards, Zoning Administrator Schwark, Treasurer Thiele, Clerk Kolls

Excused: Trustee Vlach

- c. Village Engineers Report

Village Engineer Snyder was not present. The Committee discussed the report.

- d. Adjourn

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Bartholomew at 07:19pm. Unanimously carried.

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

- a. Call to Order

Chairman Trustee Bartholomew called the meeting to order at 07:19pm.

- b. Roll Call

Present: Trustees Bartholomew, Franzen and Wright

Also Present: President Jaramillo, Trustees Umans and Russell, Administrator David Lothspeich, Police Chief Justin Timm, Public Works Director Wayne Edwards, Zoning Administrator Allison Schwark, Treasurer Jennifer Thiele, Clerk Tina Kolls

Excused: Trustee George Vlach

- c. Approval of Streets & Highways Committee Meeting Minutes: April 1, 2026

The motion to table the Approval of Streets & Highways Committee Meeting Minutes: April 1, 2026 was initiated by Bartholomew and seconded by Wright. Franzen Abstained. Motion carries.

- d. Discussion and Possible Action on the State of Wisconsin Department of Economic Development Vibrant Spaces Grant

The Committee gave direction to staff to ask Baxter and Woodman for a proposal for an Environmental Impact Study.

- e. Adjourn

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

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

a. Call to Order

Chairman Trustee Franzen called the meeting to order at 07:27pm.

b. Roll Call

Present: Trustees Franzen and Russell

Also Present: President Jaramillo, Trustees Umans, Wright and Bartholomew, Administrator David Lothspeich, Police Chief Justin Timm, Public Works Director Wayne Edwards, Zoning Administrator Allison Schwark, Treasurer Jennifer Thiele, Clerk Tina Kolls

Excused: Trustee George Vlach

c. Discussion and Prioritization of Current Code Review Priorities

Trustee Franzen gave a brief update on the prioritization of current code review.

d. Adjourn

The motion to adjourn was initiated by Trustee Franzen and seconded by Trustee Russell at 07:35pm. Unanimously carried.

VI. Protective Services Committee – Vlach, Umans, Franzen

a. Call to Order

Trustee Umans called the meeting to order at 07:35pm.

b. Roll Call

Present: Trustees Umans and Franzen

Also Present: President Jaramillo, Trustees Wright, Bartholomew and Russell, Administrator David Lothspeich, Police Chief Justin Timm, Public Works Director Wayne Edwards, Zoning Administrator Allison Schwark, Treasurer Jennifer Thiele, Clerk Tina Kolls

Excused: Trustee George Vlach

c. Discussion and Possible Action on Proposals for Williams Bay Fire Protection Services; (1) Town of Delavan and (2) Village of Fontana

The Committee discussed the Williams Bay Fire Protection Services.

d. Fontana Emergency Medical (EMS) Monthly Numbers

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

e. Williams Bay Police Chief's Monthly Report

Police Chief Timm gave the Police Chief's Monthly Report. The highlights were:

- Officer Scurto is moving on to phase 3 for the next four (4) weeks.
- May 15, 2026 Officer Carlton will be

f. Williams Bay Police Department Monthly Numbers

The Committee reviewed the Williams Bay Police Department Monthly Numbers.

g. Adjourn

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

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

a. Call to Order

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

b. Roll Call

Present: Trustees Wright, Umans and Bartholomew

Also Present: President Jaramillo, Trustees Russell and Franzen, Administrator David Lothspeich, Police Chief Justin Timm, Public Works Director Wayne Edwards, Zoning Administrator Allison Schwark, Treasurer Jennifer Thiele, Clerk Tina Kolls

Excused: Trustee George Vlach

c. Approval of Finance and Personnel Committee Meeting Minutes of April 27, 2026

The motion to approve the Finance and Personnel Committee Meeting Minutes of April 27, 2026 as corrected was initiated by Trustee Umans and seconded by Trustee Wright. Unanimously carried.

d. Discussion and Possible Action on 2026 Memorandum of Understanding Between the Village of Williams Bay and the Town of Linn for the Purchase of Beach passes

The motion to recommend Village Board approval of the 2026 Memorandum of Understanding between the Village of Williams Bay and the Town of Linn for the purchase of beach passes was initiated by Trustee Umans and seconded by Trustee Bartholomew. Unanimously carried.

e. Discussion and Possible Action on a Contract with Janesville Janitor Service & Industrial Supply Inc. for Regular Janitorial Services for Village Administrative Offices Located at 121 N. Walworth Street

The motion to recommend Village Board approval of a Contract with Janesville Janitor Service & Industrial Supply Inc. for Regular Janitorial Services for Village Administrative Offices Located at 121 N. Walworth Avenue as corrected was initiated by Trustee Wright and seconded by Trustee Bartholomew. Unanimously carried.

f. Discussion and Possible Action on Williams Bay Police Department Community Service Officer Funding, Including Possible Amendment to the Current Year Budget 2026

The motion to recommend Village Board approval of the Williams Bay Police Department Community Service Officer Funding to come from the elimination of the Williams Bay Dive Team and the remaining to come from the 2024 surplus was initiated by Trustee Wright and seconded by Trustee Umans. Trustee Wright No. Motion carries.

g. Discussion and Possible Action on Proposals Received for Williams Bay Fire Protection Services

The Committee took no action on this item.

1. Town of Delavan - Proposal for Fire Protection Services
2. Village of Fontana - Proposal for Fire Protection Services

h. Adjourn

The motion to adjourn was initiated by Trustee Bartholomew and seconded by Trustee Umans at 08:20pm. Unanimously carried.

VIII. Village Board Committee of the Whole

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

1. R-32-26 Resolution Approving 2026 Memorandum of Understanding Between the Village of Williams Bay and the Town of Linn for the Purchase of Beach passes

The motion to approve Resolution R-32-26 Approving 2026 Memorandum of Understanding Between the Village of Williams Bay and the Town of Linn for the Purchase of Beach passes was made by Committee, no second required. Unanimously carried.

2. 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 18, 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

was initiated by Trustee Franzen and seconded by Trustee Russell at 8:27 PM

Votes:

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

No: None

Abstain: None

Result: Passes

- 3. 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 18, 2026.

The motion to return to open session was initiated by Trustee Russell and seconded by Trustee Wright at 08:44pm. Unanimously carried.

- b. Adjourn**

The motion to adjourn was initiated by Trustee Wright and seconded by Trustee Russell at 08:44pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

IX. Other Items

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