



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 06/15/2026 MEETING MONDAY, JUNE 15, 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/OX9LBK-FEMM?FEATURE=SHARE](https://youtube.com/live/ox9lbk-femm?feature=share)

DUE TO TECHNICAL DIFFICULTIES THIS MEETING WAS NOT LIVE-STREAMED.

I. Call to Order

President Jaramillo called the meeting to order at 06:30 PM.

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, Public Works Director Wayne Edwards, Zoning Administrator Allison Schwark, 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 June 1, 2026

The motion to approve the Village Board Meeting Minutes of June 1, 2026 as corrected was initiated by Trustee Umans and seconded by Trustee Wright. Unanimously carried.

VI. Public Comments

There were no Public Comments

- 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 R-35-26 Approving the Wisconsin Department of Natural Resources Compliance Maintenance Annual Report (CMAR) For Year 2025
- B.** Approval of R-41-26 Amendment 2 of Village Fee Schedule Re: Waiver of Fees for Village Departmental Events and Projects at Village Owned Properties

VIII. Presentation of accounts and petitions

- A.** Payroll ending 05-29-2026 in the amount of \$69,373.63

The motion to approve the Payroll ending 05-29-2026 in the amount of \$69,373.63 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

- B.** Accounts Payable Unpaid dated 06-12-2026 in the amount of \$214,621.77

The motion to approve the Accounts Payable Unpaid dated 06-12-2026 in the amount of \$214,621.77 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

- C.** Monthly EFT Payments for April 2026 in the amount of \$416,889.22

The motion to approve the Monthly EFT Payments for April 2026 in the amount of \$416,889.22 was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

- D.** Library Accounts Payable dated 06-10-2026 in the amount of \$1,152.80 (*For Informational Purposes Only*)

The Library Accounts Payable dated 06-10-2026 in the amount of \$1,152.80 was presented for Informational Purposes Only.

- E.** April 2026 Financial Statements

The April 2026 Financial Statements were deferred to the next meeting.

IX. Plan Commission - 06/02/2026 Report and Possible Action

- A.** APPLICANT: Katilin Lentz (Owner - "The Cantina"), Elisabeth Michaels (Applicant)
TAX KEY: WFS 00001A
STREET ADDRESS: 220 Elkhorn Road, Williams Bay, Wisconsin 53191

The applicant is requesting a Conditional Use Permit per Section 390-021(C)(15) and (16) to allow for live entertainment both indoors and outdoors on premises.

06/02/2025 Plan Commission recommended conditional approval with 17 conditions listed in Zoning Administrator review dated 05/26/2026.

- B.** APPLICANT: Women's Leadership Center of Williams Bay, NFP (Owner), Yvette Howard (Applicant)
TAX KEY: WA 499800001
STREET ADDRESS: 333 Constance Blvd, Williams Bay, WI, 53191

The applicant is requesting a Conditional Use Permit amendment per Section 390-0223(C)(5) P & I Public Institutional District – Indoor Institutional – Intensive and Section 390-0821 Group Development and Large Development Standards to relocate refuse containers and enclosures and add a vehicle access gate to the front entrance.

06/02/2026 Plan Commission recommended approval.

X. President's Remarks

President Jaramillo made an announcement that the Village is experiencing issues with online scammers who are mining information from Village Agendas.

XI. Ordinances and Resolutions

- A.** R-42-26 A Resolution Approving a Conditional Use Permit to Allow for Live Entertainment Both Indoors and Outdoors on Premises at 220 Elkhorn Road (The Cantina)

The motion to approve Resolution R-42-26 Approving a Conditional Use Permit to Allow for Live Entertainment Both Indoors and Outdoors on Premises at 220 Elkhorn Road (The Cantina) Monday - Friday from 5pm - 11pm and Saturday and Sunday from 11am - 11pm was initiated by Trustee Franzen and seconded by Trustee Vlach. Unanimously carried.

- B.** R-43-26 A Resolution Approving a Conditional Use Permit Amendment to Allow for Trash Enclosure and Entrance Vehicle Gate at 333 Constance Blvd (Womens Leadership Center)

The motion to approve Resolution R-43-26 Approving a Conditional Use Permit Amendment to Allow for Trash Enclosure and Entrance Vehicle Gate at 333 Constance Blvd (Womens Leadership Center) was initiated by None and seconded by None. Unanimously carried.

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 2026 Alcohol and Tobacco License Renewals

The motion to approve the 2026 Alcohol and Tobacco License Renewals as recommended by the Protective Services Committee was made by Committee; No second required. Unanimously carried.

XIII. Public Comments

Tim Halas, 134 Elmhurst Ct, Inquired as to the hours of the live music approved for The Cantina

Jason Hass, 469 Sussex, discussed the Fire Department requesting the Village Board not choose option 3A. Hass questioned what the contingency plan is.

Tom Shaughnessy, 45 Liechty Dr, spoke regarding traffic on Liechty suggesting a stop sign be placed at Liechty and Conference Point to create a four way stop

- 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.*

XIV. Other Items for Discussion, Consideration, or Action

- A. Discussion and Possible Action on Proposal Option(s) From the Village of Fontana for Providing Fire Protection Services for the Village of Williams Bay. *The Village Board of Trustees approved the selection of the Village of Fontana for Fire Protection Services. The Protective Services Committee recommended approval of Village of Fontana Option 3A which transitions Williams Bay and Fontana into a single Fire Department with Fontana Fire Department assuming responsibility for Williams Bay fire protection with Williams Bay fire station staffing of two 24-hour dual-certified (fire/EMS) personnel with fire apparatus responding from the Williams Bay and Fontana Fire Station staffing three (3) 24-hour personnel plus Chief (day) position. The Finance and Personnel Committee will be considering this item during their June 15, 2026 meeting at 9:00 am for possible recommendation for the Village Board's consideration this evening.*

The motion to approve Option 3A From the Village of Fontana for Providing Fire Protection Services for the Village of Williams Bay with direction for the Village Attorney to prepare an Intergovernmental Agreement was initiated by Trustee Russell and seconded by Trustee Franzen. Unanimously carried.

- B. Discussion and Possible Action on Request for Refund on Boat Slip Lease Agreement for Slip West 2. *The Parks and Lakefront Committee recommended approval of the waiver contingent upon leasing the slip this year at full cost to another boat owner.*

The motion to approve the Request for Refund on Boat Slip Lease Agreement for Slip West 2 at the full cost to another boat owner was made by Committee, no second required. Unanimously carried.

- C. Discussion and Possible Action on Police Department Community Service Officer (CSO) Position Description. *The Village Board approved budget amendment to fund the CSO position. The Protective Service Committee recommended approval of the CSO Position Description. The Finance and Personnel Committee will be considering this item during their June 15, 2026 meeting at 9:00 am for possible recommendation for the Village Board's consideration this evening.*

The motion to approve the Police Department Community Service Officer (CSO) Position Description was made by Committee, no second required. Unanimously carried.

- D. Discussion and Possible Action on Building Inspections Services Proposals. *The Building, Zoning and Ordinance Committee recommended approval of the proposal from Municipal Code Enforcement (MCE). The Finance and Personnel Committee will be considering this item during their June 15, 2026 meeting at 9:00 am for possible recommendation for the Village Board's consideration this evening.*

There was no action taken on this item.

XV. Adjournment

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

/s/ Tina Kolls, Village Clerk