



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, JUNE 1, 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/TCKVOC_76TS?FEATURE=SHARE](https://youtube.com/live/tckvoc_76ts?feature=share)

I. Village Board Committee of the Whole

a. Call to Order

President Jaramillo called the meeting to order at 07:14pm.

b. 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, Fontana Fire Chief Rick Manthy, Williams Bay Fire Chief Doug Smith, EMS Captain Rich Gluth, Village Engineer Doug Snyder, Public Works Director Wayne Edwards, Library Director Joy Schnupp, Clerk Tina Kolls

c. Joint Village Board Committee of the Whole & Committees Meeting Minutes of May 4, 2026

The motion to approve the Joint Village Board Committee of the Whole & Committees Meeting Minutes of May 4, 2026 was initiated by Trustee Umans and seconded by Trustee Wright. Unanimously carried.

d. 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.*

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

a. Call to Order

Chairman Trustee Umans called the meeting to order at 07:15pm.

b. Roll Call

Present: Trustees Umans, Russell and Bartholomew

Also Present: President Jaramillo, Trustees Wright, Vlach and Franzen, Administrator Lothspeich, Police Chief Timm,

Fontana Fire Chief Manthy, Williams Bay Fire Chief Smith, EMS Captain Gluth, Village Engineer Snyder, Public Works Director Edwards, Library Director Schnupp, Clerk Kolls

c. Discussion and Possible Action on the Wisconsin Department of Natural Resources Compliance Maintenance Annual Report (CMAR) For Year 2025

The motion to recommend Village Board approval of the Wisconsin Department of Natural Resources Compliance Maintenance Annual Report (CMAR) For Year 2025 was initiated by Trustee Umans and seconded by Trustee Bartholomew. Unanimously carried.

d. 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
- Park Place CSM
- Preserve Development - Former GW College
- East Geneva Street Canyon Development - Former Levar
- Sanitary Sewer Replacement
- Navillo Development - 80 N. Walworth
- Former Elementary School Development - Jack Pease
- Willabay Meadows Subdivision
- Bailey Estates - Drainage Dedication and Phase 6 - Phase 7

e. Adjourn

The motion to adjourn was initiated by Trustee Umans and seconded by Trustee Russell at 07:22pm. Unanimously carried.

III. Streets & Highways Committee – Bartholomew, Franzen, Wright

a. Call to Order

Chairman Trustee Bartholomew called the meeting to order at 07:22pm.

b. Roll Call

Present: Trustees Bartholomew, Franzen and Wright

Also Present: President Jaramillo, Trustees Umans, Vlach and Russell, Administrator Lothspeich, Police Chief Timm, Fontana Fire Chief Manthy, Williams Bay Fire Chief Smith, EMS Captain Gluth, Village Engineer Snyder, Public Works Director Edwards, Library Director Schnupp, Clerk Kolls

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

The motion to approve the Streets & Highways Committee Meeting Minutes: April 1, 2026 was initiated by Trustee Bartholomew and seconded by Trustee Wright. Trustee Franzen Abstained. Motion Carries.

d. Adjourn

The motion to adjourn was initiated by Trustee Bartholomew and seconded by Trustee Wright at 07:26pm. Unanimously carried.

IV. Parks & Lakefront Committee – Russell, Wright, Vlach

a. Call to Order

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

b. Roll Call

Present: Trustees Russell, Wright and Vlach

Also Present: President Jaramillo, Trustees Bartholomew, Umans, and Franzen, Administrator Lothspeich, Police Chief Timm, Fontana Fire Chief Manthy, Williams Bay Fire Chief Smith, EMS Captain Gluth, Village Engineer Snyder, Public Works Director Edwards, Library Director Schnupp, Clerk Kolls

c. Discussion and Possible Action on Request for Refund on Boat Slip Lease Agreement for Slip West 2

The motion to recommend Finance & Personnel Committee approval on a Request for Refund on Boat Slip Lease Agreement for Slip West 2, conditional on a new lease being signed, was initiated by Trustee Russell and seconded by Trustee Vlach. Unanimously carried.

d. Discussion and Possible Action on the Waiver of Fees for Village Events at Village Owned Properties

The motion to recommend Finance & Personnel Committee approval on the Waiver of Fees for Village Department Events at Village Owned Properties was initiated by Trustee Russell and seconded by Trustee Vlach. Unanimously carried.

e. Williams Bay Library Request For Proposal (RFP) For Design Services for Improvements to the Existing Library Building. *Informational*

Library Director Schnupp presented the Williams Bay Library Request for Proposal for informational purposes.

f. Discussion and Possible Action on Ad-hoc Tree Committee Phase IV Dog Park 2026 Tree Plantings, Approval of Banner to Promote a Memorial Tree Program, including a Memorial Brick and Approval of Fundraising Amounts

The motion to recommend Village Board approval of the Ad-hoc Tree Committee Phase IV Dog Park 2026 Tree Plantings, Approval of Banner to Promote a Memorial Tree Program, including a Memorial Brick and Approval of Fundraising Amounts was initiated by Trustee Russell and seconded by Trustee Vlach. Unanimously carried.

g. Adjourn

The motion to adjourn was initiated by Trustee Russell and seconded by Trustee Vlach at 07:41pm. Unanimously carried.

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

a. Call to Order

Chairman Trustee Franzen called the meeting to order at 07:41pm.

b. Roll Call

Present: Trustees Franzen, Vlach and Russell

Also Present: President Jaramillo, Trustees Bartholomew, Umans and Wright, Administrator Lothspeich, Police Chief Timm, Fontana Fire Chief Manthy, Williams Bay Fire Chief Smith, EMS Captain Gluth, Village Engineer Snyder, Public Works Director Edwards, Library Director Schnupp, Clerk Kolls

c. Village Code Parking Regulations - *Informational Update*

Trustee Franzen gave a brief update on the Village Code Parking Regulations.

d. Building Inspectional Services - *Informational Update*

Trustee Franzen gave a brief update on Building Inspection Services.

e. Adjourn

The motion to adjourn was initiated by Trustee Franzen and seconded by Trustee Russell at 07:53pm. Unanimously carried.

VI. Protective Services Committee – Vlach, Umans, Franzen

a. Call to Order

Chairman Trustee Vlach called the meeting to order at 07:53pm.

b. Roll Call

Present: Trustees Vlach, Umans and Franzen

Also Present: President Jaramillo, Trustees Bartholomew, Wright and Russell, Administrator Lothspeich, Police Chief

Timm, Fontana Fire Chief Manthy, Williams Bay Fire Chief Smith, EMS Captain Gluth, Village Engineer Snyder, Public Works Director Edwards, Library Director Schnupp, Clerk Kolls

- c. Discussion and Possible Action on the Application from the Williams Bay Business Association (WBBA) for a Temporary Class "B" License to Sell Fermented Malt Beverages During Their "Fiesta by the Lake" Event on June 20, 2026

The motion to recommend Village Board approval on the Application from the Williams Bay Business Association (WBBA) for a Temporary Class "B" License to Sell Fermented Malt Beverages During Their "Fiesta by the Lake" Event on June 20, 2026 from noon to 7:00pm was initiated by Trustee Umans and seconded by Trustee Franzen. Unanimously carried.

- d. Discussion and Possible Action on the Application from the Williams Bay Fire Department for a Temporary Class "B" License to Sell Fermented Malt Beverages During Their "Chicken Roast" Event on July 18, 2026

The motion to recommend Village Board approval on the Application from the Williams Bay Fire Department for a Temporary Class "B" License to Sell Fermented Malt Beverages During Their "Chicken Roast" Event on July 18, 2026 from 11:00am to 9:00pm was initiated by Trustee Vlach and seconded by Trustee Umans. Unanimously carried.

- e. Discussion and Possible Action on 2026 Alcohol and Tobacco License Renewals

The motion to recommend Village Board deny the combination Class "B" Fermented Mal Beverage and "Class B" Intoxicating Liquor License Renewal for Inn Crowd of Como, Inc, d/b/a Bay Party Center due to non-conformance to the Williams Bay Code of Ordinances was initiated by Trustee Vlach and seconded by Trustee Franzen. Unanimously carried. The motion to recommend Village Board approval of the COMBINATION CLASS "B" FERMENTED MALT BEVERAGE AND "CLASS B" INTOXICATING LIQUOR LICENSE RENEWAL APPLICATIONS as listed below:

1. Big Bay, LLC, d/b/a Cafe Calamari/Harpoon Willies, 8 East Geneva St., Williams Bay, WI 53191 Joshua LaCroix, Agent
2. Unhinged & Reckless, LLC, d/b/a The Cantina, 220 Elkhorn Rd, Williams Bay, WI 53191, Kaitlin Lentz, Agent
3. Topography Beverage Company, LLC, d/b/a Topography Beverage Company, LLC, 350 Constance Blvd, Williams Bay, WI 53191, Lindsey Collins, Agent
4. Green Grocer, Inc., d/b/a Green Grocer, 77 North Walworth Ave, Williams Bay, WI 53191, Dawn Macuso, Agent was initiated by Trustee Vlach and seconded by Trustee Umans. Unanimously carried.

The motion to recommend Village Board approval of the COMBINATION CLASS "B" FERMENTED MALT BEVERAGE AND "CLASS B" INTOXICATING LIQUOR LICENSE RESERVE LICENSE RENEWAL APPLICATIONS as listed below:

1. Gage Marine Corporation, d/b/a Pier 290, 1 Liechty Dr, Williams Bay, WI 53191 William Gage, Agent
2. Bay Cooks, LLC, d/b/a Bay Cooks, 99 N. Walworth Ave, Williams Bay, WI 53191, Jonathon Basurto, Agent was initiated by Trustee Vlach and seconded by Trustee Umans. Unanimously carried.

The motion to recommend Village Board approval of the COMBINATION CLASS "A" FERMENTED MALT BEVERAGE AND "CLASS A" INTOXICATING LIQUOR LICENSE RENEWAL APPLICATIONS as listed below:

1. Ganesh Food, Inc., d/b/a Bayside Mart, 156 Elkhorn Rd, Williams Bay, WI 53191, Arpita Patel, Agent
2. GLM Liquor & Grocery Inc., d/b/a Bell's Store, 659 East Geneva St, Williams Bay, WI 53191, Gurpreet Kaur, Agent
3. Williams Bay Mobil Mart, Inc., d/b/a Williams Bay Mobil, 66 West Geneva St., Williams Bay, WI 53191, Singh Gurdarshan, Agent was initiated by Trustee Vlach and seconded by Trustee Umans. Unanimously carried.

The motion to recommend Village Board approval of the COMBINATION CLASS "B" FERMENTED MALT BEVERAGE AND "CLASS C" LIQUOR (WINE ONLY) RENEWAL APPLICATIONS as listed below:

1. Clear Water Salon & Day Spa, LLC, d/b/a Clear Water Salon Med Spa, 77 North Walworth Ave, Williams Bay, WI 53191, Dawn Mancuso, Agent
2. Women's Leadership Center at Williams Bay, d/b/a Women's Leadership Center at Williams Bay, 333 Constance Blvd, Williams Bay, WI 53191, Donna St. Aubin, Agent was initiated by Trustee Vlach and seconded by Trustee Umans. Unanimously carried.

The motion to recommend Village Board approval of the COMBINATION CLASS "B" FERMENTED MALT BEVERAGE AND

ABOVE QUOTA "CLASS B" INTOXICATING LIQUOR LICENSE APPLICATION as listed below:

Yerkes Future Foundation, d/b/a Yerkes Observatory, 373 W. Geneva St, Williams Bay, WI 53191, Thomas Nikols, Agent was initiated by Trustee Vlach and seconded by Trustee Umans. Unanimously carried.

The motion to recommend Village Board approval of the CIGARETTE, TOBACCO, AND ELECTRONIC VAPING DEVICE LICENSE RENEWAL APPLICATIONS as listed below:

1. Ganesh Food, Inc., d/b/a Bayside Mart, 156 Elkhorn Rd, Williams Bay, WI 53191, Arpita Patel, Agent
2. GLM Liquor & Grocery, Inc., d/b/a Bell's Store, 659 East Geneva St, Williams Bay, WI 53191, Gurpreet Kaur, Agent
3. Williams Bay Mobil Mart, Inc., d/b/a Williams Bay Mobil, 66 West Geneva St, Williams Bay, WI 53191, Singh Gurdarshan, Agent was initiated by Trustee Vlach and seconded by Trustee Franzen. Unanimously carried.

f. Fontana Emergency Medical (EMS) Monthly Numbers

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

g. Williams Bay Police Chief's Monthly Report

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

- Memorial Day Parade was very successful
- June 13 is a bike decorating & e-scooter safety event with EMS
- The Police Department is working with BZO on an ordinance for scooter & bike helmets
- Officer Scurto is off of Field Training and Officer Carlton is on Field Training, which she will be completing by mid to late July
- The Police Department is hopeful that the office remodel will get moving soon
- Squad 294 is currently at Kunes getting a new engine with a completion date of July

h. Williams Bay Police Department Monthly Numbers

The Committee reviewed the Williams Bay Police Department Monthly Numbers.

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

The motion to recommend Finance & Personnel Committee approval of Fontana Fire Protection Services for Williams Bay Fire Protection Services was initiated by Trustee Umans and seconded by Trustee Vlach. Unanimously carried.

The motion to recommend Finance & Personnel Committee approval of Fontana Fire Protection Services option 3B beginning on January 1, 2027 was initiated by Trustee Umans and seconded by Trustee Franzen. Trustees Vlach and Franzen. No. Motion fails.

The motion to recommend Finance & Personnel Committee approval of Fontana Fire Protection Services option 2 beginning on January 1, 2027 was initiated by Trustee Vlach and there was no second. Motion fails.

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

j. Adjourn

The motion to adjourn was initiated by Trustee Vlach and seconded by Trustee Franzen at 09:05pm. Unanimously carried.

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

a. Call to Order

Chairman Trustee Wright called the meeting to order at 09:05pm.

b. Roll Call

Present: Trustees Wright, Umans and Bartholomew

Also Present: President Jaramillo, Trustees Vlach, Russell and Franzen, Administrator Lothspeich, Police Chief Timm, Fontana Fire Chief Manthy, Williams Bay Fire Chief Smith, EMS Captain Gluth, Village Engineer Snyder, Public Works

Director Edwards, Library Director Schnupp, Clerk Kolls

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

There was no action taken on this item.

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

- d. Discussion and Possible Action on Amending The 2026 Village of Williams Bay Budget to Include Funding for Police Department Community Service Officer and New Administrative Offices Operational Expenses

The motion to recommend Village Board approval of Amending The 2026 Village of Williams Bay Budget to Include Funding for Police Department Community Service Officer and New Administrative Offices Operational Expenses was initiated by Trustee Wright and seconded by Trustee Umans. Unanimously carried.

- e. Discussion and Possible Action on the Waiver of Fees for Village Events at Village Owned Properties

The motion to recommend Village Board approval on the Waiver of Fees for Village Department Events at Village Owned Properties was initiated by Trustee Wright and seconded by Trustee Bartholomew. Unanimously carried.

- f. 2026 Borrowing - *Informational Status Update*

Trustee Wright gave a brief update on the 2026 borrowing.

- g. Adjourn

The motion to adjourn was initiated by Trustee Wright and seconded by Trustee Umans at 09:13pm. Unanimously carried.

VIII. Village Board Committee of the Whole

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

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

There was no action taken on this item.

- a. Town of Delavan - Proposal for Fire Protection Services
- b. Village of Fontana - Proposal for Fire Protection Services

2. R-37-26 Resolution Approving the Application by the Williams Bay Business Associations (WBBA) for a Temporary Class "B" License to Sell Fermented Malt Beverages During Their "Fiesta by the Lake" Event on June 20, 2026

The motion to approve resolution R-37-26 Approving the Application by the Williams Bay Business Associations (WBBA) for a Temporary Class "B" License to Sell Fermented Malt Beverages During Their "Fiesta by the Lake" Event on June 20, 2026 from noon to 7:00 pm was made by Committee, no second required. Unanimously carried.

3. R-38-26 Resolution Approving the Application from the Williams Bay Fire Department for a Temporary Class "B" License to Sell Fermented Malt Beverages During Their "Chicken Roast" Event on July 18, 2026

The motion to approve resolution R-38-26 Resolution Approving the Application from the Williams Bay Fire Department for a Temporary Class "B" License to Sell Fermented Malt Beverages During Their "Chicken Roast" Event on July 18, 2026 from 11:00am to 9:00pm was made by Committee, no second required. Unanimously carried.

4. R-39-26 Approving The 2026 Village of Williams Bay Budget Amendment #1, Including Funding for Police Department Community Service Officer and New Administrative Offices Operational Expenses

The motion to approve resolution R-39-26 Approving The 2026 Village of Williams Bay Budget Amendment #1, Including Funding for Police Department Community Service Officer and New Administrative Offices Operational Expenses was made by Committee, no second required. Unanimously carried.

Votes:

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

No: None

Abstain: None

Result: Passes

- 5.** Discussion and Possible Action on Ad-hoc Tree Committee Phase 4 Dog Park 2026 Tree Plantings, Approval of Banner to Promote a Memorial Tree Program, including a Memorial Brick and Approval of Fundraising Amounts

The motion to approve the Ad-hoc Tree Committee Phase 4 Dog Park 2026 Tree Plantings, Approval of Banner to Promote a Memorial Tree Program, including a Memorial Brick and Approval of Fundraising Amounts was made by Committee, no second required. Unanimously carried.

- b.** Adjourn

The motion to adjourn was initiated by Trustee Franzen and seconded by Trustee Wright at 09:17pm. Unanimously carried.

/s/ Tina Kolls, Village Clerk

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