



# VILLAGE BOARD MEETING

TUESDAY, JULY 16, 2024 – 6:00 PM

Sister Bay Liberty Grove Fire Station – 2258 Mill Road

To access the meeting electronically, click:

<https://us02web.zoom.us/j/4782465738?pwd=UHcxYkxUOHFHTHFoY1ljeWxZb3BUdz09>

Meeting ID: 478 246 5738 Password: 329703

To connect by phone: 1-301-715-8592 - Meeting ID 478 246 5738#

[Deviations from the agenda order shown may occur](#)

For additional meeting information visit: [www.sisterbaywi.gov](http://www.sisterbaywi.gov), click 'Agendas and Minutes'

## AGENDA

1. Call to Order (Zoom Participants Mute Devices)
2. Roll Call
3. Approve Agenda
4. Approve Minutes: June 18, 2024 Regular Village Board Meeting and July 5, 2024 Special Meeting **pgs. 3 - 13**
5. Comments, Correspondence and Concerns from the Public (Public comment limited to 3 non-transferable minutes per person) **pgs. 15 - 16**
6. Ordinances/Resolutions
  - a) Ord. 2024-018; Moratorium; B-3 District; Height Limitations **pgs. 18 - 20**
  - b) Ord. 2024-019; Moratorium; B-2 District; Historic District Overlay **pgs. 22 - 24**
  - c) Res. 2024-014; Designating Public Depositories and Signers **pgs. 26 - 28**
7. Discussion/Action Items
  - a) Appointment and Swearing In; Treasurer; Volodymyr Gannik **pg. 30**
  - b) Audit of the 2023 Financial Statements **pg. 32**
  - c) Development Agreement; Northern Door Children’s Center; Additions; 10520 Judith Blazer Dr. **pgs. 34-62**
  - d) Development Agreement; Andrew & Tina Torcivia (aka Torch Brothers, LLC); Office & Pizza Shop/Deli; 10553 Country Walk Dr. **pgs. 64 - 95**
  - e) Development Agreement; Chad Roffers; Residence; Country Ln. **pgs. 97 - 124**
  - f) Liquor License Renewal; McEvoy’s Culinaria; 2602 S Bay Shore Dr; Scott McEvoy - Agent **pgs. 126-132**
  - g) New Liquor License; Aurora’s Apothecary; 10678 N Bay Shore Dr; Melissa Adlebusch - Agent **pgs. 134-138**
  - h) New Cigarette, Electronic Vaping Device, Tobacco Products Retailers License; Thyme Market; 10588 Country Walk Dr; Karl Bradley - Agent **pgs. 140 - 143**
  - i) Liquor License Report **pg. 145**
  - j) SBAA Operating Agreement **pg. 147 - 153**
  - k) Budget Directive and Calendar **pg. 155**
  - l) Semi-Annual Financial Report and Appropriations **pgs. 156-166**
  - m) Committee Appointments
8. Staff Report(s) **pg. 169 - 170**
9. Committee Reports (see below)
10. Matters to be Placed on a Future Agenda or Referred to a Committee, Official or Employee
11. Adjourn

### Public Notice

Questions regarding the nature of the Agenda items or more detail on the items listed can be directed to Julie Schmelzer, Village Administrator, at [julie.schmelzer@sisterbaywi.gov](mailto:julie.schmelzer@sisterbaywi.gov). It is possible that members of and possibly a quorum of members of other governmental bodies may attend the meeting to gather information; no action will be taken by any governmental body other than the body specifically referred to above. Upon reasonable notice, a good faith effort will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aid or accommodation at no cost to the individual. Due to the difficulty in finding interpreters, requests should be made as far in advance as possible, preferably a minimum of 48 hours. For additional information or to request this service, contact the Sister Bay Village Administration Office at 854-4118; (FAX) 854-9637; or by writing to the Village Administration Building, 2383 Maple Drive, PO Box 769, Sister Bay, WI 54234. Copies of reports and other supporting documentation are available for review online and at the Village Administration Building during operating hours (8 a.m. – 4 p.m. weekdays). ***The Village of Sister Bay is an Equal Opportunity Provider and Employer.***

1. Finance Committee <b>pgs. 1- 8</b>	8. Personnel Committee <b>pgs. 24 - 34</b>
2. Fire Board	9. Plan Commission <b>pgs. 35-43</b>
3. Ad Hoc Green Tier Legacy Community Cmte	10. SBAA
4. Historical Society	11. Tourism Zone Commission <b>pgs. 44 - 46</b>
5. Library Commission <b>pgs. 9 -17</b>	12. Sewer and Water Utility Committee <b>pgs. 47 - 48</b>
6. Marina Committee <b>pgs. 18 - 23</b>	13. Village Hall Planning Task Force
7. Parks, Property & Streets Committee	<b>ADD: Jt TIF Review Board Minutes pgs. 49 - 50</b>