



VILLAGE BOARD MEETING

TUESDAY, DECEMBER 17, 2024 – 6:00 PM

Sister Bay Liberty Grove Fire Station – 2258 Mill Road

To access the meeting electronically, click:

<https://zoom.us/j/4439901723?pwd=yAVpi40M1OlqgNufcVUE8XWCUSkKaH.1&omn=97063638580>

Meeting ID: 443 990 1723 Passcode: 304078

To connect by phone: 1-301-715-8592 - Meeting ID 443 990 1723#

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

For additional meeting information visit: www.sisterbaywi.gov, click 'Agendas and Minutes'

AGENDA

1. Call to Order (Zoom Participants Mute Devices)
2. Roll Call
3. Approve Agenda [pg. 1](#)
4. Approve Minutes: November 19, 2024 Regular Board Meeting and December 12, 2024 Special Board Meeting [pgs. 3-13](#)
5. Comments, Correspondence and Concerns from the Public (Public comment limited to 3 non-transferable minutes per person) [pg. 15](#)
6. Public Hearing: Utility Rate Study [pgs. 17-21](#)
7. Ordinances/Resolutions
 - a) Res. 2024-020; Establishing Various Rates for Water and Sewer Utility [pgs. 23-24](#)
 - b) Res. 2024-021; Fee Schedule [pgs. 26-35](#)
8. Discussion/Action Items
 - a) Post Office [pg. 37](#)
 - b) Tax Assessor Discussion, Re: 2025 Tax Levy [pg. 39](#)
 - c) Tax Levy Timeline [pg. 41](#)
 - d) Contract; Administration Building; Construction Drawings; McMahon [pgs. 43-85](#)
 - e) Contract; Administration Building; Civil Site Design; Stantec Consulting [pgs. 87-96](#)
 - f) Monthly Financial Report and Appropriations [pgs. 98-105](#)
9. Staff Reports [pgs. 107-108](#)
10. Committee Reports (see below) [pg. 109](#)
11. Matters to be Placed on a Future Agenda or Referred to a Committee, Official or Employee
12. 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. 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. to 4 p.m. Mondays – Thursdays, 8 a.m. to noon on Fridays).

1. Finance Committee pgs. 1-5	9. Parks, Property & Streets Committee pgs. 11-14
2. Fire Board	10. Personnel Committee
3. Ad Hoc Green Tier Legacy Community Cmte	11. Plan Commission pgs. 15-18
4. Historical Society pgs. 6-8	12. SBAA
5. Housing Committee	13. Tourism Zone Commission
6. Library Commission pgs. 9-10	14. Sewer and Water Utility Committee
7. Marina Committee	15. Village Hall Planning Task Force
8. Parking Committee	

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