



**VIRTUAL ONLY**  
**VILLAGE BOARD MEETING**

**TUESDAY, FEBRUARY 18, 2025 – 6:00 PM**

*The FIRE STATION is not available due to Election Day*

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](http://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 Meeting Minutes: January 21, 2025 [pgs. 3-8](#)
5. Comments, Correspondence and Concerns from the Public (Public comment limited to 3 non-transferable minutes per person)
6. Ordinances & Resolutions [pgs. 10-23](#)
  - a) Ord. 2025-001; Ch. 58; Parking Amendments [pgs. 25-28](#)
  - b) Introduce Ord. 2025-002; Ch. 50; Health and Sanitation; Garbage Amendments [pg. 30](#)
  - c) Introduce Ord. 2025-005; Ch. 62; Utility Code; Misc. Amendments [pg. 32](#)
7. Discussion/Action Items
  - a) Development Agreement Amendment; Eagle Mechanical; State Highway 57 [pgs. 34-39](#)
  - b) Intergovernmental Agreement; Membership; Fire Board [pgs. 41-55](#)
  - c) Contract; Concession Stand Addition Design Services; McMahon [pgs. 57-66](#)
  - d) Contract; WWTP Facilities Study; McMahon [pgs. 68-70](#)
  - e) TID Information Requested by Board [pgs. 72-76](#)
  - f) Monthly Financial Report and Appropriations [pgs. 78-86](#)
  - g) Reconsider Contract; Administration Building; Construction Drawings; McMahon [pg. 88](#)
  - h) Draft Letter; 2024 Tax Bills [pgs. 90-91](#)
8. Staff Reports [pgs. 93-94](#)
9. Committee Reports (see below) [pg. 95](#)
10. Matters to be Placed on a Future Agenda or Referred to a Committee, Official or Employee [pg. 96](#)
11. Executive Session
  - a) Consider a motion to convene into Closed Session pursuant to Wis. Stats., §19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; more specifically, performance evaluation of the Village Administrator.
  - b) Motion to Reconvene into Open Session
  - c) Motion for Action, if Appropriate
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](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. to 4 p.m. Mondays – Thursdays, 8 a.m. to noon on Fridays).

***The Village of Sister Bay is an Equal Opportunity Provider and Employer***

1. Finance Committee	9. Parks, Property & Streets Committee <a href="#">pgs. 18-23</a>
2. Fire Board	10. Personnel Committee <a href="#">pgs. 24-25</a>
3. Ad Hoc Green Tier Legacy Community Cmte	11. Plan Commission <a href="#">pgs. 26-31</a>
4. Historical Society	12. SBAA
5. Housing Committee <a href="#">pgs. 1-5</a>	13. Tourism Zone Commission
6. Library Commission <a href="#">pgs. 6-15</a>	14. Sewer and Water Utility Committee <a href="#">pgs. 32-34</a>
7. Marina Committee <a href="#">pgs. 16-17</a>	15. Village Hall Planning Task Force
8. Parking Committee	