



VILLAGE BOARD MEETING

TUESDAY, MARCH 25, 2025 – 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
4. Approve Meeting Minutes: February 18, 2025 [pgs. 3-12](#)
5. Comments, Correspondence and Concerns from the Public (Public comment limited to 3 non-transferable minutes per person) [pgs. 14-16](#)
6. Ordinances & Resolutions
 - a) Ord. 2025-002; Ch. 50; Health & Sanitation; Garbage Service [pgs. 18-19](#)
 - b) Ord. 2025-003; Ch. 65; Floodplain Zoning; Recreate Ordinance [pgs. 21-57](#)
 - c) Ord. 2025-004; Ch. 66; Zoning; B-2 Overlay, B-3 Height, Misc. Amendments [pgs. 59-86](#)
 - d) Ord. 2025-005; Ch. 62; Utility Code; Misc. Amendments [pgs. 88-129](#)
 - e) Ord. 2025-006; Amending the Intergovernmental Agreement Establishing the Fire Board & Fire Department [pgs. 131-132](#)
 - f) Ord. 2025-007; Ch. 23; Fire Department & Fire Board; Membership [pgs. 134-135](#)
 - g) Ord. 2025-008; Adopting the 2025 Comprehensive Plan [pgs. 137-248](#)
 - h) Res. 2025-002; Establishing an Ad Hoc Village Administration Building Review Task Force/Appointments [pg. 250](#)
 - i) Res. 2025-003; Extending the Term for the Ad Hoc Holiday Lighting & Parking Task Forces [pg. 252](#)
 - j) Res. 2025-004; Amending the Board & Committee Bylaws [pgs. 254-271](#)
 - k) Res. 2025-005; Adopting Financial Policies [pgs. 273 - 297](#)
 - l) Res. 2025-006; Policy for Non-Violent Civil Rights Demonstrations (Required for CDBG Application) [pgs. 299-300](#)
 - m) Res. 2025-007; Residential Anti-Displacement & Relocation Assistance Plan (Required for CDBG Application) [pgs. 302-304](#)
 - n) Res. 2025-008 & Ord. 2025-009; Fair and Open Housing (Required for CDBG Application) [pgs. 306-310](#)
7. Discussion/Action Items
 - a) Accept Bid; Sports Complex Sewer Lateral; Great Lakes Grading & Excavation [pgs. 312-327](#)
 - b) Park Vendor/Concession Contracts; Glide N.E.W. LLC & Peninsula Kayak [pgs. 329-337](#)
 - c) Terminate Easement; Boathouse Area [pgs. 339-342](#)
 - d) Approve Open Book & Board of Review Dates [pg. 344](#)
 - e) Committee Appointments; Plan Commission [pg. 346](#)
 - f) Monthly Financial Report & Appropriations [pgs. 348 - 356](#)
8. Committee Reports (see below) [pg. 364](#)
9. Matters to be Placed on a Future Agenda or Referred to a Committee, Official or Employee
10. Executive Session [pg. 366](#)
 - a) Consider a motion to convene into Executive Session pursuant to Wisconsin Statutes §19.85(1)(g) to confer with legal counsel who either orally or in writing will advise the Village Board on strategy to be adopted with respect to current or likely litigation: Pending litigation to be filed by the Village Administrator.
 - b) Motion to Reconvene into Open Session
 - c) Motion for Action, if Appropriate
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. 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 pgs. 1-5	9. Parks, Property & Streets Committee pgs. 29-34
2. Fire Board	10. Personnel Committee pgs. 35-39
3. Ad Hoc Green Tier Legacy Community Cmte pgs. 6-9	11. Plan Commission pgs. 40-55
4. Historical Society pgs. 10-13	12. SBAA
5. Housing Committee	13. Tourism Zone Commission
6. Library Commission pgs. 14-23	14. Sewer and Water Utility Committee
7. Marina Committee pgs. 24-28	15. Village Hall Planning Task Force
8. Parking Committee	ZBA pgs. 56-96 and DC Coastal Byways pgs. 97-98